NP&EDC

NANTUCKET PLANNING AND ECONOMIC DEVELOPMENT COMMISSION

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

APPROVED MINUTES
Thursday, November 8, 2021
Remote Participation via Zoom Webinar – 6:00 p.m.

ZOOM REGISTRATION LINK:
https://us06web.zoom.us/webinar/register/WN_yMXmdMvTQVOEuaNekmriTw

Purpose: Regular Meeting :

STAFF IN ATTENDANCE: Andrew Vorce, Director of Planning; Leslie W. Snell, Deputy Director of Planning; Megan Trudel, Land Use Specialist
ATTENDING MEMBERS: Nat Lowell (Chair), Fritz McClure, Mary Longacre, Kristie Ferrantella, Jack Gardner, David Iverson, Bert Johnson, John Trudel, and Judith Wegner
REMOTE PARTICIPATION: Derek Shooster (Regional Planning Coordinator |MassDOT | Office of Transportation Planning

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UPATED AGENDA **no content changes, minor language and order changes*

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****Participation in the Public Hearing and Public Comment will be available through Zoom Webinar. You must register in advance in order to participate at the meeting. Use the link below to register for Zoom Webinar participation. Contact mtrudel@nantucket-ma.gov with any questions****

ZOOM REGISTRATION LINK:
https://us06web.zoom.us/webinar/register/WN_yMXmdMvTQVOEuaNekmriTw

To view the meeting only, use the YouTube link below:
https://youtu.be/z0IRvyMK9wQ

PLEASE LIST BELOW THE TOPICS THE CHAIR REASONABLY ANTICIPATES WILL BE DISCUSSED AT THE MEETING.

I. Call to Order:

Chair Lowell called the meeting to order at 6:05pm

Chair Lowell read a prepared statement in accordance with Governor Baker's March 22, 2020, order regarding open meeting law, which outlines how the meeting is conducted via remote participation and states the ground rules for any discussion.

II. Establishment of Quoru m:

6:00pm

III. Approval of Agenda :

Ms. Wegner moved to approve the agenda. The motion was duly seconded by Mr. Johnson, and the motion carried **UNANIMOUSLY** .

Vote taken by Roll Call:

Judith Wegner Aye
John Trudel *Aye*
Bert Johnson *Aye*
Fritz McClure Aye
Mary Longacre *Aye*
Jack Gardner Aye
Kristie Ferrantella Aye
David Iverson Aye
Chair Nat Lowell *Aye*

IV. Approval of Minutes:

- **June 21, 2021**

Motion/Vote: Ms. Wegner moved to approve the minutes of June 21, 2021. The motion was duly seconded by Ms. Ferrantella and the motion was carried unanimously.

Vote taken by Roll Call:

Judith Wegner *Aye*
John Trudel *Aye*
Bert Johnson *Aye*
Fritz McClure Aye
Mary Longacre *Abstained*
Jack Gardner *Aye*
Kristie Ferrantella *Aye*
David Iverson *Aye*
Chair Nat Lowell *Aye*

- **July 19, 2021**

Discuss ion: Mrs. Trudel mentions correcting the minutes from the July 19th meeting. She pointed out that everything has been rectified regarding those corrections. There was a minor technical correction related to a motion for the continuance of the June 21st minutes. The correction will be made accordingly.

Motion/Vote: Ms. Wegner moved to approve the minutes of July 19, 2021, with minor corrections. The motion was duly seconded by Mr. Johnson and the motion was carried unanimously.

Vote taken by Roll Call:

Judith Wegner *Aye*
John Trudel *Aye*
Bert Johnson *Aye*
Fritz McClure *Aye*
Mary Longacre *Aye*
Jack Gardner *Aye*
Kristie Ferrantella *Aye*
David Iverson *Aye*
Chair Nat Lowell *Aye*

V. <u>Public Comments:</u>

Discussion: Hillary Hedges Rayport referred to an email sent about 10 days ago regarding a home rule petition related to a commission. The purpose of the petition is to propose amendments to the special act that created the commission. Ms. Rayport emphasized her intention to enhance public engagement by adding elected members, modifying membership, aiding in long-range planning, clarifying the mission around environmental interests, and introducing an annual reporting requirement to Nantucket voters. Ms. Rayport hoped for the support and coordination of the commission's mission and interests and looked forward to an interesting conversation with the commissioners and the public. Mr. Johnson expressed not having received the email that was mentioned. Chair Lowell responded that the email wasn't on the agenda but assured that copies of it would be provided for him and it was suggested he communicate with staff to obtain the information.

VI. <u>Action / Discussion Items:</u>

A. Fiber-Optic High-Speed Internet Cable

Representing: Karen McGonigle

Discussion: Ms. McGonigle started her presentation on the Strategic Plan's focus on efficient Town operations and technology investment. The plan includes a goal to invest in technology. She discussed the first objective of adding public Wi-Fi within a certain area specifically around Pacific National Bank. Step one of this project is set for fiscal year 2023 and involves activating an existing wireless access point in a new smart streetlamp at Horse Fontain on Lower Main Street. Ms. McGonigle discussed the plan to add more access points along Main Street to create a mesh network aiming to improve Wi-Fi for visitors. She mentions a similar plan for Surfside and Jetties beaches which is also planned for FY 2023. She brought up the topic of island wide Wi-Fi coverage except for Great Point and mentioned that the details of this plan would be discussed by the Select Board in the future. This step will serve as a foundation for potential expansion of access points along Main Street to establish a mesh network. Steven Johnson discussed the ongoing developments at both the federal and state levels. He mentioned that the federal infrastructure bill had recently been voted on and passed leading to a guarantee of a minimum of a hundred million dollars for each state. He stated that the details were being worked out at the state level with potential changes occurring frequently. Steve Johnson stated that approximately 5.3 billion dollars in ARPA funding is available with different proposals from the governor, the house, and the senate. The proposal allocates varying amounts for broadband infrastructure investment with the senate's proposal allocating 75 million dollars. He expressed concerns that these amounts might not be sufficient for the necessary infrastructure investments and mentioned that efforts were being made to advocate for increased funding. Steve Johnson stated that he has testified to the ways and means and engaged with various senators and representatives to emphasize the importance of adequate investment in infrastructure. He expressed frustration about the lower level of investment in Massachusetts despite discussion with various officials including the

Secretary of Housing and Economic Development and the Massachusetts Broadband Institute (MBI). Steven Johnson stated that in 2020 they had been included in the IT bond bill for 1.7 million dollars, but the governor had not taken steps to release those funds. Steven Johnson stated that he disagreed with the governor's perspective that the outer Cape and Islands were well served by broadband which led to regular disagreements. He mentioned a mailing addressed to the Senate in the House. The mailing discussed the amount of money spent in Western Massachusetts on last mile broadband totaling 118.3 million dollars. He stated that the only investment made in Eastern Massachusetts or Southeastern Mass was the initial five million dollars that Open Cape received as seed money. He expressed their focus on advocating for more funding and highlighted that they outlined a need for 25 million dollars to build a fiber connection from the Cape to Nantucket or the Vineyard to address capacity issues. Steven Johnson explained that they reached out to Caldwell Marine, a submarine cable layer that had worked on the Block Island cable and the cable to the Vineyard in 2014. He indicated that they have a rough estimate for the project and if funding became available, they would seek multiple bids for the job. Steven Johnson encouraged more input and attention to this matter from people on Nantucket and the Vineyard. He stated that sharing the challenges that are faced on both islands daily, laying fiber would solve capacity issues for several decades and cater to various needs such as public safety, healthcare, and redundancy. He stated that the fiber connections would help Cape Cod Healthcare allowing them to connect numerous locations for better healthcare services. Chair Lowell questioned the potential overlap or coordination of this new project with other infrastructure like power. Steven Johnson addressed the question. He stated that the current project he mentioned is the example of the Vineyard Wind cable which included both power cables and fiber optics. He explained that there was usually an attempt to keep electricity and fiber optics separate due to possible interference. He also emphasized the intention to run a cable as large as the budget would allow to the islands prioritizing this specific purpose. Mr. Trudel inquired about Steven Johnson's experience, previous projects and whether there were other entities bidding for this project or if it was his own idea. Steve Johnson responded that he has been the CEO and Executive Director of Open Cape for six and a half years. He detailed how they received$32 million in federal funds from the American Recovery Act, matched with $5 million from the state along with $2 million in private funding. He stated that they terminated a partnership with a for profit company and managed Open Cape internally. He discussed the progress and accomplishments of Open Cape, an organization that has established a self-sustaining and profitable network in Cape Cod. He mentioned growing the network from 350 to over 550 miles, connecting various institutions including schools, healthcare facilities, police, fire departments and more. He mentions recent achievements such as building 13 fiber laterals for Cape Cod Hospital in a short time frame and potentially adding another 100 miles of fiber through a tribal broadband program. Steven Johnson briefly shared his personal background, mentioned previous experience at educational institutions and in the television network industry. He acknowledged his team's expertise and the success of the organization's efforts. Steven Johnson stated that their focus is to provide service to the island as a not-for-profit organization rather than revenue. He emphasized their dedication to offering efficient and well-run services while reinvesting profits back in the network. He stated that they compared their affordable residential service providing one gigabit of shared service for $55 a month to the high costs of other providers like Comcast. Steve Johnson also stated that their efforts to address cybersecurity concerns by implementing a DDOS mitigation program for schools through a partner. Karen McGonigle introduced the concept of municipal broadband and its relevance to the island's internet infrastructure. She discussed the need for last mile connectivity for residents and business which could be addressed through Open Cape's initiative or a potential municipal broadband effort. She explained the formation of a municipal light plant (MLP) as a publicly managed non-profit entity authorized to provide utilities, including telecommunications to ratepayers. To establish an MLP a two-third majority vote is required at two consecutive Town Meetings within a specific timeframe. Once approved the Select Board would create a commission to oversee the MLP which functions similarly to a utility and can be funded through various means such as property taxes that can be bonded or it can consist of a combination of both depending on how they want to do it. Ms. McGonigle highlighted various potential costs such as surveys, infrastructure setup, fiber installation, wireless alternatives, customer connections, maintenance, customer support, and billing. Ms. McGonigle said that the exact costs would only be known after conducting a comprehensive engineering study. Mary Longacre shared a statement from Jason Bridges, the Select Board Chair, which highlighted the importance of broadband for Nantucket's future growth. Chair Bridge's comment indicated that while there are limits to physical expansion due to the island's constraints, broadband services offer a way to enhance economic activity without increasing the population. Ms. McGonigle suggests that the public Wi-Fi projects can start on a small scale, possibly beginning with specific locations such as Main Street and the Pacific Bank area. The intention is to test the concept by activating existing smart lamps and expanding with smart streetlamps or access points to create a mesh network. This strategy is also considered for Surfside and Jetties beaches. Ms. McGonigle believes it's wise to begin with a hotspot and then decide if further expansion aligns with the project's goals. Ms. McGonigle proposes integrating this plan into a larger facilities master plan due to uncertainties about the future of concession buildings. She said that the public Wi-Fi initiative is distinct from the broader broadband high speed internet project, which is a more extensive and long-term objective. Ms. Ferrantella expressed her gratitude to Ms. McGonigle for her contribution to the strategic plan for improving the IT infrastructure across the island. She said that this update was important for the Select Board and its goals.

B. <u>CRAC/CRP Plan :</u>

Representing: Vince Murphy

Discussion: Mr. Murphy acknowledged the comprehensive nature of the CRP document. Mr. Murphy expressed his gratitude to the Coast Resiliency Advisory Committee and thanked Mary for her significant contributions. He stated that Mary played a vita role in shaping large portions of the plan, working in collaboration with public information, public feedback, public events, and consultants from organizations like Arcadis Stars One Architecture and the Craig Group. Mr. Murphy provided an overview of the Coast Resilience Plan and its recommendations. The plan covers various aspects such as risk areas, potential infrastructure changes and new policy recommendations. Mr. Murphy emphasized the urgency of addressing the impacts of climate change, especially the issue of rising waters. He explained that climate change is the overarching problem and discussed the increased greenhouse gases that contribute to it, with carbon being the most significant component. He mentioned that there are numerous associated problems with climate change including drought, snow reduction, desertification, and coral bleaching however he focused on the specific concerns to the region. Mr. Murphy detailed the key issues addressed by the Coast Resilience Plan which included increased storm frequency and intensity, sea level rise, coastal erosion, coastal flooding, and rising groundwater levels. He stated that these are the primary challenges that the plan addresses. Mr. Murphy discusses the risk associated with sea level rise, using Nantucket as an example. He presented data indicating eight inches of sea level rise from 1965 to 2019 measured by NOAA. The discussion emphasizes using the high scenario for planning purposes to prepare for worst case outcomes. He presented projected water levels under the high scenario for different timeframes around two feet of sea level rise by 2040, about five feet by 2070 and further rise by 2100. Developing wetlands are shown as areas affected by the rising water levels. The overall goal is to plan for a range of possibilities from best case to worst case scenarios. Maps are presented to visualize the effects of these scenarios on the island's downtown area showing the increasing influx of land over time. Mr. Murphy touches on an erosion hazard map produced by FEMA, highlighting areas of risk in different timeframes (2030, 2050, and 2100) and for various levels of risk. The combined risks of sea level rise and erosion are shown on a map indicating structures and roads at risk. Mr. Murphy emphasizes the potential danger to thousands of structures, miles of roads, and the financial implications associated with varying degrees of risk. There was discussion that involves the consideration of various infrastructure ideas within a Coastal Resilience Plan (CRP). One major idea discussed is a floodgate system for the harbor, with multiple configurations explored for feasibility, practicality, and potential costs. The floodgate system idea was explored however it did not become a formal recommendation in the CRP. Also discussed is a barrier system at ground level and other elevated structures. The intention is to create an interconnected system to provide protection for the area. Offshore structures are also mentioned which could contribute to protecting and enhancing the barrier system's resilience by encouraging sediment accumulation and longevity. The discussion addresses potential breach points in the coastal area. Also centers around addressing flooding and erosion challenges. FEMA is mentioned as a resource for severe flooding and efforts are underway to integrate erosion hazard mapping into a structure like flood zones. This integration led by Massachusetts Environmental Emergency Management Agency (MIMA) and the office of Coastal Zone Management is expected to take a decade or two. At the local level Nantucket is acting through its Select Board which established a Coastal Resilience Advisory Committee to create a resilience plan. This plan involves potential zoning changes, adjustments to the Wetland Protection Act, and even modifications to town governance. The goal is to incorporate sea level rise considerations into daily life and build a more resilient community. The Coastal Resilience Plan (CRP) includes 40 recommendations with 20 presented in the discussed section. However, due to the presentation format only a limited amount could be displayed. Ms. Longacre stated that the one key point is understanding the Coastal Resilience Plan and its purpose. The plan is emphasized as a tool for identifying areas that require further investigation and assessment rather than providing immediate construction solutions. The plan doesn't currently offer detailed engineering designs for projects. Mr. Vorce had a couple of questions related to the New Bedford Hurricane Barrier and the Coastal Resilience Plan. He clarified that the plan did not receive recommendations for planning or anticipation for the hurricane barrier. Mr. Murphy stated that the barrier is considered a challenging and time-consuming project and that the barrier might not be needed until after 2050. The plan being discussed is a 10-year plan, however it would have to be redone in 10 years' time, looking at 40 or 50 years from now. The Board elaborated on the different strategies for dealing with water related challenges specifically focusing on the New Bedford hurricane barrier project. They outline three main long-term strategies, Protect, Adapt and Retreat. The "Protect" strategy involves building land-based structures like the downtown flood barrier while the "Adapt" strategy involves adjusting to living with water and the "Retreat" strategy involves relocating to avoid water related issues. These strategies were presented in the coastal resilience plan for Nantucket. Also, discussed is who will make the final decision regarding the strategies and their implementation. The process of activating the barrier was considered and the possibility of involving the Coastal Resilience Advisory Committee and the Select Board in making the recommendations for activation. Mr. Murphy emphasized the importance of starting the planning process despite its complexity. Starting the process involves finding the necessary funding to initiate a planning effort. The scale of the planning process would need to be increased from 10 to 30 to 50 to secure substantial financing from state or federal organizations. This would eventually lead to a final 100 planning phase to make the project shuttle ready which involves numerous steps and that the current stage is only an initial idea. Mr. Trudel posed a question regarding diverting water as part of a long-term "Protect" strategy specifically focusing on the harbor flood barrier. He expressed concern about the potential consequences of diverting water to other areas and whether it could cause erosion in places like Madaket or Monomoy. The discussion revolved around "option two" a conceptual idea for a harbor flood barrier. The purpose of introducing this concept was to showcase another perspective. Mr. Murphy stressed the complexity involved in its implementation and that the design is far from complete. He stated that this project requires collaboration with the U.S. Army Corps of Engineers and significant input on water bodies. There was question whether laws and regulations such as Chapter 91 could be updated to address concerns related to sea level rise and climate change. Mr. Vorce questioned whether the project will move on to the Select Board for acceptance or adoption. Mr. Murphy stated that the Ghost Resiliency Advisory Committee needs to complete its process before further steps can be taken. The committee will eventually accept the project and make a recommendation to the Select Board. Chair Lowell expressed the need to discuss the zoning aspects of the project. Mr. Vorce raised a question about relocating houses. He stated that there is uncertainty about whether this approach has been fully considered, especially regarding private land ownership. Mr. Murphy stated that the presentation's intention was to present a conceptual idea rather than specific house placements. Mr. Lowell thanked Mr. Murphy for attending and anticipated further updates from Ms. Longacre in the future.

C. <u>Acceptance of Monomoy Area Plan Appointments :</u>

Representin g: Francine Neely and Evan Jones

The discussion focused on the upcoming presentation to a group of people from the Monomoy area. Mr. Vorce stated that this region lacks a local area plan and mentioned the keen interest of the community in initiating the planning process. Mr. Vorce stated that the initial steps include defining the plan's boundaries which are detailed in the providing packet and forming a committee to begin working on the plan. Mr. Vorce referred to ongoing area planning efforts such as the current town area plan and the recent update to the Sconset plan. Mr. Vorce stated that he talked to a specific group and encouraged the commission to consider their proposals while informing them that they are limited to staff resources. Staff members were engaged with other projects and the group was enthusiastic and willing to take initiative in the planning process including conducting surveys and other activities. Franci Neely and Evan Jones, co-president of the Monomoy Civic Association, expressed gratitude to Mr. Vorce for his assistance in helping them get started on their initiative. Ms. Neely stated that they are preparing a local area plan under Mr. Vorce's direction. They have started working on a survey to weigh the community's perspective on various issues. Also submitted were the proposed boundaries for the plan to Mr. Vorce and the commission which are included in the packet. Chair Lowell thanked Ms. Neeley for their efforts and expressed confidence in their current direction. The discussion focused on understanding the transformation of the area zoning and infrastructure, including paper roads and roads that may not be officially recognized. Chair Lowell emphasized the need for cleanup and improvements. Mr. Vorce encouraged "the group" to continue working on defining the new vision for the Monomoy area, considering its unique history and current state. Mr. Vorce questioned whether the properties on Milestone and Polpis are part of Monomoy which was raised during Town Meetings. Mr. Vorce stated that at this point they are proposing to include which makes sense due to the overall pattern of the neighborhood and the utilities and the interconnectedness. Ms. Longacre questioned regarding the western boundary of the plan, the map seemed to show dividing the Creeks area in two parts and what the rationale behind it. Ms. Neely stated that the original intention was to include the Hayes property, now Creek Preserve and the Odison property, both owned by the Land Bank, in the plan. The Odison property has a life estate and the Land Bank's ownership status was discussed. Ms. Neeley stated that they discussed on interactions with various representatives, while some were not familiar with local area plans, they expressed the understanding that discussions would involve the Cathcart Beach area, suggesting excluding certain properties from the current plan boundaries. The rationale behind the boundary adjustment was to accommodate the representatives concerns and show respect for their perspectives. Ms. Longacre questioned the anticipation of making recommendations for the eastern part of the creeks that is included in the area plan. Ms. Neeley responded that there is an intention to closely examine the existing coastal resilience plan and its recommendations and to incorporate them into the local area plan and that there's no intention to compete with the coastal resilience plan but rather work in harmony with its recommendations. Mr. Jones expressed being sensitive to the hard work done in the coastal resilience plan and aiming to incorporate its recommendations as much as possible. He stated that the goal is to preserve the creeks. Ms. Longacre questioned the composition of the area plan committee. She stated that when the committee was being formed, advice was given that individuals already holding positions of authority in the Town should not be part of the committee. She questioned whether Dawn Holdgate, a Select Board member, should be involved in the creation of the area plan. Ms. Neeley stated that this is a decision she cannot make. Ms. Neeley stated that Dawn Holdgate is a knowledgeable resident and willing to contribute her time and that the decision should be left to the commission and Mr. Vorce to decide. Mr. Jones expressed that Mrs. Holdgate has previously taken care to recuse herself from matters involving Monomoy and the importance of respecting conflicts of interest and other policies. Chair Lowell question of how ex official terms were handled in the past versus now. Mr. Vorce stated that these efforts are generally valued as learning and participatory exercises for residents who might not be involved in every aspect of Town affairs. Ms. Wegner suggested moving forward with the discussion because there was still a lot to discuss. Chair Lowell questioned the process of appointing or endorsing names for the group. Mr. Vorce stated that the first motion would be to approve the submitted boundaries of the area plan.

1st Motion/Vote: Ms. Wegner moved to accept the list of participants submitted by the Monomoy group for their appointments. The motion was duly seconded by Mr. Johnson and the motion was carried unanimously.

Vote taken by Roll Call:
Judith Wegner *Aye*
Bert Johnson *Aye*
Kristie Ferrantella *Aye*
Fritz McClure Aye
Jack Gardner *Aye*
John Trudel *Aye*
Mary Longacre *Aye*
Chair Nat Lowell *Aye*

Motion/Vote: Ms. Wegner moved to approve the boundaries of the area plan as submitted. The motion was duly seconded by Mr. Johnson and the motion was carried unanimously.

Vote taken by Roll Call:
Judith Wegner *Aye*
Fritz McClure *Aye*

Jack Gardner *Aye*
Bert Johnson *Aye*
John Trudel *Aye*
Kristie Ferrantella *(Abstained due to being on the Select Board)*
Chair Nat Lowell *Aye*
Mary Longacre *Aye*

Chair Lowell expressed gratitude to Ms. Neeley for her efforts in facilitating the process in a relatively short amount of time.

D. <u>Proposed Action to Release FFY 2022-2026 TIP Amendment #1 for 21-Day Public Comment - Steamship Authority, capital project for new vehicle transfer bridges and gallows:</u>

Discussion: Mr. Vorce recap previous discussions mentioning conversation with the new Transportation Planner, Derek Shooster. Mr. Shooster volunteered to guide through various transportation issues, working with Megan, Bob Davis, and him. The goal was to address matters related to the Transportation Improvement Program (TIP) process, focusing on the Regional Planning agency's role in covering the work that the process involves. Mr. Shooster provided a summary of the project and explaining the funding aspect and the necessary action related to the Transportation Improvement Program (TIP). Bob Davis described the project as involving the replacement of vehicle transfer bridges at the terminal. The initial plan was to refurbish the bridges but due to their deteriorated condition the decision shifted towards full replacement. The Transportation Improvement Program for Nantucket during the active five-year period (FY22-26) was discussed. Chair Lowell questioned if a short meeting with the Planning Board could be scheduled considering the timing of discussions and necessary actions. Mr. Vorce stated that a special meeting in December could be scheduled. Mr. Davis stated that there is still engineering work to be done and bid documents to be prepared. The project's construction is anticipated to take place in the January/February timeframe. Mr. McClure had a few questions regarding a previous meeting's discussion where a letter had indicated a project cost of $2 million and existing funds of over $1.6 million. He asked for clarification on whether they were being asked to fund the entire $2 million or the difference. Mr. Shooster responded stating that the difference between the TIP programs and the Federal Highway Administration's ferryboat program. The FHWA's ferryboat program operates separately from the TIP program and is specific to funding ferry related projects.

Motion/Vote: Mr. Johnson moved to release the proposed tip amendment for 21-day public comment. The motion was duly seconded by Ms. Longacre and the motion was carried unanimously.

<u>Vote taken by Roll Call:</u>
Judith Wegner *Aye*
John Trudel *Aye*
Bert Johnson *Aye*
Fritz McClure *Aye*
Mary Longacre *Aye*
Jack Gardner *Aye*
Kristie Ferrantella *Aye*
Chair Nat Lowell *Aye*

Mr. Shooster will collaborate with Megan and Andrew to address public statement requirements for the Martha's Vineyard Commission (MVDC) website and possibly organize a public meeting for additional discussions. The January timeframe was confirmed.

E. <u>Budget Report :</u>

Discussion: Mr. Vorce stated that the focus is the expense increase request forms for the upcoming year. The budget is essentially moving forward with level funding except for the mentioned requests for an expense increase. The budget had consistently remained around the low $2 million range. Mr. McClure expressed his concern that the bylaws state that the Commission should approve the budget prior to submission to the Town Manager. He interpreted this to mean that the Commission should approve the budget as it relates to the expenses and items under the Commission's jurisdiction. Mr. McClure mentioned that the budget included items like automobiles and funding for certain purposes, but these might be outside the Commission's purview. He was hesitant to personally approve expenses unrelated to the Commission's responsibilities. Chair Lowell clarified that the Commission wasn't being asked to vote on these expenses. The purpose of sharing the information was to inform the Commissioners about the budget request being made to the Town Administration within the set deadline. Chair Lowell also mentioned that the Commission's authority over individual budgets had passed some time ago due to bylaw changes particularly since the introduction of the PLUS operation in 2012. Ms. Longacre expressed support for the proposed budget.

F. Bylaws ***CONTINUED TO 01-24-22***

VII. <u>Other Committee Reports :</u>

- **Town Area Plan Update**

  Discussion: Ms. Longacre provided an update on the Town Area Plan Committee's activities. Henry Terry the Town Association President was elected as the chair of the committee. The focus was on gaining a better understanding of zoning and there was mention of inviting Leslie to provide more information on zoning.

VIII. Other Business :

- Outdoor Dining and Economic development, a brief mention was made about ongoing discussions related to outdoor dining and economic development. Stroll event, the upcoming "stroll" event with hopes for good weather and a successful turnout.

- **No meeting in December. Next meeting will *tentatively* take place Monday, January 24, 2022 at 5pm (note that this is the fourth Monday of the month)**
  Official that there will be no meeting in December due to upcoming Zoning articles. Next meeting will be in January.

- Mrs. Snell provided an announcement about the launch of the Rock-Solid Fund by the Chamber in partnership with the Town. The fund offers potential funding for small local businesses and the application deadline is November 22nd.

IX. Executive Session, Not to Return to Open Session :

Chair Lowell announced the intention to convene an executive session for the purpose of discussing strategies related to collective bargaining and litigation. The session was held in accordance with Massachusetts General Law Chapter 38, Section 21, where an open meeting could potentially have a detrimental effect on the bargaining or litigation process.

Motion/Vote: Mr. Johnson made a motion to enter the executive session. The motion was duly seconded by Mr. Gardner and the motion was carried unanimously.

Vote taken by Roll Call:
Judith Wegner *Aye*
John Trudel *Aye*
Bert Johnson *Aye*
Fritz McClure *Aye*
Mary Longacre *Aye*
Jack Gardner *Aye*
Kristie Ferrantella *Aye*
Chair Nat Lowell *Aye*

The attendees were instructed to leave the current Zoom meeting and join another Zoom meeting that hsd been sent to them via email to continue the executive session.

- **Reason 3, To discuss strategy with respect to collective bargaining**

X. Adjournment:

The meeting concluded with the announcement that they would not be returning to open session and would adjourn in executive session.

Submitted by Catherine Ancero