



MEETING POSTING

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NANTUCKET TOWN CLERK
Posting Number:T 979

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)

Committee/Board/s | Capital Program Committee

Day, Date, and Time | Thursday, November 3, 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-sgxA1fdoxteLNzRAUHxA>

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 October 20, 2022 & October 27, 2022
6. FY24 Capital Requests and Out-year Discussion: DPW Solid Waste
7. Discussion of Potential new Day and Time for Meetings
8. Change of Meeting Venue: Update from Finance Dept.

9. Report-writing Workgroup Updates

- a. Add a Comments and Footnotes field to DB (08/11/22) – Finance/PLUMB (Priority: High)
- b. Template report for workgroup/timely delivery (08/11/22) – Finance/PLUMB (Priority: High)
- c. Update from Report-writing Workgroup Members (Priority: High)

10. Green Sheet/Committee Reports

11. Good of the Order

12. Date of Next Meeting – Thursday November 10, 2022 at 10:00AM

13. Adjournment



**Town of Nantucket
Capital Program Committee**
www.nantucket-ma.gov

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

MINUTES

Thursday, October 20, 2022

131 Pleasant Street & Zoom

Called to order at 10:12 a.m. and announcements made by Mr. Welch

Staff: Gregg Tivnan, Town Manager; Brian Turbitt, Financial Director; Susan Carmel, Assistant Financial Director; Terry Norton, Town Minutes Taker

Attending Members: Welch, Hussey, Vieth, Kickham

Remote Participation: Vieth

Absent Members: Bridges, Kaizer, Rector

Department Heads: Stephen Arceneaux, Department Public Works (DPW) Director

Documents used: Copy of draft minutes as listed; Capital Improvement Plan (CIP) Requests and supplemental documentation

Adoption of Agenda

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

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

I. PUBLIC COMMENTS

1. None

II. APPROVE MINUTES

1. October 6, 2022

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

Roll-call Vote Carried 3-0//Hussey, Kickham, & Vieth-aye; Welch abstain

III. OVERVIEW AND DISCUSSION OF FY2024 CAPITAL REQUESTS

1. DPW Transportation

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

Arceneaux – Replace DPW Fuel Tank \$375,000; Sidewalk Improvement Plan (SB Strategic Plan) \$1.125m; Road Improvements/Maintenance Island Wide (SBSP) \$3m; Multi-Use Path Maintenance (SBSP) \$1m; Cobblestone Improvements \$550,000; ‘Sconset Footbridge Construction (Supplemental Funding) \$100,000.

Turbitt – Millie’s Bridge was done in September using Natural Resources funds; won’t be covering that today. Millie’s Bridge Redesign w/Constructions, \$1m; Mr. Tivnan will discuss the \$13m Supplemental Funding Surfside Area Roads Reconstruction-Lover’s Lane, Monohansett, and Okorwaw.

Kickham – Asked how they establish high-priority sidewalk repair areas.

Arceneaux – We drive around and write out a list; we then put that against the budget. We settled on India Street for FY2024, but we’ll have a contractor coming in to help prepare a life-cycle list.

Kickham – Suggested telling the public what you have done and what you are planning to do.

Welch – Asked if there are any fire cisterns to be infilled. Confirmed the sidewalk repair is from Centre Street to parallel with Liberty Street section of India.

Arceneaux – Not that he’s aware of but he’ll work with Water and Fire.

Explained how the Island-wide road repair is prioritized for FY2024. This spreadsheet was produced by the contractor we’re working with using a 5% increase for the estimates.

Welch – Something like the road repair spreadsheet is sufficient for our needs. Looking back, suggested another page showing what was completed. A similar spreadsheet would also work well for sidewalks. He didn’t see Newtown Road, asked if that was approved for widening with sidewalk or multi-use path (yes last year).

Arceneaux – To ensure we aren’t cutting into roads resurfaced less than 3 years ago, we have to talk to all interested parties and utilities to ensure nothing is projected. We are asking the Town to extend that to 5 years.

We are using a different type of paving for the multi-use paths in an effort to reduce costs. Top repair priority will be anything broken and cracked. It’s a similar breakdown as for the road, not including cobblestone or sidewalks.

Welch – Asked if the vendor will be using this type of report. This level of detail would be helpful to the community.

Arceneaux – We will have a plan for our rights of way with a community-friendly version of this to be posted to our website.

Our contractor will help to assess cobblestone, Belgium block, and brick road repair. We will be doing patchwork because it’s so expensive. Looking at only North Water with minor work on Main Street. We’re looking at doing a major door-to-door project for Main Street in the future.

Welch – Asked about the assessment of Lower Pearl Street, New Whale Street, Liberty Street, Gardner Court, and Stone Alley.

Arceneaux – That assessment was done by BETA, the contractor, and will be pushed out to a later fiscal year.

Welch – There’s a lot of community discussion about the methodology and best practices for installation of cobblestone.

Arceneaux – We’ve addressed the 2’ drop at the top of Cobblestone Hill. We address repair work from our on-site review but will have a contractor come in to assess and possibly reduce the list. We have on record the proper installation and are working with Historic District Commission (HDC) to maintain the standard they have on record. The money we are asking for now is for an overhaul of a specific area.

Kickham – Asked if there’s a balance in the cobblestone account (yes). Asked how that would be allotted.

Arceneaux – He’d make a request to Finance to use those funds for this purpose.

Kickham – Regarding Cobblestone Hill, asked if there’s any coordination with sidewalk and cobblestone to eliminate the curb and go with a flat sidewalk.

Arceneaux – We’ve requested changes of HDC; nothing can be done without a significant amount of dialogue and meetings. Working on bringing it back to where it was.

Hussey – Asked if any medium requests fall under imminent threat to safety. If there are, you should bump them up to high priority. He thinks both bridges are threats to safety.

Arceneaux – The assessments he was given didn’t meet the requirements of imminent threat at that time. Both bridges require a degree of engineering we are not able to do ourselves.

Welch – We’ll pick Millie’s Bridge up at a later date. Suggested moving on to the ‘Sconset footbridge.

Arceneaux – Our strategic planner is working with us to find someone to do the work.

Welch – A request was put in for FY2021 and now there’s a supplemental request; this isn’t going to get cheaper, is highly visible, and heavily used.

Kickham – Asked if ‘Sconset Bridge includes painting.

Arceneaux – He’d have to ask Chuck Larson; whether or not it’s included, we will paint it.

Supplemental Funding Surfside Area Roads Reconstruction:

Tivnan – He has been involved in with ‘Sconset and Vertex to make the bridge safe. Millie’s Bridge is also part of the Coastal Resiliency Plan undertaken by Arcadis and is one of our top 5 priority projects; right now, it’s being determined what to do with the bridge.

He’s involved with the Surfside water and transportation enhancement Projects. Since 2016, there have been multiple appropriations to reconstruct the road with multi-use paths. There is a water main expansion project happening that will overlap these roads which are being accelerated to coincide with the road reconstruction. Applied for a State funding \$7.8m for work on the 2021 Airport Water System Extension in conjunction with PFAS mitigation. Our intent with this request is that, once the fast-track water main is opened, we would start these projects. The reconstruction of the roads is phased to follow the water-main work; the funding is in place for the water-main work. GPI and CDM Smith are working together to design the drainage and side paths all the way to Monohansett.

Hussey – Why is this rated medium priority.

Turbitt – We can look into changing that to high priority.

Welch – By combining the water with the tarmac work, asked if that provides some cost savings.

Tivnan – About \$200,000 is saved at best.

Welch – Asked if side paths will be on each road.

Tivnan – Yes, the side path would be 10’ wide with a buffer between it and the road.

Vieth – Going back to Okorwaw and Monohansett, asked which side the path will be placed; it looks like you’re going into properties.

Tivnan – It would be on the right side and not in the road. Most of the paths are within the road layout but are engaged in getting voluntary easements or takings. Where there are pinch points, the road would be shifted left and might require a small taking.

Vieth – Along Okorwaw, the terrain goes up with a lot of driveways.

Tivnan – We just started engaging in outreach; some discussion has involved the skirts over the driveways. We realize some utilities will need to be moved.

Kickham – Asked if there would be any driveway repairs covered by this work. He’s concerned about giving someone a Belgium block driveway who doesn’t have it now.

Tivnan – Any driveway apron work would be paid through this program. They took aerial views to find out who has Belgium block aprons.

Welch – Asked where they are with the Transportation Planner; it was brought up that this is a straight-shot cut through that could be high speed. He’s wondering if speed mitigation is part of the process. He doesn’t think it’s fair to characterize this as a reconstruction; this is a road enhancement and should be reflected as such in documents that will go on to the Finance Com.

Tivnan – It’s a project of value. Pat Reed, Transport Planner, is involved and came up with combining water and transportation enhancements. It’s really an area improvement plan. As far as speed mitigation, that’s a huge issue for Lovers Lane. The current conceptual designs for Okorwaw and Mono have various elements for traffic calming. We are planning to public sessions when we have better plans in hand.

Out Years 2025:

Arceneaux – There will be more information forthcoming.

b.RORI Completion/Discussion

IV. OTHER BUSINESS

1. Discussion of Potential New Day and Time for Meetings.
2. Change of Meeting Venue: Update from Finance Department
Turbitt – We need NCPTV to be available.
3. Report-writing Workgroup – Update action items:
Turbitt – Reached out to PLUM for availability.
4. Green Sheet/Committee Reports

- a. None
- 5. Good of the Order
 - a. None
- 6. Date of the next meeting
 - a. Thursday, October 27, 2022 @ 10:00 am
- 4. Adjournment

Motion **Motion to Adjourn at 11:33 am.** (made by: Hussey) (seconded)

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

Submitted by:
Terry L. Norton

PROPOSED



Town of Nantucket Capital Program Committee

www.nantucket-ma.gov

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

MINUTES

Thursday, October 27, 2022

131 Pleasant Street & Zoom

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

Staff: Brian Turbitt, Financial Director; Susan Carmel, Assistant Financial Director; Terry Norton, Town Minutes Taker
Attending Members: Welch, Hussey, Vieth, Bridges, Kaizer, Kickham
Remote Participant: Vieth, Bridges
Absent Members: Rector
Department Heads: Charlie Polachi, DPW - Parks & Rec
Documents used: Copy of draft minutes as listed; Capital Improvement Plan (CIP) Requests; Security camera spec sheets

Adoption of Agenda

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

Roll-call vote Carried 5-0//Hussey, Kaizer, Kickham, Vieth, and Welch-aye

I. PUBLIC COMMENTS

1. None

II. APPROVE MINUTES

1. October 13, 2022

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

Roll-call vote Carried 5-0//Kaizer, Hussey, Kickham, Vieth, and Welch-aye

III. OVERVIEW AND DISCUSSION OF FY2024 CAPITAL REQUESTS

1. DPW General & Facilities

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

Polachi – Security Cameras and Lighting ADMIN-24-006 \$70,000; Nobadeer Soccer Field Addition & Expansion (Parks and Rec Master) Plan FAC-24-003 \$3.8m.

Hussey – Different documentation has different priorities for the security cameras; asked what the priority is.

Polachi – Medium to high.

Kaizer – Asked which department, DPW or Parks and Rec, will be using the cameras.

Welch – We're dealing with the department that's managing the facilities, so it will go to the DPW.

Kickham – As far as lighting, reminded to be mindful of light intrusion.

Polachi – There won't be any additional lighting, this focuses on the cameras.

Kaizer – Asked if the cameras are spec'ed for high-weather areas along the coasts.

Polachi – They are spec'ed for specific locations. Reviewed the specific locations and reasons for the cameras.

Welch – Asked to confirm if the videos will be event driven and viewable by interested parties. DPW rear entry resolution, asked about the distance the camera is covering.

Proposed CapProCom Minutes for October 27, 2022

Polachi – They will be tied into the NPD; it’s the same system. Regarding the rear camera, we should be able to capture everything from the salt shed.

Kickham – Wants to ensure there’s a plan to keep the lenses clean to protect resolution.

Kickham - Asked if the Nobadeer Soccer Field project is based upon demand.

Polachi – Yes, it’s based upon the overall master plan for youth sports. We need to be able to rotate fields so that a couple are in a state of rest at all times.

Hussey – Asked if the support building is complete.

Polachi – We’re about 95% complete; we’re waiting on doors.

Vieth – Asked if the “Turf enhancement” is real grass or synthetic.

Polachi – We are loosening up the topsoil and eliminating areas of puddling.

Vieth – Suggested looking into another turf field.

Polachi – Instead of a synthetic field, we’re focusing on grass. We’re hoping the technology will change. Synthetic turf would be good to have especially in early spring when grass isn’t yet growing. Noted that the plan is to maintain the vegetated buffer along the road.

Bridges – Wants to ensure the lighting is Dark Skies certified.

Welch – On operations, it seems the primary consideration is to let the field rest rather than increase the use, which coincides with increase parking. Asked if they have tried to provision for additional parking.

Polachi – In front of Field 4 there will be 42 new parking spaces. A resting field would be a future thing. Phase II, when we start work on the Delta Fields, Nobadeer fields will have to pick up the slack.

Welch – CapCom looks at operations for maintenance and personal costs, asked if adding fields will change those costs.

Polachi – A little; currently all fields are carried by a subcontractor.

Kickham – He had asked about another court. They are primarily soccer fields; if someone is playing on one of the fields and soccer players show up, it seems their space is being encroached upon. Asked about providing areas for other sports.

Polachi – On the Delta Fields, there is a lot of land, which is still in design phase and will include more different sport venues.

b.RORI Completion/Discussion

IV. OTHER BUSINESS

1. Discussion of Potential New Day and Time for Meetings.

2. Change of Meeting Venue: Update from Finance Department

Welch – There is no change of meeting venue.

3. Report-writing Workgroup – Update action items:

Turbitt – PLUM is making the changes.

Welch – Asked that footnotes & comments be high priority. With respect to the template, it will be beneficial to have a timeline for when the initial draft will be delivered and thereafter modifications.

Turbitt – Will send an email and get an ETA on that.

4. Green Sheet/Committee Reports

a. None

5. Good of the Order

a. Nothing new

6. Date of the next meeting

a. Thursday, November 3, 2022 @ 10:00 am

Carmel – Next week is Solid Waste. November 10th is a flex date and November 17th will be Town Administration.

7. RORI Workshop

Welch – We have some time; he doesn’t know the status of everyone completing their RORIs.

Bridges – If you have a quorum, “best practices” is to keep the meeting open and continue recording.

Proposed CapProCom Minutes for October 27, 2022

Welch – Asked for a list of requests by department to be generated showing who’s worked on their RORIs. Shortly we’ll be reviewing the RORIs to come up with an “up-down” for Finance Committee and Select Board.

Ms. Vieth left 10:47 am.

Discussed security cameras priority, impact on operations and maintenance, high cost of Airport employee housing, and what pays for the charge stations for electrical vehicles.

Bridges left 11:00 am.

No further discussion

8. Adjournment

Motion **Motion to Adjourn at 11:03 am.** (made by: Hussey) (seconded)

Vote Carried 4-0

Submitted by:
Terry L. Norton

PROPOSED

Town of Nantucket, Massachusetts
Capital Improvement Plan
FY24 thru FY33

Solid Waste (G)

Project Name	#	Priority	FY24	FY25	FY26	FY27	FY28	FY29	FY30	FY31	FY32	FY33	TOTAL
Landfill Closure: Phase 1 (supplemental funding)	SWEF-20-001	high	5,000,000	-	-	-	-	-	-	-	-	-	5,000,000
Solid Waste (G) Total			5,000,000	-	-	-	-	-	-	-	-	-	5,000,000

Solid Waste (E)

Project Name	#	Priority	FY24	FY25	FY26	FY27	FY28	FY29	FY30	FY31	FY32	FY33	TOTAL
Purchase of NEW staff vehicle (Ford Ranger or equivalent)	SWEF-23-004	medium	50,000	-	-	-	-	-	-	-	-	-	50,000
Materials Recovery Facility Improvements-Third Baler	SWEF-23-016	medium	380,000	-	-	-	-	-	-	-	-	-	380,000
Transfer Station-Second Scale	SWEF-23-017	medium	210,000	-	-	-	-	-	-	-	-	-	210,000
Paving and Storm Water Improvements	SWEF-23-018	high	500,000	-	-	-	-	-	-	-	-	-	500,000
Purchase Composter	SWEF-25-001	medium	-	1,000,000	-	-	-	-	-	-	-	-	1,000,000
Possible Purchase of Transfer Station	SWEF-25-002	medium	-	1	-	-	-	-	-	-	-	-	1
Solid Waste (E) Total			1,140,000	1,000,001	-	-	-	-	-	-	-	-	2,140,001