



MEETING POSTING

TOWN OF NANTUCKET

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Committee/Board/s | Capital Program Committee

Day, Date, and Time | Thursday, January 20th, 2022 @ 10:00 AM

Location / Address | **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-sgxA1fdoxteLNzRAUHIXA>

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/86204354196?pwd=UjR5QVZ5MnpLcmI2ek90TUR0VSszQT09>

Meeting ID: 862 0435 4196

Passcode: 190545

1. Call to Order, Roll Call
2. Audio/Video Announcement
3. Approval of Agenda
4. Public Comment
5. Discussion of Solid Waste, Housing (Airport & Town Admin) Requests & RORIs
6. Group RORIs discussion and vote
7. Preliminary discussion of report
8. Green Sheet/Committee Reports

9. Good of the Order

10. Date of Next Meeting – Thursday, January 27th, 2022 @ 10:00 AM

11. Adjournment



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

Members: Stephen Welch (Chair), Jill Vieth (vice chair), Richard Hussey (Secretary), Jason Bridges, Kristie Ferrantella, Pete Kaizer, Christy Kickham

MINUTES

Thursday, December 9, 2021

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

Called to order at 10:09 a.m. and announcements made by Mr. Welch

Staff: Richard Sears, Assistant Director Finance; Terry Norton, Town Minutes

Attending Members: Welch, Vieth, Hussey, Bridges, Ferrantella, Kaizer, Kickham

Documents used: Draft minutes for November 18, 2021; FY2023 Capital Improvement Plan (CIP) Requests

Agenda:

Motion **Motion to Adopt the agenda.** (made by: Hussey) (seconded)

Roll-call Vote Carried 6-0//Hussey, Ferrantella, Kaizer, Kickham, Bridges, and Welch-aye

I. PUBLIC COMMENTS

None

II. APPROVE MINUTES

1. November 18, 2021

Motion To be circulated for review

Roll-call Vote N/A

III. DISCUSSION OF GROUP RORIS AND RELATED MATTERS

Discussion **Welch** – RORIs need to be wrapped up today so he can provide the Up-Down list to the Town Manager. Reviewed the Group RORI rankings. Anything more than 10% above the average goes into the hopper, which is voted on at the end of the meeting. The category is projects more than 10% below average which will be recommended to an outyear. We can focus on the items within the 10% band; if and when we have a funding source from Town Manager, that will weed out some of those projects.

Bridges – The Milestone Road/Polpis Road bike path will be more expensive than projected; he recommends putting it in review or moving to an outyear and have Town Manager clarify the change

Sears – LORAN Housing Phase II is going from \$2.5m to \$4.5m and Washington/Francis/Union intersection has dropped from \$1.5 to \$.5m.

Welch – We will be reviewing dollar changes at the next meeting. Any 10% band items that are not otherwise recommended, will go into the hopper.

Kaizer – He had some concern about the Airport Maintenance/Equipment/Vehicle because it was all lumped together.

Welch – Our report has a lengthy narrative about our recommendations; part of that will include the recommendations and how we process those recommendations. One recommendation will be when items are lumped together, they are listed in a sub-category, or they are requested separately. No items were put into the review column.

Kickham – He has a tough time with staff vehicles; there's no criteria for replacing the old and adding new. He also wants to know the process of care for any vehicle over its lifetime.

Bridges – He feels the same way about non-specialized vehicles. We need to see the mechanical costs for repair.

Welch – This fits into our discussion about policy and procedures. Vehicles are aging out and staffing numbers are going up; we should know how much use a vehicle will get. Also, we want to know what vehicles are under central fleet management and the type of maintenance they will get. If there's no maintenance plan in place, we need to ask that one be created.

Kaizer – It's hard to bump something up because it's short money. The value is what it is; the question is do we have the latitude to bump something up because it's short money or because it's more money and could potentially save lives.

Ferrantella – Our questions don't always match up with the RORIs. It's hard to answer if it will increase efficiency.

Welch – Reviewed the categories used to help rank projects on the RORIs. We are trying to promote scheduled replacement. The criteria determine the outcome; maybe we should have a discussion about that. He'd like to broaden the discussion about funding source and impact on the tax base.

Kickham – A few years ago, we had access to each-other's RORIs; that generated discussion. Asked if those can be shared.

Welch – He feels there's greater utility in doing that closer to ranking the requests. We need to build time into our scheduled to do that.

Sears – He doesn't think its because the categories are not correct; it's because there's a true dichotomy of views on which projects should go forward.

Welch – There is value in doing the RORIs together. There is an inherent difficulty with the categories.

Hussey – The Airport AIP projects, confirmed those are paid for 90% by Federal funds, 5% by State funds, and 5% by the Town. Asked if CapCom has ever approved an AIP project that the government didn't follow through with the funding.

Sears – He will look that up.

Hussey – Asked why we don't approve all of those because of the significant government funding.

Welch – This is an area where practices might outweigh the averages. The RORI provides rankings relative to standardized criteria. If something is fully paid for by someone else, it doesn't fit our ranking criteria and we can put those in the hopper. There are categories that override rankings - imminent threat and legal requirement - if anything recommended for outyear and falls into those categories, we would adjust our list at the next meeting.

Kickham – That question came up to the Airport; he recalls that the Airport said if an AIP project wouldn't be funded, they said they will pull it. Regarding Airport Rescue and Fire Fighting Truck, in their garage, they have 3 almost new-looking trucks; they take really good care of their equipment and keep it garaged.

Sears – This new fire truck is a requirement for the new sized equipment JetBlue will be bringing to the Island.

Welch – This is a great example of timely review of RORIs and the function of department liaisons.

Kaizer – The under-10% that don't go into the hopper, asked if that has always been the hard line in the sand or can we vote to raise something to move forward. The score for Active Shooter Response at \$75,000 is below 10% but thinks we should consider it.

Welch – That was his intention for going through the list; if someone wants to do that, we can at next-week's meeting.

Kaizer – For short money, the Active Shooter Response seems a good benefit to the community regardless it's being a low probability for use. He also wants to discuss the Skate Park Fencing at \$75,000.

Kickham – Utility Terrain Vehicle is something he'd like to discuss.

Welch – In January, we might come up with a vehicle acquisition policy.

The Body Camera Replacement/Upgrade might be a legal requirement; this is dependent upon what Mr. Sears finds out.

Kaizer – Wants to review the “Forestry Package” for the Cat Skid.

Ferrantella – Called out the Fleet-Mechanic Truck and Mini-sweeper; those are very outdated. Also wants to discuss Affordable Housing; she feels it’s a soft cost and a community benefit.

Welch – We do have the capacity with respect to soft costs to make a recommendation based upon our own rationale.

The Airport projects are of interest to him regarding legal requirements.

Hussey – He’d like to look at the Airport Rescue and Fire Truck.

Kaizer – If it’s an AIP project, we should definitely discuss.

Sears – That AIP rating might be in error; he’ll check it.

The DPW Mechanic Truck is a new purchase; they don’t have one.

Welch – Asked if when Mr. Sears could review any of the below 10% for life-safety and legal.

Sears – He can do that by close of business on Monday.

IV. OTHER BUSINESS

1. Green Sheet/Committee Reports

a. Item 1

2. Good of the Order

a. Item 1

3. Date of the next meeting

a. Thursday, December 16, 2021 at 10:00 a.m.

Discussion about when meetings will go back to being in person and how long CapCom can meet via ZOOM.

Adjournment:

Motion **Motion to Adjourn at 11:16 am.** (made by: Ferr) (seconded)

Roll-call Vote Carried 6-0//Ferrantella, Kaizer, Kickham, Hussey, Vieth, and Welch-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, Kristie Ferrantella, Pete Kaizer, Christy Kickham

MINUTES

Thursday, December 16, 2021

*This meeting was held via remote participation using ZOOM and YouTube,
Pursuant to Governor Baker's March 12, 2020 Order Regarding Open Meeting Law*

Called to order at 10:06 a.m. and Announcements made.

Staff: Richard Sears, Assistant Director Finance; Terry Norton, Town Minutes
Attending Members: Welch, Vieth, Hussey, Bridges, Ferrantella, Kaizer, Kickham
Late arrival: Bridges, 10:09; Kickham 10:12
Early Departure: Kaizer & Bridges, 10:59 am
Documents used: Draft minutes for November 18, 2021; FY2023 Capital Improvement Plan (CIP) Requests

Agenda:

Motion **Motion to Adopt the agenda as amended.** (made by: Hussey) (seconded)
Roll-call Vote Carried 5-0//Hussey, Kaizer, Ferrantella, Vieth, and Welch-aye

I. PUBLIC COMMENTS

None

II. APPROVE MINUTES

1. November 18, 2021

Motion **Motion to Approve.** (made by: Hussey) (seconded)
Roll-call Vote Carried 5-0//Hussey, Ferrantella, Vieth, Kickham, and Welch-aye

III. DISCUSSION GROUP RORIs; VOTE PRELIMINARY CURRENT RECOMMENDATIONS

Discussion **Welch** – This is a review of requests brought up by the membership.
NFD, Active Shooter Response:

Bridges – He and Mr. Kickham felt the RORI didn't allow them to put stuff in; he thinks this is important and should be advanced.

Welch – Asked if there is an associated personnel component. We don't normally get into that except for a new service.

Sears – No, this is for training and equipment.

Motion **Motion to enter to hopper.** (made by: Kaizer) (seconded)

Roll-call Vote Carried 6-0// Kaizer, Ferrantella, Bridges, Hussey, Vieth, and Welch-aye
NFD, Utility Terrain Vehicle:

Kickham – He had tried to reach out to Fire Chief Murphy but didn't have a chance; he's willing to let this slide for a year. There are so many remote trails and places a normal 4-wheel-drive can't get to; he wanted to know how helpful this might be for retrieving patients from otherwise inaccessible areas.

Welch – To summarize, it's a relatively cheap cost to save a life. We have not yet reviewed the recommended overall funding sources; if this does go into the hopper, we can reprioritize based upon funding.

Motion **Motion to enter into hopper.** (made by: Kickham) (seconded)

Roll-call Vote Carried 6-1//Kickham, Ferrantella, Bridges, Hussey, Vieth, and Welch-aye; Kaizer-nay

Sear – Wants to point out 2 highly rated NFD requests being pushed out outyears; he wants to be sure everyone is comfortable with that: Administration Car Training/EMS and Technical Rescue Equipment.

Kickham – For the past few years, NFD has brought the Technical Rescue Equipment to us, and we deny it. It keeps coming back.

Welch – We're working with their criteria; he's okay with requests coming back repeatedly and we recommend it to an out year; we're saying in overall prioritization and cost it's not high on this-year's list.

Kaizer – It seems there's more utility work and trenching that require the anti-collapsing gear.

Vieth – It seems there's a lot of cross over between NPD and NFD; she's trying to understand that. For instance, do we need active shooter and trench equipment for both or is there some kind of coordination.

Welch – The active shooter for NFD is protective in nature while NPD is "remedial." With respect to anyone doing commercial digging, there is licensure in place.

Vieth – Her thought on the Active Shooter, she doesn't think of the NFD as using weapons. She's surprised that we want to "weaponize" the Fire Department.

Welch – For the NFD, there are no weapons, just protective gear for the responders so they can do their job.

DPW, Replace Chain-linked Fence Around the Skate Park:

Welch – He had asked for clarification on why the Skate Park Fence isn't under the school. This is on Town Land.

Sears – Apparently the current fence is damaged enough that kids can access the park by crawling under it.

Kaizer – He had asked this to be reviewed. Kids are climbing on and under the fence and could create an environment where someone gets injured. The more we can do to provide safe recreational activities for our youth the better.

Welch – Asked if there is lighting at the skate park (yes).

Kickham – He had neglected to ask Diane O'Neil if the fence replacement is the same or are they adding a locked gate.

DPW, Fleet "Forestry Package" for Cat Skid:

Kickham – He had asked for this; they are looking for approval of equipment that works with this package in order to keep roadways, multi-use paths, and sight-lines clear.

Kaizer – There was some confusion regarding this; it's a new piece of equipment; he thinks the Committee was put off because it wasn't ordered when the skid steer was purchased. It's short money that increases the efficiency of a piece of equipment.

Kickham – You don't want to deter them from doing the work because they don't have the right equipment.

Welch – This is one of those ones that's a force multiplier because it's a more adaptable piece of equipment that frees people up.

Motion

Motion to enter into the hopper. (made by: Kaizer) (seconded)

Roll-call Vote

Carried 7-0//Kaizer, Hussey, Bridges, Kickham, Vieth, Ferrantella, and Welch-aye

DPW, Fleet Mechanic's Truck:

Ferrantella – She asked for this. She reviewed it and she's okay with the current rating.

Kickham – The DPW has to get back on its feet before introducing a new program.

Town Admin, Affordable Housing:

Ferrantella – This is a critical need; she doesn't understand why it was rated so low.

Welch – There were very high and very low ratings: 3 low, 1 middle, 3 high. It would be used for the cost of appropriating land and for design of the housing.

Sears – This is a critical need for the Island. We desperately need this funding.

Bridges – Agrees with Ms. Ferrantella and Mr. Sears about the critical need.

Kaizer – He understands how critical this is and thinks it is a high priority though it came out rated low in his RORI.

Kickham – He too gave this top marks. He'd be on board with a shift.

Vieth – She might have been confused because the number was so low, and she didn't know what the money was for: administration or design. It seemed the person requesting the money didn't know what it would be used for.

Sears – The \$1.625 matches the amount put in last year; his understanding is Town Administration will continue to fund this at that rate for subsequent years. The office costs come out of the Town operating budget; this is for acquisition and design.

Vieth – She would prefer it be more specific regarding the use; there needs to be accountability.

Kickham – Under cost and funding on the RORI, it shows last year's funding. It's probably that they are figuring out their approach to this. The project summary details the host of items the money would be used for.

Bridges – Suggested getting more detail from Tucker Holland or the Affordable Housing Trust Fund (AHTF).

Vieth – Feels they have enough properties they could detail this for design specifically.

Welch – His thoughts were similar. This is a very important initiative. He voted low because that's how the RORI worked out. However, as more assets are acquired and more dollars designated for the effort, the community will want more details on where the money is going and the timelines. He also supports getting additional information. He will tag this to have on the January 4th agenda with additional information. In the nature of specifics, he's okay with a request like this not having a ton of specifics because it's an emergent situation; over time we need to become more specific. Airport, Nobadeer Farm Road Housing Development-Design:

Vieth – This is for housing design; it's a 1st step in a multi-year process.

Welch – The concern was that the overall dollar amount worked out to be between \$5m and \$6m.

Sears – It was for 2 duplexes totaling 10 beds. The \$1.152 is for the design and engineering costs. They own the land already. The total will be around \$7m.

Welch – He was hoping the Airport Commission might review this and resubmit with a new dollar amount. When we get to a saturation point, we need to look at exactly what the money is being spent on and how this is more beneficial over another housing project. He wants to know why the cost is so much higher than the prevailing market rate for similar housing.

Hussey – He would support sending this back to the Airport Commission so they can come back with a more detailed dollar amount.

Welch – Asked Mr. Sears to ask the Airport Commission if they can pin the numbers down. Airport, Airport Rescue and Fire Fighting Truck-AIP

Hussey – He asked for this to be reviewed; it's AIP funded. There has never been an AIP project for which we haven't been reimbursed.

Welch – Clarification from the Airport is important.

Motion **Motion to enter into the hopper.** (made by: Hussey) (seconded)

Roll-call Vote Carried 7-0//Hussey, Kickham, Bridges, Ferrantella, Vieth, Kickham, and Welch-aye

Welch – We've had 15 new requests for the Solid Waste facility; those have been pushed to the software. Asked if they have any background.

Sears – The email is from Waste Options and the background is in that email; he'll highlight the email to each request. There are no details as yet.

Welch – He wants to know where we're headed on management of the Solid Waste facility; costs are coming in and he wants context. As a segway is submissions without back up; that will be held over for the next meeting. Another question is how we handled processing of vehicle requests. That would be a good discussion with Mr. Kaizer present.

IV. PRELIMINARY DISCUSSION REPORT RECOMMENDATIONS

Discussion **Welch** – We can pick this up on January 4th. For Monday, December 20, we scheduled an update on approved projects to date and if we need to make changes. Because we have late requests, we'll focus on those in front of us. Another thing we might discuss, based upon the Solid Waste discussion, is whether or not we need to request an extension for the date we turn in our report.

V. OTHER BUSINESS

1. Green Sheet/Committee Reports
 - a. None
2. Good of the Order
 - a. None
3. Date of the next meeting
 - a. Monday, December 20th, 2021, 10:00 am

Adjournment:

Motion **Motion to Adjourn at 11:04 am.** (made by: Hussey) (seconded)

Roll-call Vote Carried 5-0//Hussey, Ferrantella, Vieth, Kickham, and Welch-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, Kristie Ferrantella, Pete Kaizer, Christy Kickham

MINUTES

Tuesday, January 4, 2022

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

Called to order at 10:00 a.m. and Announcements made.

Staff: Richard Sears, Assistant Director Finance; Terry Norton, Town Minutes
Attending Members: Welch, Vieth, Hussey, Bridges, Kaizer
Absent Member: Ferrantella, Kickham
Early Departure: Bridges, 10:59 am.
Department Heads: Tucker Holland, Housing Director; Tom Rafter, Airport Manager; Graeme Durovich, Department Public Works (DPW)
Documents used: Draft minutes for November 16, 2021; FY2023 Capital Improvement Plan (CIP) Requests

Agenda:

Motion **Motion to Adopt the agenda.** (made by: Kaizer) (seconded)

Roll-call Vote Carried 5-0//Kaizer, Hussey, Bridges, Vieth, and Welch-aye

I. PUBLIC COMMENTS

None

II. APPROVE MINUTES

1. November 16, 2021 (joint meeting)

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

Roll-call Vote Carried 4-1//Hussey, Kaizer, Bridges, and Vieth-aye; Welch-abstain

III. REVIEW ITEMS IDENTIFIED FOR PRIORITIZATION REVIEW

1. Nantucket Memorial Airport

Discussion **Welch** – We are reviewing the Airport Housing proposal. We had interest revolving around the overall cost related bedroom cost versus to what the Town is spending.

Rafter – In addition to prevailing wage, we have to meet MEPA standards, for example the building with the recycling, requirements regarding emissions. We started with a big number and are backing into it as we work on what we need. Our new commissioner is knowledgeable with building housing for employees, so we're depending on his advice. We thought initially of 2 buildings with 3 bedrooms each; now it might be 2 single-family dwelling (SFD) and a duplex. We are starting at the conceptual design level to figure out what we need. Reviewed the level of detail in the Cost Analysis & Model; working out costs per bedroom. When we get an appropriation based upon construction costs, companies tend to base their bids on that; if the appropriation is low, bids come in too high.

Welch – The additional information is helpful with trying to be accurate and concise. Asked Mr. Rafter to provide numbers with details.

Hussey – Asked if the housing is for current senior-level employees.

Rafter – We went through a period to get approval to put housing on Airport Property and to determine who could use the housing; we've narrowed it to senior-level management. Once we get into the Union, we have to negotiate. The FAA has said we can use it for anyone with emergency-response capability for the Airport; that means if we have a vacancy, we can make it available to Fire and Police since they provide emergency services to the Airport.

Proposed CapProCom Minutes for January 4, 2022

The model shows 2 building with 4 units; that is being rethought because there may be a need for a SFD type situation. We have to be careful as we go through the permitting for our master plan. Transportation Security Administration (TSA) would not be using these units; he doesn't believe they would be allowed to.

The argument we made to get Federal permission to build housing on our property was our mutual aid response, which is a minimum of 4 hours by boat.

Vieth – The \$800 per square foot sounds very high.

Rafter – The \$1.15 is a small estimate that we are still working on.

Hussey – Asked if the structures will be modular or stick built.

Rafter – That is the big-money question. We are looking at other employee housing projects on the Island to decide which would be best.

Kaizer – It seems like there are significant savings in using modular construction. In terms of pricing and options, asked if there is a pivot for the SFD.

Rafter – That would be based upon what the concept comes out.

Kaizer – Asked if the SFD might require a secondary appropriation.

Rafter – That depends upon how many bedrooms are needed. We're concerned with what it will cost us and the cost to us if we have only 50% occupancy.

Welch – Asked if the \$800 includes the soft cost of Phase I or just construction.

Rafter – It includes the design.

Welch – There are a couple of scenarios – 2 duplex and 2 SFDs with a duplex. Asked for the number of bedrooms under each scenario.

Rafter – In the 1st scenario, it's 10 bedrooms; in the second, it could end up the same number of bedrooms over the 3 structures. We have all the site clearing and utilities done.

Welch – From the operations side, asked if there would be any restriction for the airport in receiving non-airport functions.

Rafter – He thinks so; we need to work with Brian Turbitt on that. We have discussed the impacts on employees because there is a tax impact which affects the fair-market value.

Welch – Simple housing can be used as a non-tax benefit. His concern is the restrictions and potentially the manipulations if units are rented back to the Town. Asked what the restrictions are for leasing property to Town personnel.

Rafter – If we hire someone to manage the property, it doesn't matter whether or not they are a Town or Airport employee. We are limited on what we may do; the critical part is selecting who gets what, so we are looking at a matrix for making the decision. Doesn't know the financial impacts of those.

Welch – Asked the percentage to be attributed to overhead related to the Airport doing this versus any other entity.

Rafter – Going through permitting, we got feedback on electric, heating, and reducing greenhouse emissions. Hard costs have prevailing wage and other requirements Federal agencies put on us; there are a lot of caveats put on us.

2. Affordable Housing

Discussion **Welch** – We are looking for a general distinction between what these funds are used for versus recently expended funds.

Holland – Last year, Town Administration made a commitment to fund the Housing Office with \$2m a year divided across Article 8 and Article 10. Last year in addition to the \$1.625 of Article 10, there was a \$6.5m bonding authorization. This year we are proposing level funding to last year with an additional funding authorization under Article 10.

Use of last year's appropriations to date: closed on acquisition of property at a discount, earmarked a portion for subsidy of Ticcoma Green, planned the acquisition of 12 & 12R Bartlett Road, funded 3 Habitat for Humanity units on Benjamin Drive, and set a subsidy for 135&137 Orange Street. We also have a debt service reserve.

Proposed CapProCom Minutes for January 4, 2022

The funds we are seeking this year are for further subsidy of 135&137 Orange Street and to acquire property for homeownership opportunity.

Vieth – Asked when they will have a permit for Ticcoma Green.

Welch – It would be helpful to have detailed background information for future requests. At this time, he wants to focus on the target purposes for this request.

Vieth – It would help her to understand the request because \$1.6m doesn't seem like enough for design.

Welch – He thought this request was more for acquiring out-right ownership or interest and if that money will go to other programs.

Kaizer – It strikes him that the \$1.615 is to cover the budget and capital expenses for the Town Housing Office and toward individual projects.

Vieth – She thinks this is for design; compared to Mr. Rafter's numbers, it's not enough.

Welch – We have confusion on the spectrum of use.

Holland – He thinks the Committee is looking at information Finance put together based upon conversations.

The request under Article 10 would provide about \$12.1m. About 70% of the funding is toward construction subsidy of 135&137 Orange Street development for 20 to 30 rental units, which all count toward the SHI 10% requirement. Also, about 30% would go toward an opportunity to purchase property that lends itself to homeownership for year-round residents in a residential neighborhood; some but not all of these units will count toward SHI.

Welch – Suggested that as the Housing Office comes to CapCom in the future, they stick to one theme to make it easier to understand; we know there's a recurring commitment to be revisited at intervals over time.

3. Solid Waste

Discussion

Welch – We'd like to touch upon each request; only one has an out-year element.

Durovich – The highest priority is roof replacement for the MRF building, which is owned by the Town, so the Town is responsible for maintenance of the building and equipment.

Hussey – Asked how much was previously approved and why it wasn't used.

Durovich – That was \$468,000; there have been a lot of procurement challenges with the roof. Next, we have vehicles. We have staff using rejected vehicles; hoping to go electric and staying with Ford. Next is another upgrade in the restroom and breakroom for the MRF.

Hussey – Asked if this MRF request is because the new building has been put off and when it is planned.

Durovich – That new building is for the DPW and is separate to Solid Waste.

Welch – It seems as if we will be retaining ownership of these facilities; asked how those fit into the long-term plan and use of the facility if some of these are going to be outsourced off Island.

Durovich – Much of this has been underfunded for several years.

The Waste Options contract expires at the end of November 2025; we talked about what comes next. The Town wants to own all the facilities; the Construction and Demolition (C&D) building and composter are currently owned by Waste Options. She sees the Town purchasing those. In terms of operation moving off Island, we still need a place to receive recyclables.

Vieth – Asked what percentage of the trash can be composted.

Durovich – We receive about 12,000 tons of solid waste, 13,000 tons for yard waste; C&D is the largest fraction getting shipped off at about 8,000-9,000 tons.

Next is the Cat Walk; these are the platforms used by the public to access the dumpsters; this is for the concrete base and installation.

We are proposing moving The Sparks Rotary trailer to TIOLI for operations and staff facilities.

Next is TIOLI improvements: replace leaking roof and siding replacement.

Next is a new building for hard-to-manage waste; this is coming up with urgency because Department for Environmental Protection (DEP) voted in a new waste ban to go in effect in December 2022.

Hussey – Asked the type of building.

Durovich – A simple metal warehouse; we have \$600,000 placeholder. We don't have details yet. Probably couldn't be completed by November 2022 but it would get started.

Welch – Asked what size they need.

Durovich – That depends on conversations about the future of Solid Waste.

Welch – Asked if there is potential this would have plumbing or be solely for storage.

Durovich – It would be storage to get items out of the weather.

Welch – It sounds like this is a true placeholder.

Durovich – MRF sprinklers need to be replaced before inspectors fail the building.

The next two items are physical site security: new and replacement fencing and the front gate.

When we widened the access road, we need a new automatic gate.

There are numerous stormwater improvements needed across the site; we need to treat runoff from the paved composting pad so it doesn't go into the groundwater or Long Pond. It would probably go to the water-water treatment plant.

The sorting station is where we process plastics and tin/aluminum; the conveyor belts need to be replaced and need new ventilation.

The De-bagger is new; it tears off bags from delivered recyclables.

Welch – We have 3 outyear request that we'll hold off on. Suggested an omnibus approach to group these as high, medium and low; some are obvious low priority placeholders.

We will review these requests and form a recommendation.

4. Internal General Discussion

Vieth – Asked if we know what "some ownership opportunity" is. Housing has \$12m.

Holland – We can't get into the details of the acquisition for homeownership opportunity. These are monies critical to meeting the need and staying in Safe Harbor and to address Select Board priorities. We had to reallocate \$2m so these funds are needed to do what we need to get done. There is an error in his spreadsheet; one Article 10 is from 2021 and the other should read 2022; he'll correct that.

Welch – Asked what their per-bedroom cost is for finished and ready to rent; it seems to be \$250-\$280 per square foot.

Holland – Looking at 31 Fairgrounds construction and landscaping, it comes out to \$400,000 per unit; at roughly 2 bedrooms per unit, Mr. Welch's estimate is in the ballpark.

Welch – Asked if there is any discussion for Airport; their dollar number seems high.

Vieth – It's for very few people, and the Town could be on the hook to rent it.

Welch – They have Federal requirements no one else has; that's why he asked about the possibility of a lease-back program. It might be a way around the restrictions and provide the Town more housing.

Vieth – She feels that if they do that, they are forcing the Town to rent it.

Kaizer – Seems odd to force a project the doesn't impact operations.

Vieth – Asked if they can build commercial housing to rent out.

Sears – He doesn't have any further details on that.

Welch – It seems like it's not a big winner in respect to dollar amount.

IV. OTHER BUSINESS

1. Green Sheet/Committee Reports

a. None

2. Good of the Order

a. Welch – Asked that everyone complete their RORI's. He thinks he'll have to request an extension on the report.

Vieth – She's been keeping the Finance Committee Chair Denice Kronau abreast of CapCom discussions.

3. Date of the next meeting

Proposed CapProCom Minutes for January 4, 2022

a. Thursday, January 13, 2022 at 10:00 a.m.

Adjournment:

Motion **Motion to Adjourn at 11:30 am.** (made by: Vieth) (seconded)

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

Submitted by:

Terry L. Norton

PROPOSED



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

Members: Stephen Welch (Chair), Jill Vieth (vice chair), Richard Hussey (Secretary), Jason Bridges, Kristie Ferrantella, Pete Kaizer, Christy Kickham

MINUTES

Thursday, January 27, 2022

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

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

Staff: Richard Sears, Assistant Director Finance; Terry Norton, Town Minutes Taker

Attending Members: Welch, Vieth, Hussey, Bridges, Kaizer, Kickham

Absent Members: Ferrantella

Early Departure: Bridges, 11:16 am

Documents used: Capital Improvement Plan (CIP) Requests; CapProCom FY22 Report and Recommendation

Adoption of Agenda

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

Roll-call Vote Carried 5-0//Hussey, Bridges, Kickham, Vieth, and Welch-aye

I. PUBLIC COMMENTS

1. Bruce Mandel – Part of Nantucket being a Green Community requires vehicles being retired should be repurposed to another department.
Welch – Typically these vehicles are used for so long that they are pretty thoroughly depleted for Town use; they go to auction.

II. DISCUSS FUNDING SOURCES

Discussion **Welch** – All funding sources are in keeping with CapCom review. TM is in agreement with recommendations and has suggested changes.
TRAN-23-003, Decommission Fire Cisterns
FIRE-21-002, Technical Rescue Equip
Welch – Town Manager concurs this be an out-year project.
FIRE-23-004, Administration Car Training/EMS Officer
Welch – The position for the EMS Officer is not resolved with the Union, so it would be premature to approve a vehicle.
HHS-23-001, Vehicles-Replacement (1), Additional (2)
Welch – Town Manager has recommended this be reduced to 2 vehicles at a cost of \$100,000 and the third vehicle pushed to an out year.
NRD-23-001, Vehicles-Replacement (1), New (1)
Welch – Town Manager recommend that this be voted through Town Meeting as a capital exclusion.
PUBL-23-006, Replace and Upgrade Body Camera Video System
Welch – This will go to free cash.
DPW-23-004, Replace chain-link fence around the skate park
Welch – This is Town property the DPW maintains it. It is within our band of 10% average on the RORIs.
Kickham – If the fence is compromised and dangerous, yes; if not he wants to know the reason for the replacement.
Welch – It is compromised, and unauthorized access is available.

DPW-23-012& -013, Fleet Mechanic's Truck and Fleet-Mini Sweeper

Welch – Town Manager recommends moving these into at least medium and are preferred for the coming fiscal year; they are to be funded by capital exclusion.

Kickham – The mechanic's truck, he's never heard of a need to have someone fix something in the field; wants to hear more about what the critical need is.

Sears – His understanding is there have been past requests for a "fancier" truck; this is scaled back. DPW has said they have breakdowns in the field that could be repaired with equipment that would be on this truck.

Bridges – He agrees with Mr. Kickham; in his mind \$120,000 would cover 120 tows; he doubts that many tows would be necessary. He feels differently about the sweeper.

Welch – There was some utility to having tools and equipment on board to fix breakdowns in the field. This will stay where it is.

Sears – At the Select Board, the total for capital exclusion was approved and this was included in that; you can choose not to support.

Welch – He'd prefer that opposed to having 2 sets of numbers between us and the Select Board, a footnote could adjust the grand total.

Kickham – Questions it because it could sit for a long time without being used. He believes the \$120,000 should go to maintenance of vehicles.

Welch – We can add any preference to our footnotes.

Kaizer – He supports Mr. Bridges comments that this is a lot of money and there are other ways to address breakdowns in the field.

Vieth – Asked if getting the truck would take away from local mechanics who repair Town vehicles.

Kickham – There's still a lot of stuff a mechanic would have to do that this truck can't do.

Bridges – He wants to move the sweeper to the hopper; he thinks that is a safety issue.

Welch – He guesses local mechanics would be thrilled for the DPW to have the truck due to the volume of service. Unless anyone objects, we'll leave the mechanic's truck in the outyear, and the mini sweeper will go in the hopper.

ADMIN-22-005, Affordable Housing (Hussey & Kaizer recuse on this.)

Welch – Town Manager has recommended doing this through borrowing. This does fall into our margin and will go into the hopper.

ADMIN-23-003, New Vehicle-Parks and Rec Manager

Welch – Town Manager suggested a capital exclusion. When we reviewed this, we didn't have a Parks & Rec Manager.

Kickham – They just hired someone; he doesn't know if that person has a vehicle; thinks it would be good to consider this.

Welch – This will go into the hopper.

ADMIN-23-005, Coastal Resiliency Planning

Welch – This is a late request through the Select Board; it's a soft cost. Town Manager recommends Free Cash.

Bridges – This is an additional \$500,000; we think this will be needed for the next fiscal year.

Sears – This is the initial \$500,000; the additional \$500,000 is not included here. This came in as a request after discussion with the Select Board.

Welch – Asked where the funding for the other \$500,000 will come from.

Sears – We will be adjusting to \$1m.

Welch – Suggested we determine if it should go into the hopper with comments on the funding sources – each \$500,000 will come from a different funding source. This is an emergent funding need; he has no objection to annual funding but wants planning in what categories the money will be used.

Kickham – Normally he likes to know the funds are being used; thinks in this case, however, we should commit to allocate the amount going forward.

Welch – He will move both \$500,000s to the hopper.

Sears – The funding source is likely to be Free Cash, which was certified at \$19m.

ADMIN-23-006, Baxter Road Relocation Planning

Welch – This has been reviewed and falls within the category of being in RORI band; will go in hopper.

ADMIN-24-001, Island-wide Underground Wiring Feasibility Study

Welch – This is moved to an outyear.

NMA-23-003, TSA Flooring Replacement

Welch – Town Manager has suggested a borrowing to do it this year.

Vieth – She feels this is important.

Welch – Agrees it's important. Also, it's a low cost and the Airport is typically frugal. He'll move this to the hopper.

NMA-23-001, Nobadeer Farm Road Housing Development-Design and OPM

Welch – Our concerns were scope and cost and the Airport having a facility restricted to who could use it.

Vieth – It seems the Town would be on the hook to rent this if the Airport doesn't use it. She wanted more clarification on what was being proposed.

Kaizer – Agrees; he's not in favor of pushing this forward.

Bridges – He disagrees; anything we can do for housing is vital. He wants it to go in the hopper.

Welch – His concern was the overall cost on a per unit basis; also, if the Airport does this, they are subject to regulation on the work and who it can be rented to. If the Town were to do this, there would be nothing to preclude the Airport from having priority on rentals. He feels this isn't the best approach for \$6m.

Vieth – Some lots came on for \$1.5m so a person could have a house built for them.

Welch – We'll come back and vote this as part of the Hopper process.

NMA-23-006, South Apron Noise Berm Construction

Welch – Town Manager has recommended this for this year as a borrowing.

Vieth – There is no data showing this would work; it's sort of an experiment. A berm was used only once before at another airport.

Kickham – He's content to have it remain in and outyear.

Welch – Will remain where it is.

NMA-23-008, Gate 8/Hangar & Paving

Welch – This was within our band for acceptable; Town Manager recommend this be a borrowing out of the Retained Earnings.

Sears – The Town Manager has seen that the funding source is typical for such requests.

Welch – This is kind of a placeholder request with respect to an existing open project that might have a cost change.

Vieth – She thought this was a requirement to meet the needs of the airlines.

Welch – It wasn't noted as legal or safety but as infrastructure. The paving is at the end of its useful life. This will go to the hopper.

SWEF-23-004, Vehicles-Staff (2)

SWEF-23-019, Replacement Vehicle-Staff

Welch – Town Manager recommends 2 go into an outyear and one go forward this coming fiscal year. Town Manager recommends borrowing for the 3rd vehicle. To go to hopper.

III. GROUP RORIs DISCUSSION AND VOTE

Motion Motion to add Airport housing to the hopper. (made by: Hussey) (seconded)

Roll-call Vote Not carried 2-4 //Hussey & Bridges -aye; Kaizer, Vieth, Kickham, and Welch-nay
Discussion about comments regarding this vote.

Motion **Motion to Make a positive recommendation for hopper items.** (made by: Hussey)
(seconded)

Roll-call Vote Carried 5-0//Hussey, Bridges, Kaizer, Vieth, and Kickham-nay

IV. PRELIMINARY DISCUSSION OF REPORT

- Discussion **Welch** – With this in hand, he can put the report together. A solution to projects coming in late is to come up with infrastructure independent of departments so we can uphold our end in respect to reporting to the Town.
- Kickham** – Often FinCom asks about past year recommendations follow up and status; it might be nice at the beginning of a departmental review they provide a short recap of previous-year recommendations.
- Welch** – He agrees with Mr. Kickham on that. That could be part of our report linked to the Town website. Also, the biennial procedures would be an update every 5 years on the 10-year plan.
- Vieth** – It's nice to see the status of projects we didn't necessarily support.
- Kickham** – Often outyears are placeholders; knowing past year project status would still as valuable for our process
- Welch** – Biannually looking at expenditures to date would be helpful in identifying, within our process and Town planning, any capital planning shortfalls. Suggest we reaffirm and update these processes and come up with a discussion on how to implement them.
- We need to focus on planning for the next budget season as soon as February – changes to smooth and normalize the process. Based upon our experience, we need to be doing RORIs during the meeting in which we discuss requests. We haven't had time to discuss RORIs after the fact.
- Kickham** – He agrees; he thinks it's very unfair to the process to delay doing that part of the work.
- Kaizer** – He agrees as well. If we don't do them immediately, they back up and become a more cumbersome task. In the past we've struggled with getting missing back-up information from departments.
- Sears** – We did slide back this year on getting supplemental documentation; hopes to correct that next year. Having started in Augusts, he's been amazed that it has taken us as long as it has this year; fortunately, Town Meeting is in May.
- Welch** – We have a good process that's come a long way over the past decade. He thinks we can continue to make it better in terms of data availability and timeliness.

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, February 3, 2022, 10:00 am.

Adjourned at

Motion **Motion to adjourn 11:19 am.** (made by: Kickham) (seconded)

Roll-call Vote Carried 4-0//Kickham, Kaizer, Vieth, and Welch-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, Kristie Ferrantella, Pete Kaizer, Christy Kickham

MINUTES

Thursday, February 10, 2022

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

Called to order at 2:02 p.m. and announcements made by Mr. Welch

Staff: Richard Sears, Assistant Director Finance

Attending Members: Welch, Vieth, Hussey, Bridges, Kaizer, Kickham

Absent Members: Ferrantella

Documents used: Copy of minutes as listed; Capital Program Committee Report and Recommendations

Adoption of agenda.

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

Roll-call Vote Carried 6-0// Hussey, Bridges, Kaizer, Vieth, Kickham, and Welch-aye

I. PUBLIC COMMENTS

1. None

II. REVIEW/APPROVE MINUTES

1. December 9, 2021

2. December 16, 2021

3. January 4, 2022

4. January 27, 2022

Motion No action at this time.

Roll-call Vote N/A

III. REVIEW, FINALIZE AND APPROVE CAPCOM REPORT

Discussion **Welch** – Provides a brief overview of the “FY23 CapCom Report and Recommendations” and acknowledges that any suggestions he had received since the report was circulated to members has been incorporated. Asks if anyone on committee has any further comment on the report or its appendices.

No further comments.

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

Roll-call Vote Carried 6-0// Hussey, Bridges, Kaizer, Vieth, Kickham, and Welch-aye

IV. OTHER BUSINESS

1. Green Sheet/Committee Reports

a. None

Adjourned at

Motion **Motion to adjourn at 2:05pm.** (made by: Hussey) (seconded)

Roll-call Vote Carried 6-0// Hussey, Bridges, Kaizer, Vieth, Kickham, and Welch-aye

Submitted by:

Terry L. Norton

TOWN OF NANTUCKET

Capital Improvement Plan
8/15/22

Agenda

- FY23 capital
 - Review following 2022 Annual Town Meeting
- FY24 capital
 - Preliminary overview
 - Outyears capital
 - Any major changes to last CapCom review
- Integrating the Coastal Resilience Plan into CIP
- Preliminary timeline for joint sessions and Select Board updates

FY23 Approved Capital

DPW - Transportation		
Project Name	FY23	
Millie's Bridge Redesign w/Construction	500,000	Borrowing
Mult-use Path Maintenance	250,000	Free Cash
Annual Cobblestone Street Improvements and Maintenance	525,000	Free Cash
Annual Sidewalk Improvements	1,100,000	Borrowing
Annual Road Maintenance	2,000,000	Free Cash
Pleasant Street Repaving with Improved Sidewalk-Silver to Main	2,000,000	Debt Exclusion
	6,975,000	
Public Works		
Project Name	FY23	
Parks and Rec Master Plan (Phase 1 of 3)	500,000	Borrowing
Jetties Beach tennis courts crack sealing	75,000	Free Cash
Replace chain-link fence around the skate park	75,000	Free Cash
Fleet-Two Ford Rangers (Replacement)	96,000	Capital Exclusion
Fleet-Skid Steer Loader (Replacement)	72,000	Capital Exclusion
Fleet-Ford F350 (Replacement)	68,000	Capital Exclusion
Fleet-Ford F 550 (Replacement)	80,000	Capital Exclusion
Fleet-(Accessory)"Forestry Package" for Cat Skid Steer	50,000	Capital Exclusion
Fleet-Tandem Vibratory Roller (Replacement)	50,000	Capital Exclusion
Fleet- Mini Sweeper	120,000	Capital Exclusion
	1,186,000	
Fire Department		
Project Name	FY23	
Advanced Life Saving Equipment	60,000	Ambulance Reserve Fund
Replace Ambulance 3	370,000	Ambulance Reserve Fund
Replace Portable Radios	94,945	Ambulance Reserve Fund
Active Shooter Response	75,000	Free Cash
Firefighting Foam-Disposal and replacement	110,000	Free Cash
Replace Utility Truck	75,000	Raise and Appropriate
Utility Terrain Vehicle	50,000	Raise and Appropriate
Self contained brething appartus	105,000	Raise and Appropriate
	939,945	

FY23 Approved Capital

Hazard Mitigation		
Project Name	FY23	
Polpis Road/Sesachacha Pond Interim Hardening (HMP ID #F17)-dpw	250,000	Free Cash
Sediment Transport and Dredge Plan (#SC3)	550,000	Free Cash
5-Year Review of Natural Hazard and Hazard Mitigation Plans	150,000	Free Cash
Harbors Plan HMP Implementation (Year 2) (#SC2)	100,000	Free Cash
Miacomet Pond Dredging Design and Permitting	300,000	Free Cash
Groundwater Mapping, Nutrient Flow Investigation-Nantucket Harbor Watershed	900,000	Borrowing
	2,250,000	
HHS		
Project Name	FY23	
Vehicles-Replacement (1), Additional (2)	100,000	Raise and Appropriate
	100,000	
IS/GIS		
Project Name	FY23	
GIS Digital Imaging Updates	170,000	Free Cash
Replace Wireless Network	200,000	Free Cash
Replace/repair Network Infrastructure	50,000	Free Cash
Server virtualization and maintenance	75,000	Free Cash
Replace Town computers and associated equipment	62,800	Free Cash
	370,000	
Marine Department		
Project Name	FY23	
Marine Maintenance Building Phase 2	400,000	Free Cash
Renovate/reconstruct Harbormaster Building (Supplemental Funding)	2,000,000	Debt Exclusion
	2,400,000	
Natural Resources		
Project Name	FY23	
Comprehensive Plan and Design for Baxter Road	1,500,000	Borrowing
Vehicles- Replacement (1), New (1)	100,000	Raise and Appropriate
	1,600,000	

FY23 Approved Capital

Our Island Home		
Project Name	FY23	
New generator with shed	145,000	Retained Earnings
Our Island Home Facility	8,500,000	Debt Exclusion
	8,500,000	
Police Department		
Project Name	FY23	
LORAN Seasonal Housing Repairs Phase II	4,500,000	Debt Exclusion
Replace and Upgrade Body Camera video system	494,100	Free Cash
	4,994,100	
School Department		
Project Name	FY23	
Campus-wide Building Improvements	300,000	Free Cash
Campus-wide Roof Replacement and Repairs	250,000	Free Cash
Campus-wide Improvements	5,600,000	Debt Exclusion
	6,150,000	
Solid Waste (G)		
Project Name	FY23	
Replacement Vehicle-Staff	40,000	Capital Exclusion
	40,000	
Town Administration		
Project Name	FY23	
Town-Wide Document Management System	250,000	Free Cash
Seasonal Employee Housing	8,500,000	Debt Exclusion
New Senior Center-Feasibility/Design/Construction	500,000	Borrowing
PFAS Groundwater soil investigation	2,000,000	Debt Exclusion
Affordable Housing	1,625,000	Raise and Appropriate
Affordable Housing	10,000,000	Borrowing
New Vehicle-Parks and Rec Manager	50,000	Capital Exclusion
Senior Employee Housing Feasibility Study	500,000	Borrowing
Coastal Resiliency Planning	1,000,000	Raise and Appropriate
Baxter Road Relocation Planning	1,500,000	Borrowing
Water mains West of Airport	9,000,000	Borrowing
Affordable Housing Trust	10,000,000	Debt Exclusion
	44,925,000	

FY23 Approved Capital

Airport		
Project Name	FY23	
Nobadeer Farm Road Housing Development-Design and OPM	1,152,000	Borrowing
Maintenance/Equipment/Vehicle Purchases	389,000	Borrowing
TSA Flooring Replacement	53,000	Borrowing
IT and Equipment Upgrades	155,000	Borrowing
Paint and Beads & Rubber/Markings Removal	729,000	Borrowing
South Apron Noise Berm Construction	1,350,000	Borrowing
A220 Gate Hardstands	1,100,000	Borrowing
Gate 8/ Hangar 8 Paving	350,000	Borrowing
Permitting for Airport Layout Plan (ALP) Update Projects and Runway 6-24 Reconstruction-AIP	500,000	Borrowing
Commuter Apron Reconstruction-AIP	6,400,000	Borrowing
Terminal Improvements-AIP	8,000,000	Borrowing
Airport Rescue and Fire Fighting Truck-AIP	1,000,000	Borrowing
Direct Digital Control System for Terminal Geothermal (Supplemental Funding)	364,000	Borrowing
Airport Master Plan-AIP	1,300,000	Borrowing
	22,842,000	
Sewer		
Project Name	FY23	
Surfside WWTF Membrane Upgrades (Supplemental Funding)	1,000,000	Borrowing
CMOM	2,000,000	Borrowing
Water Tight Sewer Manholes (#F24)	50,000	Retained Earnings
Design of New Garage Maintenance Facility (Supplemental Funding)	500,000	Borrowing
PFAS Removal and Treatment	2,500,000	Borrowing
Replace Main Generator Radiator @SSWTF	100,000	Retained Earnings
	6,150,000	

FY23 Approved Capital

Solid Waste (E)		
Project Name	FY23	
Smart compacter waste receptacles	151,034	Free Cash
Materials Recovery Facility Improvements-Roof Replacement	332,000	Free Cash
Materials Recovery Facility improvements-Upgrade restrooms and breakroom	80,000	Free Cash
Materials Recovery Facility Improvements-New concrete pad and catwalk	300,000	Raise and Appropriate
Take-It-or-Leave-It (TIOLI) Improvements-Move/install 131 Pleasant trailer at TIOLI	250,000	Free Cash
Take-It-or-Leave-It (TIOLI) Improvements-Replace roof and siding	100,000	Raise and Appropriate
Hard-To-Manage-Waste Building-New building	500,000	Borrowing
Materials Recovery Facility Improvements-Replace MRF sprinklers	60,000	Free Cash
Landfill-Repair site fences and gates (Landfill and TIOLI)	125,000	Free Cash
Landfill-Replace front gate	60,000	Free Cash
Storm Water Improvemnts-Pave composting pad/treat run-off	600,000	Borrowing
Materials Recovery Facility Improvements-Upgrade sorting station	346,134	Free Cash
Materials Recovery Facility Improvements-De-bagger	125,000	Free Cash
Replacement Vehicle-Staff	40,000	Capital Exclusion
	3,069,168	
Wannacomet		
Project Name	FY23	
Water Main extension-Delta and Nobadeer Playing Fields	200,000	Retained Earnings
	200,000	
FY23 APPROVED CAPITAL---Total	112,691,213	

FY24 Capital-PRELIMINARY overview

DPW - Facilities							
Project Name	Priority	FY24	FY25	FY26	FY27	FY28	TOTAL
Upgrade Nobadeer Athletic Support Building systems and functionality	low	-	250,000	-	-	-	250,000
Public Works Campus Wide Improvements	medium	-	3,000,000	15,000,000	-	-	18,000,000
Washington Street Parking lot reconstruction	medium	2,000,000	-	-	-	-	2,000,000
Tom Nevers Berm Construction	high	-	2,000,000	-	-	-	2,000,000
		2,000,000	5,250,000	15,000,000	-	-	22,250,000
DPW - Transportation							
Project Name	Priority	FY24	FY25	FY26	FY27	FY28	TOTAL
Replace DPW Fuel Tank	high	375,000	-	-	-	-	375,000
Sidewalk Improvement Plan (SB Strategic Plan)	medium	1,125,000	1,160,000	1,200,000	1,230,000	-	4,715,000
Road improvements/Maintenance Island Wide (SBSP)	medium	3,000,000	3,000,000	3,200,000	3,500,000	-	12,700,000
Old South Road Reconstruction - Rotary to Amelia Drive	medium	-	1,204,287	-	-	-	1,204,287
Old South Road/Amelia Drive Intersection Mini-Roundabout	medium	-	299,574	-	-	-	299,574
Massasoit Bridge Redesign w/Construction	medium	-	-	-	-	-	-
Millie's Bridge Redesign w/Construction	medium	1,000,000	-	-	-	-	1,000,000
Multi- Use Path Maintenance (SBSP)	high	1,000,000	1,000,000	1,030,000	1,070,000	1,100,000	11,170,000
Cobblestone Improvements	high	550,000	565,000	580,000	600,000	620,000	6,320,000
Wauwinet Road SUP	medium	-	3,000,000	-	-	-	3,000,000
'Sconset Footbridge Construction	medium	100,000	-	-	-	-	100,000
Decommission Fire Cisterns	medium	-	175,000	175,000	-	-	350,000
Surfside Area Roads Reconstruction-Lover's Lane (Supplemental Funding)	medium	5,000,000	-	-	-	-	5,000,000
Tom Nevers Bike Path Construction	low	-	5,000,000	-	-	-	5,000,000
		12,150,000	15,403,861	6,185,000	6,400,000	1,720,000	51,233,861
Public Works							
Project Name	Priority	FY24	FY25	FY26	FY27	FY28	TOTAL
CCTV Phased Work	medium	275,000	-	300,000	-	-	575,000
Nobadeer Field Improvements (Artificial Turf Replacement)	medium	-	250,000	-	-	-	250,000
Storm Water Management Plan Implementation-Inland ((#F4 (#F2, #F6))	medium	-	100,000	-	-	-	100,000
Parks and Rec Master Plan	medium	-	5,000,000	7,500,000	10,000,000	-	22,500,000
Pony Field Stormwater Improvements	medium	-	675,000	-	-	-	675,000
Fleet-Mechanic's Truck	low	-	120,000	-	-	-	120,000
Earthquake Study (#EQ2)	low	-	-	50,000	-	-	50,000
Nobadeer Field Expansion (Parks and Rec Master Plan)	medium	3,800,000	-	-	-	-	3,800,000
Storm Water Management Plan Implementation (Downtown) (#F2)	medium	-	50,000	-	-	-	50,000
Storm Water CCTV and Management (#F3)	medium	-	100,000	-	-	-	100,000
		4,075,000	6,295,000	7,850,000	10,000,000	-	28,220,000

FY24 Capital-PRELIMINARY overview

Fire Department							
Project Name	Priority	FY24	FY25	FY26	FY27	FY28	TOTAL
Fire Department Staff Vehicle	medium	-	-	-	-	85,000	85,000
Ambulance 2	medium	-	-	-	405,000	-	405,000
Fire department staff Vehicle F-2090	medium	-	-	-	-	55,000	55,000
Rescue Equipment	high	375,000	-	-	-	-	375,000
Engine 3	high	-	700,000	-	-	-	700,000
Sconset Fire Station Design	medium	-	850,000	7,000,000	-	-	7,850,000
Fire Department Staff Vehicle F-6073	medium	-	-	-	60,000	-	60,000
Engine 1	high	850,000	-	-	-	-	850,000
Fire Department Staff vehicle F-5429	medium	80,000	-	-	-	-	80,000
Ambulance 4	medium	-	390,000	-	-	-	390,000
Engine 2	medium	-	-	-	525,000	-	525,000
Replace Ladder Truck	medium	-	-	1,500,000	-	-	1,500,000
Fire Station Out-building	medium	??	-	-	-	-	-
		1,305,000	1,940,000	8,500,000	990,000	140,000	12,875,000
Hazard Mitigation							
Project Name	Priority	FY24	FY25	FY26	FY27	FY28	TOTAL
Consue Springs Storm Water Study (#F5)	medium	-	200,000	-	-	-	200,000
Polpis Road/Sesachacha Pond Interim Hardening (HMP ID #F17)	high	-	-	-	-	250,000	10,250,000
Madaket / Long Pond Hardening (#F14)	medium	-	250,000	-	-	-	250,000
Madaket / Long Pond Hardening (#F15)	medium	-	250,000	-	-	-	250,000
Miacomet Pond Dredging Design and Permitting	medium	4,000,000	-	-	-	-	4,000,000
Harbors Plan HMP Implementation (Year 3) (#SC2)	medium	100,000	-	-	-	-	100,000
		4,100,000	700,000	-	-	250,000	15,050,000
IS/GIS							
Project Name	Priority	FY24	FY25	FY26	FY27	FY28	TOTAL
Maintain Network Infrastructure	medium	50,000	50,000	50,000	50,000	50,000	500,000
Server Virtualization and Maintenance	medium	-	75,000	-	75,000	-	300,000
Replace Town Computers	medium	69,000	73,000	76,000	80,000	84,000	869,000
GIS Digital Imaging Updates	medium	-	-	-	300,000	-	600,000
		119,000	198,000	126,000	505,000	134,000	2,269,000
Natural Resources							
Project Name	Priority	FY24	FY25	FY26	FY27	FY28	TOTAL
Baseline Environmental Data Program	high	500,000	500,000	500,000	500,000	500,000	2,500,000
Wauwinet Road Polpis Harbor Hardening-design and permitting (HMP - #F18)	medium	-	250,000	-	-	-	250,000
		500,000	750,000	500,000	500,000	500,000	2,750,000

FY24 Capital-PRELIMINARY overview

Marine Department							
Project Name	Priority	FY24	FY25	FY26	FY27	FY28	TOTAL
Maintenance Dredge permitting & engineering for Polpis and Madaket Harbors	medium	555,000	-	-	-	-	555,000
		555,000	-	-	-	-	555,000
Police Department							
Project Name	Priority	FY24	FY25	FY26	FY27	FY28	TOTAL
Public Safety Auxiliary Building	medium	-	3,300,000	-	-	-	3,300,000
Replacement of Duty Firearms	medium	-	-	-	-	83,500	83,500
Public Safety Building Maintenance (primarily painting)	medium	-	-	-	-	-	200,000
		-	3,300,000	-	-	83,500	3,583,500
School Department							
Project Name	Priority	FY24	FY25	FY26	FY27	FY28	TOTAL
IT Infrastructure	medium	350,000	55,000	-	270,000	50,000	825,000
NPS Roof Replacements	high	-	250,000	250,000	250,000	250,000	1,500,000
Grounds Equipment	medium	70,000	-	-	-	-	155,000
Campus-wide Improvements	high	-	750,000	-	-	-	750,000
NPS Building Improvements	medium	350,000	375,000	375,000	375,000	400,000	3,525,000
NHS Outdoor Basketball court hoops	low	-	-	-	90,000	-	90,000
24 Surfside Road property upgrades	medium	150,000	-	-	-	-	150,000
NPS - New Middle School	medium	-	-	-	-	-	50,000,000
		920,000	1,430,000	625,000	985,000	700,000	56,995,000
Town Administration							
Project Name	Priority	FY24	FY25	FY26	FY27	FY28	TOTAL
2 Fairgrounds Municipal Office Building	high	-	6,000,000	-	50,000,000	-	56,000,000
Town-Wide Document Management System	medium	500,000	750,000	750,000	-	-	2,000,000
New Senior Center-Feasibility/Design/Construction	high	3,500,000	-	26,500,000	-	-	30,000,000
Coastal Resiliency Planning	medium	1,000,000	500,000	500,000	500,000	500,000	5,500,000
Island-wide Underground Wiring Feasibility Study	low	500,000	-	-	-	-	500,000
EV Charging Stations	low	50,000	50,000	-	-	-	100,000
Intermodel Transportation Center	medium	-	23,000,000	-	-	-	23,000,000
		5,550,000	30,300,000	27,750,000	50,500,000	500,000	117,100,000

FY24 Capital-PRELIMINARY overview

Airport							
Project Name	Priority	FY24	FY25	FY26	FY27	FY28	TOTAL
Nantucket Operations and ARFF	medium	-	100,000	85,000	25,000	-	500,000
Nobadeer Farm Road Housing Development-Phase 2: Construction	high	5,130,000	-	-	-	-	5,130,000
Maintenance/Equipment/Vehicle Purchases	medium	-	461,100	-	-	170,000	631,100
IT and Equipment Upgrades	low	-	-	-	-	115,000	115,000
Paint and Beads & Rubber/Markings Removal	high	503,500	-	-	-	-	503,500
Terminal Improvements-AIP (Supplemental Funding)	medium	9,000,000	-	-	-	-	9,000,000
Taxi and Runway reconstruction	high	-	-	-	-	-	-
AIP Projects-Outyears	high	-	13,600,000	83,130,000	-	28,900,000	149,380,000
Snow Removal Equipment Building Expansion	medium	-	-	-	5,000,000	-	5,000,000
Runway 24 High Speed Exit Taxiway-AIP	high	5,040,000	-	-	-	-	5,040,000
South Apron Expansion-AIP (Supplemental Funding)	high	22,680,000	-	-	-	-	22,680,000
Perimeter Road and Fence Relocation-AIP	high	1,000,000	-	-	-	-	1,000,000
EV Charging Infrastructure	medium	1,200,000	-	-	-	-	1,200,000
Jet A Tank Exterior Painting	medium	96,000	-	-	-	-	96,000
Replace Airport 15, Repainting Parking Lot and Luggage Carts	medium	110,000	-	-	-	-	110,000
Replace Lektro Tug	medium	384,000	-	-	-	-	384,000
ARFF Tools and Equipment & PFAS Decontamination	high	392,000	-	-	-	-	392,000
Infrastructure Outyears Placeholder	medium	-	430,000	50,000	-	-	480,000
		45,535,500	14,591,100	83,265,000	5,025,000	29,185,000	201,641,600

FY24 Capital-PRELIMINARY overview

Sewer							
Project Name	Priority	FY24	FY25	FY26	FY27	FY28	TOTAL
108-120 Baxter Rd. Sewer Design/Construction	medium	-	10,000,000	-	-	-	10,000,000
Surfside WWTF Membrane Upgrades (Supplemental Funding)	high	-	-	-	-	-	3,600,000
Airport Rd Pump Station Upgrades	low	-	-	100,000	-	-	100,000
Ford F 650 Dump Truck	low	-	-	-	-	-	125,000
Capacity, Management, Operation and Maintenance (CMOM)	high	2,000,000	2,000,000	2,000,000	2,000,000	-	8,000,000
Upgrade Wastewater Laboratory	low	-	-	125,000	-	-	125,000
Madaket/Warrens Landing/Somerset Area Sewer extension	medium	-	5,000,000	47,400,000	-	-	52,400,000
SiaSconset Area Sewer Redesign and Reconstruction	medium	-	12,100,000	-	-	-	12,100,000
Coastal Erosion Surfside and Siasconset Discharge beds	high	-	500,000	-	-	-	500,000
Construction of New Garage Maintenance Facility (Supplemental Funding)	medium	-	7,000,000	-	-	-	7,000,000
Miacomet Area Sewers extension	medium	-	900,000	8,500,000	-	-	9,400,000
PFAS Removal and Treatment	high	-	10,000,000	-	-	-	10,000,000
Hummock Pond Area North Sewer extentsion	medium	-	2,000,000	19,000,000	-	-	21,000,000
Surfside WWTF Upgrade Phase 2 Design	high	3,040,000	12,160,000	-	-	-	15,200,000
Purchase of NEW electric admin vehicle	medium	50,000	-	-	-	-	50,000
Purchase of replacement F-550 Dump Body 4x4 with plow (or equivalent)	medium	115,000	-	-	-	-	115,000
Purchase NEW F-350 PICKUP 4x4 w/plow (or equivalent)	medium	85,000	-	-	-	-	85,000
STORMWATER--Purchase of NEW JAJ-600WH Work Horse Easement Machine	medium	100,000	-	-	-	-	100,000
STORMWATER--Purchase of NEW Clamshell catch basin truck	medium	375,000	-	-	-	-	375,000
Storm Water Improvements-Silver Street Parking Lot (design and construction)	medium	1,000,000	-	-	-	-	1,000,000
Hummock Pond Area South Sewer extension	medium	-	-	5,000,000	20,000,000	-	25,000,000
Purchase of replacement F-550 utility truck with crane 4x4 (or equivalent)	medium	-	200,000	-	-	-	200,000
STORMWATER--Capacity, Management, Operation and Maintenance (CMOM)	high	-	2,000,000	-	-	-	2,000,000
		6,765,000	63,860,000	82,125,000	22,000,000	-	178,475,000

FY24 Capital-PRELIMINARY overview

Our Island Home							
Project Name	Priority	FY24	FY25	FY26	FY27	FY28	TOTAL
Building Improvements	medium	-	-	250,000	-	250,000	500,000
Purchase of replacement van	medium	175,000	-	-	-	-	175,000
Our Island Home Facility	high	-	50,000,000	-	-	-	50,000,000
		175,000	50,000,000	-	-	-	50,675,000
Solid Waste							
Project Name	Priority	FY24	FY25	FY26	FY27	FY28	TOTAL
Landfill Closure (Phase 1)	high	5,000,000	-	-	-	-	5,000,000
Vehicles-Staff (2)	medium	-	100,000	-	-	-	100,000
Materials Recovery Facility Improvements-Third Baler	medium	380,000	-	-	-	-	380,000
Materials Recovery Facility-Second Scale	medium	210,000	-	-	-	-	210,000
Paving and Storm Water Improvements	high	500,000	-	-	-	-	500,000
Purchase Composter	medium	-	1,000,000	-	-	-	1,000,000
Possible Purchase of Transfer Station	medium	-	1	-	-	-	1
		6,090,000	1,100,001	-	-	-	7,190,001
Wannacomet							
Project Name	Priority	FY24	FY25	FY26	FY27	FY28	TOTAL
Lead Service Replacement Program (MADEP Mandated)	medium	1,175,000	-	-	-	-	1,175,000
Water Tank Re-Coating & Replacement (Washing Pond FY32)	medium	2,242,500	-	-	-	-	9,242,500
Pump Station Upgrades (new pump station North Pasture)	medium	-	2,155,000	-	-	-	2,155,000
Employee Housing	high	2,000,000	-	-	-	-	2,000,000
Distribution System Improvements	medium	-	498,125	2,788,462	1,895,955	-	5,182,542
Pipe and Equipment Storage Building (steel storage building)	medium	-	-	-	-	950,000	950,000
		5,417,500	2,653,125	2,788,462	1,895,955	950,000	20,705,042

Enterprise Fund Total		63,983,000	132,204,226	168,178,462	28,920,955	30,135,000	458,686,643
General Fund Total		31,274,000	110,366,861	66,536,000	69,880,000	4,027,500	357,681,361
GRAND TOTAL		95,257,000	242,571,087	234,714,462	98,800,955	34,162,500	816,368,004

High Priority CRP projects in 10-year CIP horizon

Strategy Type	Strategy or Project Title	Near-Term Strategy Project Description	Estimated costs	Estimated Project Duration	Funding and Partnership Opportunities
Island-Wide Resilience Strategies (Section 6)	Updates to Zoning By-Law	Updates to the zoning by-law to encourage resilient design and limit growth	Staff & Volunteer time		2025 Town Operating Budget
Island-Wide Resilience Strategies (Section 6)	Updates to Wetland Ordinance and Regulations	Updates to the wetlands by-law and regulations to encourage resilient design and limit impacts on resource areas	Staff & Volunteer time		2025 Town Operating Budget
Island-Wide Resilience Strategies (Section 6)	Coastal Resilience and Sustainability Interdepartmental Working Group	Governance approach to encourage inter-departmental collaboration and coordination	Staff & Volunteer time		2022 Town Operating Budget
Island-Wide Resilience Strategies (Section 6)	Coastal Resilience and Sustainability Program	Establish internal governance program for managing coastal resilience and sustainability projects and programs	Staff & Volunteer time		2023 Town Operating Budget
Island-Wide Resilience Strategies (Section 6)	Sediment Transport Study	Island-wide data collection and planning approaches for managing sediments and erosion	\$1,000,000		2024 Town Capital Budget
Island-Wide Resilience Strategies (Section 6)	Sediment Budget	Development of an operational sand budget for recommended shoreline projects	\$250,000		2024 Town Capital Budget
Island-Wide Resilience Strategies (Section 6)	Update locally-adopted sea level rise scenarios and Best Available Flood Hazard Data	Adopt sea level rise scenarios provide by the Commonwealth of Massachusetts and Massachusetts Coastal Flood Risk Model as the best available local flood hazard data	Staff & Volunteer time		2022 Town Operating Budget
Strategic Projects and Opportunities (Section 7)	Steamboat Wharf Resilience	Work with the Steamship Authority to develop adaptation plan for Steamboat Wharf with the preferred option of elevating the pier above future monthly high tide. Building scale measures can be implemented on the wharf over time to reduce risk from coastal storms. The strategy should be integrated with the design of the Downtown Coastal Flood Barrier System described below to maintain access from Broad Street onto the Wharf. Final approach will need to be planned and design by the Steamship Authority but close coordination with Town resilience planning will be critical to a successful resilience strategy.	\$120,000,000		2030 MVP Action Grant, FEMA FEMA BRIC, FEMA HMGP, Town Capital Budget

High Priority CRP projects in 10-year CIP horizon

Strategy Type	Strategy or Project Title	Near-Term Strategy Project Description	Estimated costs	Estimated Project Duration	Funding and Partnership Opportunities
Strategic Projects and Opportunities (Section 7)	Downtown Neighborhood Flood Barrier - Phase 1 Project	Advance through feasibility and design a near-term project focused on the most vulnerable location along the planned extent of the Downtown Neighborhood Flood Barrier. The Phase 1 project should focus on the coastal segment located along Easy Street from Straight Wharf to Steamboat Wharf and may include raised bulkheads, sidewalks, and roadways.	\$13,000,000	2025	MVP Action Grant, FEMA BRIC, FEMA HMGP, Town Capital Budget
Strategic Projects and Opportunities (Section 7)	Madaket Road Raising and Bridge Conversion	Road raising and replacing existing culverts with bridges to prolong service life of Madaket Road to provide access to and from Madaket, while advancing ecological restoration objectives for Long Pond	\$40,000,000	2030	FEMA BRIC, FEMA HMGP, Town Capital Budget, Mass DER Culvert Replacement Grant Program
Strategic Projects and Opportunities (Section 7)	Ames Avenue Bridge Resilience	Maintain bridge for access to Smith's Point while protecting it from coastal erosion and flooding with reinforced dunes (see project 3-4). Continue maintenance and monitoring of existing Ames Avenue Bridge, with future elevation if necessary based on service population.	See 3-4	2025	CZM Coastal Resilience Grant, Private Funders, MVP Action Grant
Strategic Projects and Opportunities (Section 7)	Madaket Erosion Mitigation Pilot	Reinforced dune construction along shoreline from Madaket Road / Ames Avenue intersection to Esters Island. Natural dune construction techniques of sand and vegetation with fencing as needed along most of shoreline, with structural core dune systems protecting Ames Avenue bridge.	\$96,000,000	2025	CZM Coastal Resilience Grant, Private Funders, MVP Action Grant
Strategic Projects and Opportunities (Section 7)	Department of Public Works Facility and Land Fill Resilience	Building scale resilience and operational resilience planning to reduce risk of damage and limit disruption to core operations at the facilities.	\$300,000	2024	Town Capital Budget
Strategic Projects and Opportunities (Section 7)	Coatue Erosion Mitigation and Dune Resilience	Reinforce narrow low-lying sections of barrier island, between Five Fingered Point and Bass Point and between First Point and Second Point, to prevent washover and/or breaching into the harbor. Monitor performance of approach to assess need for ongoing nourishment and/or adaptation to high design elevations. In conjunction, develop Breaching and Overwash Modeling Analysis to evaluate the likelihood and consequences of Coatue breaching for the Harbor and surrounding communities.	\$41,000,000	2025	CZM Coastal Resilience Grant, Private Funders, MVP Action Grant
Strategic Projects and Opportunities (Section 7)	Surfside Wastewater Treatment Plant Dune Restoration	Dune restoration and construction to reduce risk of erosion to critical infrastructure. Hard core reinforced dunes are appropriate given risk to critical facilities. Project includes need for ongoing nourishment or installation of near-shore underwater sand berm. Strategic relocation alternatives for settling tanks closest to the coast at the wastewater treatment should be pursued in parallel.	\$38,000,000	2025	Town Capital Budget, CZM Coastal Resilience Grant, MVP Action Grant
Strategic Projects and Opportunities (Section 7)	Tom Nevers Field Erosion Mitigation Pilot Project	Pilot program of restored vegetated dune, sand fencing, and beach nourishment. Monitoring program to evaluate how well the pilot project performs to inform future investment in Tom Nevers Park, as well as erosion mitigation elsewhere on the island.	\$18,000,000	2025	Town Capital Budget, CZM Coastal Resilience Grant, MVP Action Grant
		Grand Total	\$367,550,000		

Preliminary High-level Timelines for FY23 Approval Process

6/15/2022	FY24 & outyears Departmental reviews w/ Finance Dept. commence
7/15/2022	TM review/revisions/RORIs commence
8/9/2022	TM review/revisions/RORIs conclude
8/18/2022	Capital Program Committee kick-off
Mid-September	Potential SB early review of capital
Mid-November	SB/FinCom/CapCom Joint meeting
Mid-December	Potential SB review of final capital
1/20/23	CapCom to submit FY24 Report and Recommendations to Select Board

- CapCom meets weekly from 8/18 through mid-December
- 12+ departmental review meetings for CapCom
- Up to 3 updates to Select Board (Sept, Nov, Dec)
- FY24 Report and Recommendations delivered January 2023

QUESTIONS?

Capital Program Committee Schedule

Date	Time	Meeting	Activity
August			
Early July (Complete)	N/A	CapCom	Schedule Gating Item – Confirm annually with Town Admin: Town Admin/Finance to send FY23 request instructions
Mid-July (Complete)	N/A	CapCom	Schedule Gating Item – Confirm annually with Town Admin: Department info due to Town Admin/Finance on a rolling basis; Finance to compile department information.
Mid -August	N/A	CapCom	Schedule Gating Item – Confirm annually w/ Town Admin: 1.) CapCom start to receive completed CIP request forms required to initiate review; forms will be distributed in order that meetings are sequenced 2.) Confirm FinCom & SB access to requests via PLUMB.
Thurs, Aug 18	10am	CapCom	FY23 Process Review, FY24 broad scope approach; organizational processes, liaison assignments; review & approve schedule
Wed, Aug 18	5pm	SB	SB schedules 2021 ATM
Thus, Aug 25	10am	CapCom	Fire and School - FY24 requests & out-year discussion; identify open items, complete RORIs
			September
Thurs, Sept 1	10am	CapCom	Natural Resources and Police/Marine - FY24 requests & out-year discussion; identify open items, complete RORIs
Thurs, Sep 8	10am	CapCom	Water - FY24 requests & out-year discussion; identify open items, complete RORIs
Wed, Sep 8	5pm	SB	SB endorses timeline
Thurs, Sep 15	10am	CapCom	Update by dept heads on ongoing/open projects
Thurs, Sep 22	10am	CapCom	OIH and IT - FY2 requests & out-year discussion; identify open items, complete RORIs
Thurs, Sep 29	10am	CapCom	Airport- FY24 requests & out-year discussion; identify open items, complete RORIs
			October
Thurs, Oct 6	10am	CapCom	Flex date/placeholder (typically required); lookback review any FY24 requests to-date/chart actions to resolve lingering open items
Thurs, Sept 30, Oct 7			Advertise dates for citizen article submittals
Oct 1 - Nov 12			Warrant open for citizen article submittals
by Wed, Oct 6			NEWISH: TM monthly overview Sep - Jan: monthly overview at SB meetings re: Capital Projects, CapCom and FinCom status/progress; invites and packet info sent to CapCom/FinCom
Thurs, Oct 13	10am	CapCom	Sewer - FY24 requests & out-year discussion; identify open items, complete RORIs
Wed, Oct 13	2pm - 4pm		Town Counsel available for citizen warrant article consultation
Wed, Oct 13	5pm		SB review of preliminary proposed departmental/Town warrant articles
Thurs, Oct 20	10am	CapCom	DPW/Tran - FY24 requests & out-year discussion; identify open items, complete RORIs
Thurs, Oct 14	9am - 11am		Town Counsel available for citizen warrant article consultation
Thurs, Oct 27	10am	CapCom	DPW General - FY24 requests & out-year discussion; identify open items, complete RORIs
Wed, Oct 27	5pm		SB continued preliminary review of Town-sponsored warrant articles

Capital Program Committee Schedule

November			
Wed, Nov 3	5pm		SB continued preliminary review of Town-sponsored warrant articles
Thurs, Nov 3	10am	CapCom	DPW Solid Waste and any other DPW - FY24 requests & out-year discussion; identify open items, complete RORIs
Thurs, Nov 10	10am	CapCom	Flex date/placeholder (typically required); lookback review any FY24 requests to-date/chart actions to resolve lingering open items
Fri, Nov 12			Citizen warrant articles due
Thurs, Nov 17	10am	CapCom	Town Admin - FY24 requests & out-year discussion; identify open items, complete RORIs
Wed, Nov 17	5pm		SB continued preliminary review of Town-sponsored warrant articles; review of submitted citizen articles
Tues, Nov 22 (Date TBD)	1pm	Joint Mtg (SB, FC, CapCom)	Q&A FY 24 capital requests; 10-year CIP List comments [Note: Mtg. packet to include TA update FY24 Capital Projects...TA fields request-specific Qs, CC any Qs on its process; CC summarizes 10-year CIP.]
Thus, Nov 24	n/a	CapCom	No Meeting.....THANKSGIVING!!!
by Mon, Nov 22			Zoning articles transmitted to Planning; all citizen articles rec'd forwarded to Town Counsel
December			
Thurs, Dec 1	10am	CapCom	Review & discuss citizen requests (if avail.); preliminary discussion of funding sources with Town Admin/Finance; recap to-date; resolve open items to-date; preliminary RORI review
Wed, Dec 8	5pm	SB	Town Admin presentation of FY 23 General Fund Budget Recommendations
Thurs, Dec 8	10am	CapCom	Flex date/placeholder open/new" projects; Citizen articles, SB/Town Admin sponsored, etc.; final recap individual RORIs; DH "last chance" to resolve open items
Thurs, Dec 9	4pm	FinCom	FinCom public hearing on citizen warrant articles w/ Town Counsel
Fri, Dec 15		CapCom	Provide preliminary ups/down recommendation list (incl. \$#'s) to Town Admin (for Town Admin, SB & FinCom)
Wed, Dec 15	5pm	SB	Continued SB review of warrant articles
Thurs, Dec 22	N/A	CapCom	No meeting
Wed, Dec 22	5pm		<i>SB continued review of Town-sponsored warrant articles - TENTATIVE</i>
January			
Jan - Feb	TBA		Planning Board hearing re zoning articles; FinCom review of budgets/warrant articles
Tue, Jan 3	10am	CapCom	Resolve FY23 internal open items to-date (DH "last chance"); finalize out-year request discussion
Wed, Jan 5	5pm	SB	SB continued review of Town-sponsored warrant articles; FY 22 General Fund budget public hearing
Thurs, Jan 5	10am	CapCom	Updates from Town Admin; discussion to prep/begin report; Finance ongoing information to CapCom regards info for report
Mon, Jan 10	4pm	FinCom	FinCom review & discussion re ATM warrant articles (poss adoption of some motions); review of GF budget recs
Wed, Jan 12	5pm	SB	SB continued review of Town-sponsored warrant articles; FY 22 General Fund budget public hearing

Capital Program Committee Schedule

Thurs, Jan 12	10am	Town Admin	Report Gating Item: Town Admin/Finance provides final funding source info (incl. free cash, etc.), tax rate information, etc.
Thurs, Jan 12	10am	CapCom	Discuss draft report and funding sources/review Town Admin funding source recommendations; resolve funding sources
Thurs, Jan 13	4pm	FinCom	FinCom review & discussion re ATM warrant articles (poss adoption of some motions)
Sat, Jan 15	8am - 2pm	FinCom	Review of GF & EF operating budgets; ATM appropriation articles (other funds)
Tues, Jan 18	4pm	FinCom	Review of any remaining operating budgets; School budget
Wed, Jan 19	5pm	SB	SB adopts warrant with any ballot questions
Thurs, Jan 19	10am	CapCom	Review final recs/report and any mods; vote recs/report final edits; finalize mods into report
Thurs, Jan 20	4pm	FinCom	Review of warrant articles; possible motion adoption
Fri, Jan 21	4pm		Transmittal of warrant to FinCom, I&M; FinCom public hrg notice sent to newspaper
Fri, Jan 20	3pm	CapCom	Submit report to SB
Tues, Jan 25	4pm	FinCom	Review of warrant articles; possible motion adoption; update on Planning Board motions
Late Jan (TBD)_	5pm	SB/CapCom	CapCom presentation of FY 24 report/recs at SB meeting; review of FY 22 County budget (CC's)"
Thurs, Jan 26 (TBD)	4pm	FinCom	FinCom reviews motions for FY 24 capital project articles
Fri, Jan 27			Warrant & FinCom public hrg notice published in newspaper***
February			
Mon, Feb 1	4pm	FinCom	FinCom public hrg on warrant articles
Tues, Feb 2 - 16			FinCom reviews warrant articles - schedule TBD****
Tues, Feb 2	4pm	FinCom	Review of warrant articles; possible motion adoption
Thurs, Feb 4	4pm	FinCom	Review of warrant articles; possible motion adoption
Mon, Feb 8			Planning Board motions submitted to Town Administration & FinCom
Thurs, Feb 11	4pm	FinCom	Review of warrant articles; possible motion adoption
Tues, Feb 16	4pm	FinCom	Review of warrant articles; possible motion adoption
Thurs, Feb 18	4pm	FinCom	FinCom adopts motions to articles
March			
Mon, Mar 1	4pm	FinCom	TBD
Tues, Mar 2	4pm	FinCom	TBD
Wed, Mar 3	5pm		SB review/adoption of recs/comments to warrant articles
Fri, Mar 5			Warrant with motions sent to printer (2 weeks minimum needed to print & mail)
TBD			Voter Registration - TBD
Thurs, Mar 11	TBD	FinCom	ATM Info Session
Thurs, Mar 19	TBD	FinCom	ATM Info Session
Thurs, Mar 19			Warrant with motions mailed out to voters*
Wed, Mar 31	1pm	FinCom	FinCom reviews Technical Amendments
Wed, Mar 31	2pm		pre-ATM conference with Moderator
April			
Mon, Apr 5	6pm		2021 ATM
Tues, Apr 6	6pm		2021 ATM continued -- if needed
Wed, Apr 7	6pm		2022 ATM continued -- if needed
Tues, April 13	7 am - 8 pm		Annual Town Election

Capital Program Committee Schedule

May			
Tues, May 4	TBD	Joint Mtg	SB - FinCom - CapCom - Moderator ATM Recap/Debrief
*by Charter, the warrant with motions must be mailed out to voters 7 days prior to the ATM/due to mail issues in the past, allowing for 2 weeks usually gets the warrants to the voters in time			
**Although warrant not required to be published in newspaper, it will be for a reduced rate			
****SB wants to see final FC motions earlier			
Holidays/Vacations:			
Mon, Oct 12, 2020 - Columbus Day			
Wed, Nov 11, 2020 - Veteran's Day			
Thurs, Nov 26, 2020 - Thanksgiving			
Fri, Dec 25, 2020 -- Christmas Holiday			
Fri, Jan 1, 2021 - New Year's Day Holiday			
Mon, Jan 18, 2021 - MLK Day			
Mon, Feb 15, 2021 - Presidents Day			
Week of Feb 22, 2021 - NPS Vacation week ?			
Sat, Mar 27, 2021 - Passover Starts			
Sun, Apr 4, 2021 - Passover Ends			
Sun, Apr 4, 2021 - Easter			
Mon, Apr 19, 2021 - Patriot's Day			
Week of Apr 19, 2021 - NPS Vacation Week ?			
NOTES:			
Will have separate schedule for Public Outreach			
E-VOTING: NEED TO CONFIRM			
Oct - Jan: weekly overview at SB meetings re: CapCom and/or FinCom status/progress			
AFTER ATM:			
TBD -- TM review Follow-up actions with SB			