



MEETING POSTING

TOWN OF NANTUCKET

Pursuant to MGL Chapter 30A, § 18-25

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

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2022 SEP 27 AM 08:48
NANTUCKET TOWN CLERK
Posting Number:T 866

Committee/Board/s | Capital Program Committee

Day, Date, and Time | Thursday, September 29, 2022 @ 10:00 AM

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

REMOTE PARTICIPATION VIA ZOOM

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

Signature of Chair or Authorized Person | Brian E. Turbitt

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

AGENDA

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

Join Zoom Meeting

<https://us06web.zoom.us/j/87523320580?pwd=QldvVE03K3QrYnZsc2RBMz1BZ0VDQT09>

Meeting ID: 875 2332 0580

Passcode: 362140

1. Call to Order, Roll Call
2. Audio/Video Announcement
3. Approval of Agenda
4. Public Comment
5. Introduction of New Capital Committee Member: Barry Rector
6. Minutes-Potential adoption of minutes from September 22, 2022
7. FY24 Capital Requests and Out-year Discussion: Airport
8. Discussion of Potential new Day and Time for Meetings

9. Report-writing Workgroup – Update action items:
 - a. Add a Comments and Footnotes field to DB (08/11/22) – Finance/PLUMB (Priority: High)
 - b. Template report for workgroup/timely delivery (08/11/22) – Finance/PLUMB (Priority: High)
 - c. Finalize workgroup members’ respective report writing responsibility – CapCom (Priority: High)
10. Green Sheet/Committee Reports
11. Good of the Order
12. Date of Next Meeting – Thursday October 6, 2022 at 10:00AM
13. Adjournment



Town of Nantucket Capital Program Committee

www.nantucket-ma.gov

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

MINUTES

Thursday, September 22, 2022

131 Pleasant Street & Zoom

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

Staff: Brian Turbitt, Financial Director; Susan Carmel, Assistant Financial Director; Terry Norton, Town Minutes Taker
Attending Members: Welch, Vieth, Hussey, Bridges, Kaizer, Kickham
Late arrival: Kaizer, 10:30 am
Department Heads: Michelle Munroe, OIH Assistant Administrator; Karen McGonigle, Chief Technology Officer
Documents used: Copy of minutes for August 18 & September 8, 2022; FY2024 Capital Improvement Plan (CIP) Requests

Adoption of Agenda

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

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

I. PUBLIC COMMENTS

1. None

II. APPROVE MINUTES

1. August 18, 2022
2. September 8, 2022

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

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

III. RORI DISCUSSION AND DATA UPDATE

1. None

IV. FINANCE-SUPPORTED REPORTING: CAPITAL PROJECTS (REVENUE & EXPENSE)

1. Welch – We will get the revenue expense report on open capital projects later and work it into one of our flex dates; members will get a copy in advance.

V. REPORT-WRITING WORKSHOP – UPDATE ACTION ITEMS

1. Add Comments & Footnotes - These are already being worked on and should be available in the next couple of weeks.
2. Template report for Workgroup/timely delivery
3. Finalize Workgroup members' respective report writing responsibilities

Welch – We're transitioning to a different method of delivering the report; these items will remain on the agenda as a reminder. One effort is to add comments and footnotes; that's a high priority. Looking at a comment's and footnote's columns for Appendices A & B. They should be ready for use at the next meeting or shortly thereafter.

Had a meeting where we discussed PLUM producing as much of the report as possible.

The new approach is that the report would be provided by a work group in 3 basic elements, assigned this budget season as follows: Content to Mr. Hussey, Presentation to Mr. Kickham, and Schedule to Ms.

Vieth. It's important to know the volunteers will get to choose the members who will do the report next season.

VI. OVERVIEW AND DISCUSSION OF FY2024 CAPITAL REQUESTS

1. Our Island Home (OIH)

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

Munroe – Purchase of replacement van, OIH-24-001 at \$175,000. For FY2025, Our Island Home Facility OIH-17-001 at \$50m.

Welch – If anyone wants to make comments, please do so through Ms. Carmel.

Hussey – Asked if the new bus will be purchased through the State. Asked if the quote includes a mark-up over sticker.

Munroe – She's working with Ms. Sinatra through the contractor for a van with the more accessible lift. The vehicles are available now but can't purchase before June 31, 2023. Doesn't know if there is a mark-up.

Kickham – Confirmed the \$175,000 includes the lift. Pointed out that the air conditioning in the old van isn't working correctly.

Welch – This lift looks more functional and therefore more appropriate.

Munroe – Building maintenance, the outdoor patio will need some repair work within a few years. Maintenance would be anything required to improve quality of life for the residents.

Vieth – Asked why the van priority is medium.

Carmel – Think the priority rankings are set when Mr. Turbitt and Libby Gibson do their RORIs.

b. RORI Completion/Discussion

2. IT

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

McGonigle – Maintain Network Infrastructure, ADMIN-17-001 at \$50,000 (annual request) and Replace Town Computers, ADMIN-18-001 increases to \$69,000 with future annual increases. No new expenditure requests.

Welch – IT is the least costly department, but dollar for dollar our most powerful return for all related Town services.

Kickham – Asked if there is a different way to upgrade the Town computers.

McGonigle – We have a regular-replacement line item for the rotation of Laptops every 3 years and desktops every 5 years. We are transitioning to more mobile devices; that increases the cost. We are assessing if we should have regular monies every year or more money for longer intervals.

b. RORI Completion/Discussion

VII. OTHER BUSINESS

1. Update - Wannacomet Storage Building, WANN-28-001 for \$950,000

Discussion **Turbitt** – Had a meeting with Ms. Carmel and Mark Willett about moving this into this fiscal year because equipment is being stored outside subject to the elements; we are recommending an authorization for borrowing. We discussed the importance of the storage building to maintaining equipment and infrastructure. When it's completed, they could use retained earnings to pay down the debt. They store a lot of equipment in the elements and have had to get rid of some equipment. By authorizing the borrowing, it allows them to get a critical asset now; he recommends moving it into this year. He will change the priority to high.

Welch – Asked that the alpha-numeric code be accelerated to FY2024. The FY2020 estimate will need to be updated. Asked if anyone feels the need to bring Mr. Willett in to discuss this (no). We'll shoot an email out once the numbers are updated.

Kaizer – The FY2020 estimate was \$500,000 and the updated estimate is \$950,000.

Welch – The FY2020 estimate totaled \$900,000. The FY2022 estimate could already be updated.

Kickham – We might have just set precedent for other storage facilities.

Welch – Environmental degradation is a problem and doing this might set a precedent for that; it boils down to the cost.

Turbitt – Mr. Willett informed him that the \$950,000 estimate is from 4 months ago.

2. Green Sheet/Committee Reports
 - a. None
3. Good of the Order
 - a. Welch – We have a new NP&EDC liaison coming on board, Barry Rector. Asked that staff add him on the email list.
 - b. Welch – The meeting day and time might be affecting our attendance. He'd like to discuss reevaluating our meeting day and time at the next meeting. Asked that be put on the agenda.
 - c. Hussey – He didn't get the weekly meeting email with agenda items.
4. Date of the next meeting
 - a. Thursday, September 29, 2022 @ 10:00 am.
4. Adjournment

Motion **Motion to Adjourn at 10:42 am.** (made by: Hussey) (seconded)

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

Submitted by:

Terry L. Norton

Nantucket Memorial Airport								
FY24 Capital								
CATEGORY	PROJECT NAME	FY	ESTIMATED COST	PROJECT DESCRIPTION	FAA Entitlement/ Discretionary	MassDOT	Airport	
AIP Projects	Runway 24 High Speed Exit Taxiway	2024	\$ 5,040,000	Construction of new high speed exit taxiway to reduce taxi times, decrease fuel consumption, and enhance availability of over-water noise abatement flight tracks. The construction of this taxiway will increase efficiency and reduce runway occupancy time. This project also includes the demolition and construction of approximately 500 LF of new perimeter security fence.	\$ 4,536,000	\$ 252,000	\$ 252,000	
AIP Projects	SUPPLEMENTAL South Apron Expansion	2024	\$ 22,680,000	Expansion of South Apron to eliminate aircraft parking on Runway 15-33. This alternative proposes an extension of the South Apron to accommodate ten relocated jet engine aircraft: four Gulfstream G450, five Bombardier Global 5000, and an Airbus A220. This project also includes the demolition and construction of approximately 500 LF of new perimeter security fence.	\$ 20,412,000	\$ 1,134,000	\$ 1,134,000	
AIP Projects	Perimeter Road and Fence Relocation	2024	\$ 1,000,000	Portions of the existing approximately 20-foot-wide gravel perimeter road and perimeter security fence run along the edge of the coastal dunes. The perimeter security fence is eight feet high and topped with barbed wire. Coastal erosion and rising sea levels threaten the existing security fencing and perimeter road. An additional 1,000 linear feet of the demolition and construction of new perimeter security fence is also included within this project.	\$ 900,000	\$ 50,000	\$ 50,000	
AIP Projects (BIL)	SUPPLEMENTAL Terminal Improvements	2024	\$ 9,000,000	Supplemental Terminal Improvements including secure bag claim, a new holdroom, secure flight ticket lobby, outbound baggage, and air taxi ticket lobby. Please note that only approximately 70% of this project is eligible.	\$ 5,670,000	\$ 315,000	\$ 3,015,000	
Infrastructure	Nobadeer Farm Road Development (Phase II - Construction)	2024	\$ 5,130,000	The construction of crew quarters to provide housing for Aircraft Rescue and Firefighting Services. This will allow for the workers to live on the island while avoiding the housing shortage for people who work on Nantucket throughout the year, while maintaining the reliability and safety of the airport. This project proposes the construction of employee housing for four dwelling units. The proposed four dwelling units would consist of two 1,320-square-foot buildings.	\$ -	\$ -	\$ 5,130,000	
Infrastructure	EV Charging Infrastructure	2024	\$ 1,200,000	Design and installation of upgrades to the electrical distribution systems and EV charge points to serve airport vehicles, customer vehicles, and concession / tenant operations. The primary purpose of the project is to determine the electrical needs and install the appropriate infrastructure.	\$ -	\$ -	\$ 1,200,000	
Infrastructure	Jet A Tank Exterior Painting	2024	\$ 96,000	Re-painting four (4) 25,000 gallon above ground Jet A fuel storage tanks. This is for the exterior only. The single walled steel tanks need to be repainted every 10 plus years, due to salt air and sun exposure. This also helps to reduce the likely hood of rust forming on the exterior walls, seams and welds.	\$ -	\$ -	\$ 96,000	
Maintenance/Equipment	Paint and Beads & Rubber & Markings Removal (Multi - Year 7)	2024	\$ 503,500	FAA Part 139 requires the airfield markings to meet certain standards. NMA has developed a multi year plan to break out the removal and re-painting of the airfield. Previously performed by MASS DOT. This request is for Runway 15-33	\$ -	\$ -	\$ 503,500	
Maintenance/Equipment	Replace Airport 15, Repainting Parking Lot and Luggage Carts	2024	\$ 110,000	Replace Airport 15, Repainting Parking Lot and Luggage Carts	\$ -	\$ -	\$ 110,000	
Operations/ARFF	Lektro Tug	2024	\$ 384,000	To replace existing 2007 tow vehicle that is 15 years old and has reached its useful life. This tug would be utilized on General Aviation ramp for LARGE private and corporate Jets. This tug can also be used for LARGE Air Carrier aircraft towing and during emergencies, such as flat tires on runways.	\$ -	\$ -	\$ 384,000	
Operations/ARFF	ARFF Tools and Equipment & PFAS Decontamination	2024	\$ 392,000	Purchase of firefighting SCBA, hoses, nozzles, tools and equipment for new ARFF truck. Additional equipment is required for ARFF Truck purchase that is not AIP eligible. Existing ARFF trucks should be decontaminated when a new Fluorine-Free firefighting foam is available: it is not sufficient to only replace foams as old PFAS-containing foam could still provide emissions to the environment.	\$ -	\$ -	\$ 392,000	
			\$ 45,535,500		\$ 31,518,000	\$ 1,751,000	\$ 12,266,500	
	AIP Projects/AIP (BIL)		\$ 37,720,000					
	Infrastructure		\$ 6,426,000					
	Maintenance/Equipment		\$ 613,500					
	Operations/ARFF		\$ 776,000					
			\$ 45,535,500					
	AIP Projects		\$ 37,720,000					
	FAA Entitlement/Discretionary		\$ 31,518,000					
	MassDOT		\$ 1,751,000					
	Airport		\$ 12,266,500					
			\$ 45,535,500					