COMMISSIONERS: Nat Lowell (Chair), Fritz McClure (Vice Chair), Matt Fee, Jack Gardner, Wendy Hudson, David Iverson, Bert Johnson, Leslie B. Johnson, John Trudel, Maureen Phillips, and Judith Wegner

MINUTES
Friday, May 29, 2020
Remote Meeting via Zoom and YouTube – 1:00 p.m.

Purpose: Regular Meeting:

STAFF IN ATTENDANCE: Andrew Vorce, Director of Planning; Eleanor W. Antonietti, Land Use Specialist; William Saad
EARLY DEPARTURES:
ABSENT: Matt Fee; Leslie Johnson; Jack Gardner
OTHER: Derek Shooster, MassDOT; Hillary Rayport

I. Call to Order:
1:05 p.m.

II. Establishment of Quorum:
LOWELL announced that this Open Meeting of the Nantucket Planning and Economic Development Commission is being conducted remotely via Zoom and YouTube, consistent with Governor Baker’s Executive Order of March 12, 2020, due to the current State of Emergency in the Commonwealth due to the outbreak of the “COVID-19 Virus.”

III. Approval of Agenda:
ROLL CALL of those participating:
1. Nat Lowell  Aye
2. John Trudel  Aye
3. Fritz McClure  Aye
4. Judith Wegner  Aye
5. Dave Iverson  Aye
6. Bert Johnson  Aye
7. Maureen Phillips  Aye
8. Wendy Hudson  Aye
Agenda adopted by UNANIMOUS consent.
IV. Approval of Minutes:

- April 28, 2020

The MOTION was made by Dave Iverson and seconded that the NP&EDC does hereby vote to approve the NP&EDC minutes for April 28, 2020.

ROLL CALL VOTE:
1. Nat Lowell Aye
2. John Trudel Aye
3. Fritz McClure Aye
4. Judith Wegner Aye
5. Dave Iverson Aye
6. Maureen Phillips Aye
7. Bert Johnson Aye
8. Wendy Hudson Aye

Minutes adopted by UNANIMOUS consent.

V. Public Comments:
NONE

VI. Action / Discussion Items:
A. 3C Programming Documents:
   1. FFY 2021 UPWP – authorize for public review

SHOOSTER explains how we get paid for our 3C planning work through the UPWP. It lists the tasks. Funded 80% by Federal Highway Administration and 20% by MassDOT.

VORCE explains the funding breakdown. We have the vacancy so Eleanor Antonietti and Billy Saad are contributing part of their time. Normally contributes 10% of his time but this has been increased to 20%. We have programmed pretty much as we did last year and cut out some of the projects we won’t have ability to do right now. Focused on giving support to Selectmen.

SHOOSTER in event that NP&EDC does find a replacement for Mike Burns during FFY 2021 (October 1, 2020 – Sept. 30, 2021) – that would require approval from MassDot for change in personnel. Shared staff time is approved for now.

PHILLIPS do we have anything specific as to adapting to Covid?
SHOOSTER has not had chance to read through document yet. Will do once released for public review. We will place emphasis on any changes needed in response to Covid 19.

VORCE nothing specific in plan that reflects upon that directly but there is a reality that a number of the tasks will not continue like traffic counts, deferred capital programs, cross regional projects. DPW Director and he are struggling to keep 6 projects going. We are advertising for Transportation Planner as an essential position. This is a year of treading water and doing best we can. DPW has a hiring freeze as well. Need to deal with a lot of things such as getting seating outside that have some overlap with roads. Not a year to start new projects. Have 5-6 existing contracts that we need to complete. All capital expenditures are deferred for now.

PHILLIPS asks if we will be able to adapt this in some way before it gets to public review to make it more meaningful for the public. Not sure how that fits into this usual process. Important for people to know how our priorities have been impacted.

LOWELL This is a broad question that may not have an answer. Maybe we just ask to be updated on things that are of concern over next few months.

VORCE that should be a separate agenda item at July meeting. This is really an annual exercise that sets funding and the broad categories of work. It has been adjusted to reflect the reality of
staff shortage that is likely to be an issue at the beginning of the next fiscal year. He doesn’t see strong connection between this plan and all that is happening.

LOWELL maybe at future SB meeting we could have an agenda item explaining what Maureen is talking about. They have to approve what we do.

SHOOSTER With the release of this document, Commission members can provide their own feedback about concerns as it relates to the pandemic. You can ask that the Commission approve a letter to go out with this document. That can be part of the process.

McCLURE As he recalls, this document primarily relates to allocation of resources, Staff time, and funding of staff rather than particular programs. Suggests that someone summarize areas of the plan that might deal with items that may not be focused on this year.

SHOOSTER directs members to look at Page 12 of document – Page 21 of Packet. Lack of funding for some tasks probably is likely due to lack of capacity to perform the task or there are conditions that would prevent them.

VORCE confirms. Just to be clear, this is opening this up for review. Between now and the next meeting in July, Commission members will have time to review and submit comments. It is a 21-day review period and we will discuss again at the July meeting.

The MOTION was made by Fritz McClure and seconded that the NP&EDC does hereby vote to authorize release of the Draft 2021 UPWP for a 21-day public review period.

ROLL CALL VOTE:

1. Nat Lowell  Aye
2. John Trudel  Aye
3. Fritz McClure  Aye
4. Judith Wegner  Aye
5. Dave Iverson  Aye
6. Maureen Phillips  Aye
7. Bert Johnson  Aye
8. Wendy Hudson  Aye

The vote was UNANIMOUS.

2. FFY 2021-2025 Transportation Improvement Program – close public review period and approval

SHOOSTER MassDOT reviewed the document and we have a checklist for all regions. Not everything is applicable to Nantucket because not an MPO (“Metropolitan Planning Organization”), NP&EDC had endorsed the state’s safety performance measures which were added into this document. There were several sheets from last year that were no longer applicable this year, because we moved to online. Page 58 of document shows SRTS (“Safe Routes to School”). There were 5 years of transit expenses. Beyond that, he doesn’t think MassDOT had any further comments.

RAYPORT She wants to take opportunity to be heard, given that this is a public process. Her submitted letter is detailed. She is raising questions as a resident, voter, tax payer.

SHOOSTER can go down the list of comments. The LRTP (“Long Range Transportation Plan”) was endorsed by region last year and had a list of projects over long range. No funds in this FFY 2021-25 are being programmed to any projects in LRTP using your regional target. Not sure if SRTS was reflected in LRTP but that is receiving federal funding and is reflected in TIP document for this year. Region receives about 1/2 million dollars. There are conditions as to when and how projects can be funded with federal dollars. There are no projects in any stage of design that are ready during 5 year time line, therefore not programmed in highway section of
TIP. We work on design status and updates for different priority projects. As to Bartlett Road roundabout and CMAQ ("Congestion Mitigation Air Quality") funding eligibility, he is not familiar, but it is not funded with TIP money at moment. VORCE that project is not moving forward. SB are not supporting so not funded. TRUDEL asks Andrew regarding implementation of 3 STOP signs at Surfside and Bartlett Roads. It was supposed to be a test to see if we needed roundabout. Asks if that will be permanent solution? VORCE thinks so. RAYPORT asks about Complete Streets work and status. We do need sidewalks in some areas. Why can’t we deploy the ½ million dollars to do that work? SHOOSTER The committee that meets for CMAQ gives a status regarding CMAQ eligibility. Certain conditions have to be met – i.e. either reduce congestion or improve air quality. If that impact can be demonstrated to the committee, the process involves going through CMAQ consultation. Right of Way needs to be sorted out. Different levels of design status have to be approved and it has to be fiscally constrained before it can be programmed in the TIP at a given time. You cannot program a $3 million project that takes 1 or 2 years to construct unless you can make up the deficit when you have ½ million per year. IVERSON asks what we have to do as a Town to get a project on the TIP. SHOOSTER explains process. Have to work with a designer. Depending on cost and whether consistent with LRTP goals and something that can be fiscally constrained, it could be programmed in the TIP. IVERSON so we identify, fund the planning, and get it on the TIP. A lot of hoops that we need to jump through before it can appear on the TIP. LOWELL Town Meeting gave thumbs up re. Milestone Rotary last year. It’s not a TIP but it is state money. SHOOSTER not familiar with design details and status unless they receive federal funding. That is a question for District V. If it is not receiving federal funding, it is not reflected on the TIP. He can follow up with District V and work with Staff. Over next year, if Nantucket works closely with highway division and if Right of Way environmental concerns are addressed, if it is at a different place a year from now and ready to be programmed within 5 year time line, it could be a project that the NP&EDC recommends to program in next TIP. Not there yet. He will make sure to invite someone from District V to next meeting so they can comment. WEGNER has to go to another meeting at 2pm but agrees that this can be very complex.

The MOTION was made by Judith Wegner and seconded that the NP&EDC does hereby vote to close the 21-day public review period, to approve the FFY 2021-2025 Transportation Improvement Program as recommended by Staff, and to authorize the Chair to sign the endorsement.

**ROLL CALL VOTE:**

1. Nat Lowell     Aye
2. John Trudel   Aye
3. Fritz McClure  Aye
4. Judith Wegner  Aye
5. Dave Iverson   Aye
6. Maureen Phillips Aye
7. Bert Johnson   Aye
8. Wendy Hudson   Aye

The vote was **UNANIMOUS.**
McCLURE thinks we should give detailed responses to Hillary’s comment letter. To the extent that this $500,000 could be used for any of the projects that she mentions, it is always possible to include those in a subsequent year.
RAYPORT hopes we do use these funds in the future. Perhaps put on agenda in July. Long lead time for these projects.
SHOOSTER valid remarks. MassDOT does not like to see regions leave money on the table and projects can become more expensive. In last 6 months, MassDOT prepared guidance for regions on flexible ways to use regional funding target money. The goal is to present tangible low cost projects that could help you leave less money on the table or program all available funds.
PHILLIPS do we need to make a motion to have it on the agenda next time?
LOWELL important to maintain a good discussion of where things come from, what are priorities and how funding.

VII. Other Committee Reports
PHILLIPS Conservation Commission is meeting every other week for usual 3-4 hours. Not much has changed in terms of what they are looking at. They have been talking about public understanding and awareness. Development is being pushed to edge of everything. We have jurisdiction of 100’ from wetlands, after 50’, the developers are cramming everything they can right up to edge. There is always a cabana and pool and firepit. We may start thinking about policy issues and having better communication between different committees.
McCLURE Coastal Resiliency Advisory Committee has not been meeting. Staff has been working to move forward with hiring a consultant for the committee.
HUDSON (re. her appointment to the Economic Recovery Advisory Board) Governor is having press conference. They have no decision making power. They had not met since 5/16 and just met again yesterday. Feels strongly about the treatment of small business. In terms of economic development, we are pivoting some of our hospitality as a workforce opportunity. Wonders if the broadband coverage is good enough. Perhaps we could write an official letter to Comcast.
VORCE we can update commission in July.
B JOHNSON SB gives our license to Comcast so maybe the letter should also go to SB.
RAYPORT likes the different perspectives on this commission. The NHC (“Nantucket Historical Commission”) has been meeting via Zoom. Would like to have a feedback loop to think about intersection of historical priorities with planning.
LOWELL we can invite Rob McNeil to next meeting. He is an ex officio with this group and we will be working with him more since Mike Burns is not here.
SHOOSTER the Statewide CIP (Capital Investment Plan) is accepting comments for 6/1 it is on mass.gov/CIP. It is beyond the TIP.

VIII. Other Business
NONE

IX. Adjournment
Bert Johnson moved to adjourn the meeting at 2:22 p.m.; Fritz McClure seconded. So voted by Roll Call Vote.
1. Nat Lowell Aye
2. John Trudel  Aye
3. Fritz McClure  Aye
4. Judith Wegner  Aye
5. Dave Iverson  Aye
6. Maureen Phillips  Aye
7. Bert Johnson  Aye
8. Wendy Hudson  Aye
Meeting adjourned by **UNANIMOUS** consent.

Submitted by:
Eleanor W. Antonietti