



MEETING POSTING

TOWN OF NANTUCKET

Pursuant to MGL Chapter 30A, § 18-25

All meeting **notices and agenda** must be filed and time stamped with the Town Clerk's Office and posted at least 48 hours prior to the meeting (excluding Saturdays, Sundays and Holidays)

RECEIVED

2022 SEP 12 PM 12:38
NANTUCKET TOWN CLERK
Posting Number:T 818

Committee/Board/s | Capital Program Committee

Day, Date, and Time | Thursday, September 15, 2022 @ 10:00 AM

Location / Address | **IN PERSON PARTICIPATION at 131 Pleasant Street (Trailer)**

REMOTE PARTICIPATION VIA ZOOM

The meeting will be aired at a later time on the Town's Government TV YouTube Channel <https://www.youtube.com/channel/UC-sgxA1fdoxteLNzRAUH1xA>

Signature of Chair or Authorized Person | Brian E. Turbitt

WARNING: IF THERE IS NO QUORUM OF MEMBERS PRESENT, OR IF MEETING POSTING IS NOT IN COMPLIANCE WITH THE OML STATUTE, NO MEETING MAY BE HELD!

AGENDA

Please list below the topics the chair reasonably anticipates will be discussed at the meeting

Join Zoom Meeting

<https://us06web.zoom.us/j/87523320580?pwd=Q1dvVE03K3QrYnZsc2RBMz1BZ0VDQT09>

Meeting ID: 875 2332 0580

Passcode: 362140

1. Call to Order, Roll Call
2. Audio/Video Announcement
3. Approval of Agenda
4. Public Comment
5. Minutes-Potential adoption of minutes from: August 18 and September 8, 2022
6. RORI (Ranking of Relative Importance) discussion and inputs
7. Discussion of Finance-supported reporting: Capital Projects (Expenses & Revenue Report)
8. Report-writing Workgroup – Update action items:

- a. Add a Comments and Footnotes field to DB (08/11/22) – Finance/PLUM (Priority: High)
- b. Template report for workgroup/timely delivery (08/11/22) – Finance/PLUM (Priority: High)
- c. Finalize workgroup members' respective report writing responsibility – CapCom (Priority: High)

9. Green Sheet/Committee Reports

10. Good of the Order

11. Date of Next Meeting – Thursday September 22nd, 2022, at 10AM

12. Adjournment



Town of Nantucket Capital Program Committee

www.nantucket-ma.gov

Members: Stephen Welch (Chair), Jill Vieth (Vice Chair), Richard Hussey (Secretary), Jason Bridges, Pete Kaizer, Christy Kickham

MINUTES

Thursday, August 18, 2022

This meeting was held via remote participation using ZOOM and YouTube.

Called to order at 10:04 a.m. and announcements made by Ms. Vieth.

Staff: Richard Sears, Assistant Town Manager; Terry Norton, Town Minutes Taker
 Attending Members: Welch, Vieth, Hussey, Bridges, Kaizer
 Absent Members: Kickham
 Late arrival: Welch, 10:07 am
 Documents used: Copy of minutes for December 9 & 16, 2021 and January 4 & 27 and February 10, 2022; 2022 Capital Improvement Plan (CIP)

Adoption of Agenda

Motion **Motion to Approve.** (made by: Hussey) (seconded)
 Roll-call Vote Carried 4-0//Hussey, Bridges, Kaizer, and Vieth-aye

I. PUBLIC COMMENTS

1. None

II. APPROVE MINUTES

1. December 9
2. December 16
3. January 4
4. January 27
5. February 10

Motion **Motion to Approve as drafted.** (made by: Hussey) (seconded)
 Roll-call Vote Carried 4-0//Kaizer, Bridges, Hussey, and Vieth-aye

III. LIAISON ASSIGNMENTS

- DPW – Vieth & Bridges
- Fire – Vieth & Hussey
- HHS – Kaizer
- IT – Kaizer & Bridges
- Marine & Police - Kaizer
- Natural Resources – Kaizer
- OIH – Kickham
- School – Kaizer & Hussey
- Sewer – Kickham & Bridges
- Solid Waste – Vieth
- Airport – Kickham
- Town Administration – Welch

IV. RECAP 2022 ANNUAL TOWN MEETING CAPITAL APPROPRIATIONS

- Discussion **Sears** – Reviewed the FY2023 projects approved at the 2022 Town Meeting. Might have to find another architect for the Harbor Master Building due to lack of response from the current architect. Trying to dovetail a plan for the watermain west of the Airport and the Surfside Area Roads Reconstruction. The \$2.5m for PFAS removal is for a pilot program.
- Kaizer** – Regarding \$13m for Surfside watermain work, asked if any is captured under Wannacomet Water Company.
- Sears** – It's PFAS related watermain west of the Airport and falls under Town Administration.
- Welch** – Asked if there is consideration to run sewer while the roads are open.
- Sears** – There is drainage but not sewer; in about 2 weeks, we will have a better plan. Sewer won't be presenting to CapCom until about half-way through our schedule.

V. FISCAL YEAR 2024 CAPITAL PROJECTS – GENERAL DISCUSSION

- Discussion **Sears** – Ms. Gibson is working on getting people to supply supplemental information. Reviewed new FY2024 preliminary capital projects: Washington Street Parking Lot Reconstruction, Road Improvement/Maintenance Island Wide, Multi-Use Path Maintenance, Surfside Area Roads Reconstruction (Lovers Lane, Monohansett, Okorwaw), Nobadeer Field Expansion (Parks and Rec Master Plan), Replace Ladder Truck, Baseline Environmental Data Program, Maintenance Dredge Permitting & Engineering for Polpis & Madaket Harbors (3 year program), School IT Infrastructure, Airport Terminal Improvements, Runway 24, Perimeter Road and Fence Relocation, Nobadeer Farm Housing Development Phase 2, Surfside Wastewater Treatment Facility Upgrade Phase 2 Design, and three separate Stormwater Purchase. Grand total of all FY2024 requests is \$95,257,000. Reviewed outyear requests.
- Welch** – The total, for High Priority Coastal Resiliency Plan (CRP) FY2024 capital requests, is \$367,550,000 over the next 103 years. Each project will be under Coastal Resiliency so we can track who owns which project.

VI. OTHER BUSINESS

1. Schedule of meetings
 Welch – Following last year's schedule we need to build in time to review RORIs during the meetings. Thinks the number of requests is a little lighter, though dollar amount is about the same. We are trying to keep the meetings to 1 hour, but we'll go over with some meeting. Most importantly to him is doing RORIs during the meetings.
 Sears – We're meeting every Thursday from now to December 15. Suggested everyone check that they know their log in and password information for reviewing the RORIs.
 Discussion about going to in-person meetings versus ZOOM.
 2. Green Sheet/Committee Reports
 - a. None
 3. Good of the Order
 - a. **Welch** – The Report Workgroup met and came up with a way to internalize the report into a template form; that template will be noticed and ratified at another hearing. One issue is assigning a scrivener to compile meeting notes into the report.
 4. Date of the next meeting
 - a. Thursday, August 25, 2022 @ 10 am: School and Fire @ 131 Pleasant Street
 4. Adjournment
- Motion **Motion to Adjourn at 10:51 am.** (made by: Bridges) (seconded)
Roll-call Vote Carried 5-0//Bridges, Hussey, Kaizer, Welch, and Veith-aye

Submitted by:
Terry L. Norton



Town of Nantucket Capital Program Committee

www.nantucket-ma.gov

Members: Stephen Welch (Chair), Jill Vieth (Vice Chair), Richard Hussey (Secretary), Jason Bridges, Pete Kaizer, Christy Kickham

MINUTES

Thursday, September 8, 2022

This meeting was held via remote participation using ZOOM and YouTube.

Called to order at 10:00 am. and announcements made by Mr. Welch.

Staff: Brian Turbitt, Director Finance; Susan Carmel, Assistant Financial Director; Richard Sears, Assistant Town Manager; Terry Norton, Town Minutes Taker

Attending Members: Welch, Vieth, Hussey, Kaizer

Absent Members: Bridges, Kickham

Department Heads: Superintendent of Schools Elizabeth Hallett, Ed.D; Chief Financial Officer Martin Anguelov; Director of Facilities Department Diane O'Neil; NPS IT Jen Erichsen; Wannacomet Water Company Manager Mark Willett

Documents used: Copy of minutes for September 1, 2022; Capital Improvement Plan (CIP) Requests

Adoption of Agenda

Motion **Motion to Approve.** (made by: Vieth) (seconded)

Roll-call Vote Carried 4-0//Vieth, Hussey, Schaeffer, and Welch-aye

I. PUBLIC COMMENTS

1. None

II. INTRODUCTION OF SUSAN CARMEL ASSISTANT FINANCE DIRECTOR

III. APPROVE MINUTES

1. September 1, 2022

Motion **Motion to Approve.** (made by: Hussey) (seconded)

Roll-call Vote Carried 4-0//Hussey, Schaeffer, Vieth, and Welch-aye

IV. OVERVIEW AND DISCUSSION OF FY2024 CAPITAL REQUESTS

1. Nantucket Public Schools (NPS)

Discussion a. Presentation of FY2024 and Out-Year Requests.

IT Infrastructure NPS-21-002 \$350,000; Grounds Equipment NPS-23-001 \$70,000; NPS Building Improvements NPS-23-003 \$350,000; 24 Surfside Road Property Upgrades NPS-24-003 \$1.65m.

Erichsen – Every 3 years we deal with larger IT projects: server arrays and high school laptops.

O'Neil – Replacing 3 mowers and add a small mower and liquid fertilizer spreader; our equipment is on a rotation. Mr. Willet has said he'd like the old equipment for the Water Company.

Kaizer – The equipment is a number of items that add up to more than the \$50,000 capital cap. Asked if there are concerns about the fertilizer ban.

O'Neil – We use the standard fertilizer; noted they are trying to go to electric weed whackers.

Welch – Asked about wind turbine.

O'Neil - Noted that the high school and middle school benefit from the wind turbine; she has a spread sheet detailing the benefits. Regarding buildings, we have a lot of square footage to maintain. We have a contract to replace the floor in the AAR room next to the auditorium; have a contract in school for the elementary school sidewall. This year we went to paint the trim on the high school.

Welch – Asked about the Plan B construction.

O’Neil – Plan B is the name of a company we contracted for roof and sidewall work.

Welch – Asked the intention for the remainder, is it for cabinetry.

O’Neil – That’s for cabinetry in the elementary school; it’s all custom work that no one wants to do. The 24 Surfside House, we would like to turn it into offices for central offices with a 2nd-floor apartment. Eventually this would be the site for a new school and the building would be moved. Our enrollment is the highest ever and continues to rise; we need to get the central offices out of the high school.

Hallett – Our central officers are spread out; we need to consolidate. The house is in great shape but has to come up to office-space use standard as well as add some housing.

Vieth – Asked if this was planned for FY2024 (yes). Asked if they can take donations for furniture.

O’Neil – We can accept donations for a specific use, but we can’t solicit.

Welch – Asked if the apartment would be an offset in income (yes). Asked when they anticipate this fits in the timeline regarding campus revisions.

Hallett – We are in holding pattern while we determine what will happen to our fields; some of that has to do with whether the field will be traditional grass or artificial turf. In the next 3 years, our enrollment will dip a little; we don’t foresee a new middle school within the next 5 years. What we don’t know is the number of students coming in from off Island.

Hussey – Asked if the school has received COVID relief funds and how they were spent. Asked for an update on the field project.

Hallett – We had ESSER funds with very specific instructions for 3 years.

Angelov – Received 3 emergency relief funds: \$8,000, \$425,000, and \$179,000. Expended for supplies and professional services. Also received \$375,000 COVID relief funds in FY22; don’t know how to use it now that 22 is closed out.

Erichsen – Also had other funds that were spun up through ASAC that provided \$166k for Chromebooks.

Hussey – We approved \$5.6m for the field; asked the progress.

O’Neil – We built 5 tennis courts and a baseball field; fencing for the courts should be put in this week. Hoping the Community School will take on the tennis courts when the high school and middle school aren’t using them and be run like the high school pool. We will be doing lighting and camera for the baseball field; it came in around \$5m.

Welch – Asked if there are outyear highlights for roof placement and campus improvements.

O’Neil – Pushed roof placement out to next year. It takes 18 months to 2 years after a field has been resod before it can be played on; because of the planning required, it’s a placeholder.

b. RORI Completion/Discussion

Hussey – He and Mr. Kickham weren’t able to liaise with the school.

2. Wannacomet Water Company

Discussion a. Presentation of FY2024 and Out-Year Requests.

Lead Service Replacement Program (MADEP Mandated) Sewer-24-003 \$1.175m; Water Tank Re-coating & Replacement (Washing Pond FYF32) WANN-24-001 \$2.242m; Employee Housing WANN-24-003 \$2m.

Willett – We have a lot of ground to maintain around our properties; we will happily take the NPS old grounds equipment. MADEP program is to eliminate all lead surfaces; all ‘Sconset lead surface has been removed; reviewed other lead replacement areas with funds from retained earnings. As for the re-coating, this is for spot replacement rather than complete; prices keeping going up with 3 or 4 companies across the country who do this and we’re looking at \$2.2m for touchup and would have to borrow that. Looking into another employee house in Polpis; looking at a few to move and talking with local companies for \$1.5; to come out of our retained earnings.

Hussey – Asked how they determine who gets the housing.

Willett – It would be for employees; we have two that are in homes they can use.

Kaizer – Asked how much housing they currently own.

Willett – We have one 3-bedroom house at 43 Polpis; we do a lot of maintenance ourselves.

Welch – It would be helpful to know if the new house is a single-family unit or a duplex.

Willett – At this morning’s commission meeting, some want it to be an individual home, and some want it to be a duplex. He will provide supplemental information on that.

Out-years:

Pump-station upgrades, in the process of putting in a new pumping well on Polpis Road. Had talked with Chief Murphy about modifying the hydrant system; that would be about \$500,000 out of retained earnings. Work with David Gray on water, stormwater, and sewer work being done at the same time so roads are torn up once. We need a storage building for our pipes and equipment; much of it is currently stored outside. In FY2032 or so, we will have to replace the Washing Pond water tower similar to the other 2; currently we can use only half the stored water in it.

Vieth – Asked about new hook ups.

Willett – Last year did 150 hook ups; this year we are currently looking at over 200 new connections. There’s a push for fire systems in commercial buildings. We’ve done modeling with the proposed new construction, and we’re good; we’ll be better with the new well.

b.RORI Completion/Discussion

V. OTHER BUSINESS

1. Green Sheet/Committee Reports
 - a. None
 2. Good of the Order
 - a. None
 3. Date of the next meeting
 - a. Thursday, September 15, 2022, 10:00 am, hybrid: Status Report.
 4. Adjournment
- Motion **Motion to Adjourn at 10:59 am.** (made by: Kaizer) (seconded)
Roll-call Vote Carried 4-0//Schaeffer, Hussey, Vieth, and Welch-aye

Submitted by:
Terry L. Norton