NP&EDC

NANTUCKET PLANNING AND ECONOMIC DEVELOPMENT COMMISSION

Nantucket Planning & Economic Development Commission APPROVED Minutes
Remote Participation via Zoom Webinar
August 21, 2023 @ 5:00PM

Commissioners: Chair Mary Longacre, Vice-Chair Barry Rector (Absent), Nat Lowell, Bert Johnson (Absent), Seth Engelbourg (Absent), Dave Iverson, Kristie Ferrantella (Absent), Wendy Hudson, and Dawn Hill Holdgate (Absent)

Staff: Leslie Snell, Director of Planning, Megan Trudel, Senior Planner, and Michael Burns, Transportation Program Manager

I. Call to order:

Chair Longacre called the meeting to order at 5:09pm.
Chair Longacre read a prepared statement in accordance with Governor Baker's March 21, 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 quorum:

In Attendance:

Commissioners:
Wendy Hudson Aye
Dave Iverson Aye
Nat Lowell Aye
Joe Topham Aye
John Trudel Aye
Chair Mary Longacre Aye

Absent:
Seth Engelbourg
Kristie Ferrantella
Dawn Hill Holdgate
Bert Johnson
Vice-Chair Barry Rector

Staff:
Leslie Snell, Director of Planning *Aye*
Megan Trudel, Senior Planner *Aye*
Michael Burns, Transportation Program Manager *Aye*
Raissah Kouame, Regional Planning Coordinator, MassDOT *Aye*

III. Approval of Agenda:

Motion/Vote: Mr. Iverson made a motion to approve the agenda and the motion was duly seconded by Mr. Lowell and the motion was carried unanimously.

Vote taken by Roll Call:
Wendy Hudson Aye
Dave Iverson Aye
Nat Lowell Aye
Joe Topham Aye
John Trudel Aye
Chair Mary Longacre Aye

IV. Public Comments:

Hillary Rayport addresses the issue of a home rule petition related to the addition of the Nantucket Historical Commission (NHC). Ms. Rayport shares her perspective on why this petition requests changes to include the NHC. Ms. Rayport explains that the NHC is the preservation planning group responsible for activities like surveying, planning, documenting, and advocating for the protection of historic resources on Nantucket. Ms. Rayport highlights that the NHC plays a role in Section 106 reviews as part of the certified local government and that the Historical District Commission (HDC) focuses on architectural review but also considers the compatibility of new developments with the historic environment. Ms. Rayport emphasizes that the NHC is well-suited to serve as the preservation arm of the collective certified local government preservation commission for long-range planning. Ms. Rayport aims to clarify the distinction between the NHC and HDC and assert the suitability of the NHC for long-term planning related to historic preservation.

V. Minutes:

A. Release of Previously Approved Executive Session Minutes

1. **February 23, 2023**
2. **March 20, 2023**

Chair Longacre announces the release of the executive session minutes for February 23rd and March 20, 2023. She stated that these minutes can be obtained from the Planning Department or Town's website once they are posted.

B. June 26, 2023

There were minor edits and Mrs. Trudel sent to Fiona for incorporation before posting on the website.

Motion/Vote: Mr. Lowell made a motion to accept the minor modifications. The motion was duly seconded by Mr. Iverson and the motion was carried unanimously.

Vote taken by Roll Call:
Wendy Hudson *Aye*
Dave Iverson *Aye*
Nat Lowell *Aye*
Joseph Topham *Aye*
John Trudel *Aye*
Chair Mary Longacre *Aye*

VI. Action/Discussion Items:

A. Acceptance of Membership Appointments

1. Conservation Commission (Seth Engelbourg)

2. Nantucket Housing Authority (Bert Johnson)

Chair Longacre acknowledged that neither Seth nor Bert was present, but did receive communications from their respective committees, the Conservation Commission, and the Nantucket Housing Authority, reappointing them to the NP&EDC.

Motion/Vote - Mr. Lowell moved to accept both of those appointments. The motion was duly seconded by Mr. Trudel.

Vote taken by Roll Call:
Wendy Hudson *Aye*
Dave Iverson *Aye*
Nat Lowell *Aye*
Joseph Topham *Aye*
John Trudel *Aye*
Chair Mary Longacre *Aye*

B. Committee Appointments

1. Harbor Plan Update Committee (currently Seth Engelbourg)
Chair Longacre stated that we need to reappoint a member to the Harbor Plan Update Committee. She said that they received a request from Seth for reappointment. Chair Longacre asked if anyone else was interested in serving on the committee.

Motion/Vote: Mr. Iverson moved to reappoint Mr. Engelbourg and the motion was duly seconded by Mr. Lowell.

Vote taken by Roll Call:
Wendy Hudson *Aye*
Dave Iverson *Aye*
Nat Lowell *Aye*
Joseph Topham *Aye*
John Trudel *Aye*
Chair Mary Longacre *Aye*

C. Area Plan Guidelines Review

Chair Longacre mentioned that the packet included both the documents that was signed by Judith, Nat and Andrew previously with an invitation generally speaking to Civic Associations and other neighborhoods for how to consider whether to pursue an area plan. The Chair mentioned that the next steps would be inviting groups representing neighborhoods with existing area plans to review and submit comments or questions on the guidelines. Additionally, the Civic League would be asked to invite their member organizations to do the same. Ms. Hudson expressed the need to ensure that the guidelines are welcoming and not daunting to the public and extend an open invitation for participation. Chair Longacre thought that Ms. Hudson had a valid point and said that when these are sent out especially to specific neighborhood groups they should go with an invitation and not just blank. Chair Longacre asked if there were any comments or questions from the Commissioners. Chair Longacre stated that the Commissioners had reviewed the draft, and the next step is to have it reviewed by interested parties.

D. Transportation Program Manager Update

1. FY 2024 3c Contract
Transportation Program Manager, Mike Burns provided an update on the FY 2024 3C contract, which pertains to funding for the Unified Planning Work

Program (UPWP) for the fiscal year 2024. The total funding for Nantucket is $324,324, the value of the UPWP activities from October 1st of this year through September 30th of next year. Staff requested that the Commissioners authorize the Director of Planning to sign and execute the FY 2024 3C contract with MassDot. No comments or questions from the Commissioners.

Motion/Vote: Mr. Iverson moved to authorize the Director of Planning to sign and execute the fiscal year 2024 3C contract with MassDOT. The motion was duly seconded by Mr. Lowell and the motion was unanimously approved.

Vote taken by Roll Call:
Wendy Hudson *Aye*
Dave Iverson *Aye*
Nat Lowell *Aye*
Joseph Topham *Aye*
John Trudel *Aye*
Chair Mary Longacre *Aye*

2. Discussion of Toscana sponsored petition for roundabout/rotary at Nobadeer Farm Road and Milestone Road

Mrs. Trudel brought over Carl Jelleme as a panelist.
Michael Burns mentioned a petition seeking public support to address delays and queue along Nobadeer Farm Road at Milestone Road. Mr. Burns noted that a single-lane roundabout had been recommended in the 2017 Old South Road Corridor study to alleviate congestion at this intersection during peak hours. This recommendation had been included in both the 2020 and the draft 2024 long-range transportation plans and was part of Article 15 in the 2018 Annual Town Meeting which was seeking 14 million dollars for improvements along Milestone Road and Old South Road including the roundabout. It was approved at Town Meeting but was not passed at the 2018 Annual Town Election. In 2019, approval was granted to request MassDOT to reconstruct the Milestone rotary and the Milestone Road. A project need form was submitted in the fall of 2019. Staff are currently coordinating with MassDOT to initiate all three of these projects for review and approval by MassDOT's Project Review Committee. There is a deadline of September 22nd to submit these projects for the Committee's October 12th meeting. More details and updates are expected in the coming months. It was clarified that the design is a conceptual design. Carl Jelleme expressed that a turning lane could be implemented as a simpler and quicker solution to address the traffic issues. Dave Iverson asked Mr. Burns for information about the status of road layouts and if any property easements were needed for the proposed project. Mr. Burns explains that this was based on GIS information and that a proper survey might be necessary to understand right-of-way issues. John Trudel expressed the need to address the traffic problems and prioritize the roundabout project to alleviate congestion effectively. Mr. Burns stated that the urgency and priority of this intersection could be raised by the community and for community involvement and action such as petitions. Nat Lowell suggested constructing a temporary right-turning lane, as an interim solution. Joseph Topham suggested obtaining an emergency permit from the State to implement a right-turning lane at the intersection. Mr. Topham expressed that the intersection improvement projects should be the forefront of priority and gain the necessary support to implement the changes effectively. Wendy Hudson emphasized the need to build more support for the various intersections across the island. Ms. Hudson suggested using the media to make safety arguments and involving the community to build support for these infrastructure changes. Chair Longacre expressed

appreciation to Mr. Jelleme for his role in raising awareness about the need to improve this intersection to the public. Chair Longacre expressed concern about safety specifically to the design of the intersection that may impact the safety of pedestrians and people at the bus stop. Chair Longace suggested relocating the bus stop. Chair Longacre opened the floor to the public. Hillary Rayport stated that she likes the idea of raising awareness and educating the public about the roundabouts. Ms. Rayport suggested inviting experts from the Federal Highway Transportation Department to help with the roundabouts traffic solutions.

3. FY 2024 Long Range Transportation Plan, close 21-day public review period

In the fifth and final meetings for the development of the Long-Range Transportation Plan, Michael Burns stated that this meeting is to review changes based on comments as well as close the review period and approve the Long-Range Transportation Plan. There were 16 public comments with most of them expressing support for the plan's policies.

The airport suggested removing priority for "limit non compatible land uses along airport runways and noise contours", which the issue had been addressed. The airport also suggested changing the "affordability" priority to 'fares to travel" and have affordable travel for Nantucket residents. Mr. Burns reviewed edits to the draft with the Commissioners to finalize the Long-Range Transportation Plan. Chair Longace opened the floor to the public. Hillary Rayport raised several concerns such as: why there wasn't public information session for the plan, the parking garage downtown project, and the need for more roundabouts to improve traffic flow. Mr. Lowell briefly reflected on the history of roundabouts, particularly at the Atlantic Avenue four corners intersection. Mr. Lowell expressed the lengthy process of implementing roundabouts needs to be recognized. Mr. Burns concludes by requesting that the commission first close the public review period and then approve the 2024 long-range Transportation plan.

Motion/Vote: Mr. Lowell moved to close the public review period. The motion was duly seconded by Mr. Topham and the motion passed unanimously.

Vote taken by Roll Call:
Wendy Hudson *Aye*
Dave Iverson *Aye*
Nat Lowell *Aye*
Joseph Topham *Aye*
John Trudel *Aye*
Chair Mary Longacre *Aye*

Motion/Vote: Mr. Iverson made a motion to approve the 2024 Long-Range Transportation Plan. The motion was duly seconded by Mr. Topham and the motion passed unanimously.

Vote taken by Roll Call:
Wendy Hudson *Aye*
Dave Iverson *Aye*
Nat Lowell *Aye*
Joseph Topham *Aye*
John Trudel *Aye*
Chair Mary Longacre *Aye*

4. Safe Streets and Roads for All Agreement with the Federal Highway Administration

Mr. Burns briefly discussed a grant that was awarded to Nantucket, Martha's Vineyard, and Franklin County for the development of Safety Action plans. The next step in the process is to execute an agreement with the Federal Highway Administration to use the funding by September 30th, 2025. The request is to authorize the chair to sign the agreement and with the Federal Highway Administration for the Rural Massachusetts Transportation Planning Organizations Joint SS4A application.

Motion/Vote: Mr. Trudel moved to authorize the chair to sign the agreement and with the Federal Highway Administration for the Rural Massachusetts Transportation Planning Organizations Joint SS4A application. The motion was duly seconded by Mr. Lowell and the motion was passed unanimously.

Vote taken by Roll Call:
Wendy Hudson *Aye*
Dave Iverson *Aye*
Nat Lowell *Aye*
Joseph Topham *Aye*

John Trudel *Aye*
Chair Mary Longacre *Aye*

5. MOU between NP&EDC, Martha's Vineyard Commission, and Franklin Region Council of Governments, staff roles and responsibilities related to the Safe Streets and Roads for All Grant

Discussion: Michael Burns discussed a memorandum which has been drafted to outline the roles and responsibilities of the three rural regions notably Franklin County Regional Council governments will oversee procurement which is scheduled to begin in October once a consultant is selected. Nantucket will oversee grant administration. Mr. Burns stated that there will be no monetary value to this agreement but rather to ensure that there's coordination among the regions to develop each of their own action plans as described. Mr. Burns requested that the Nantucket Planning and Economic Development Commission authorize the Director of Planning to sign and execute the Memorandum of Understanding between the three regions to collaborate to develop Safety Action Plans. Chair Longacre questioned Mr. Burns, who will handle the grant administration, if he will be responsible. Mr. Burns stated that it would be his job to ensure coordination and work with the Finance Department and Federal Highway to make sure the consultant invoicing is processed.

Motion/Vote: Ms. Hudson moved to authorize the Director of Planning to sign and execute the Memorandum of Understanding by the Nantucket, Martha's Vineyard, and Franklin County regions to collaborate to develop Safety Action Plans. The motion was duly seconded by Mr. Lowell and the motion was passed unanimously.

Vote taken by Roll Call:
Wendy Hudson *Aye*
Dave Iverson *Aye*
Nat Lowell *Aye*

Joseph Topham *Aye*
John Trudel *Aye*
Chair Mary Longacre *Aye*

E. Transportation Program Manager (T. Michael Burns) PAF Endorsement

Leslie Snell made a recommendation to endorse the four percent raise for Mike Burns, the Transportation Program Manager, effective July 1st. Mrs. Snell highlights Mr. Burns' responsibilities and that this raise would bring his hourly rate more in line with his current work hours, from 35 to 40 hours per week.

Motion/Vote: Mr. Trudel made a motion to endorse the four percent raise. The motion was duly seconded by Mr. Iverson and the motion was passed unanimously.

Vote taken by Roll Call:

Wendy Hudson *Aye*
Dave Iverson *Aye*
Nat Lowell *Aye*
Joseph Topham *Aye*
John Trudel *Aye*
Chair Mary Longacre *Aye*

F. Ongoing Discussion – Enabling Legislation.

1. Vision Mission Objectives

Chair Longacre stated that she remembered that the Commissioners presented the objectives at the last meeting and the Commissioners were given the opportunity to provide feedback.

Wendy Hudson suggested that another bullet point could be added to the item Celebration and Appreciation acknowledging the historic character of the island. Ms. Hudson stated that she sits on the Executive Board of the Nantucket Historical Association for the public's benefit and wanted that out for consideration. Chair Longacre asked what verbiage Ms. Hudson would like to add. Mr. Trudel suggested adding the phrase "recognize and appreciate the historical significance" under the "Historic" category to acknowledge the importance of Nantucket's history. Mr. Trudel agreed with Ms. Hudson's point of view. Chair Longacre suggested continuing this to refine the wording and that Ms. Hudson and Mr. Trudel collaborate in the meantime for the next discussion. Mr. Lowell brings up the importance of highlighting Nantucket's relationship with Barnstable in the regional coordination section, emphasizing that this relationship has significant impacts on the island and should be acknowledged at a later meeting. Ms. Hudson suggests adding under Economic Development another bullet point "promoting independent businesses". Chair Longacre stated that this discussion will continue in September and to send feedback to Meg Trudel. The plan is to bring back the revised version for discussion and potential approval at the next meeting.

G. Discussion of August 10, 2023, editorial in the Inquirer and Mirror

Chair Longacre discussed a recent editorial in the Inquirer and Mirror about how the NP& EDC should respond to public opinions. Chair Longacre indicated that this is a sensitive topic due to the nature of the editorial and would like to avoid delving into personnel matters in this forum. Chair Longacre emphasized the importance of respecting individual employees of the Town and the responsibilities of the employer (NP&EDC). Chair Longacre also stated that members of the public are treated with respect as well and to keep these considerations in mind during the discussion process. Dave Iverson stated that the editorial may not necessarily warrant a response. Mr. Iverson questions how and whether to respond between personal attacks and policies. Wendy Hudson shares her thoughts, expressing gratitude for the public's input and highlighting a line in the editorial about showcasing the qualifications of NP&EDC staff. Chair Longacre interrupted reminding the Commissioners to avoid delving into personal matters. She suggested that more open public engagement might serve the NP&EDC well. Mr. Lowell stated that there is misinformation and the need for more communication with the public. Mr. Lowell emphasized the need to clarify facts. Mr. Topham expresses his wish for more transparency in public criticism and mentions that it's challenging to respond effectively when the source is unclear. Mr. Trudel stated that he believes that sometimes no response is the strongest response and that the Commissioners should not feel compelled to respond to every critique. Mr. Trudel emphasized that the Commissioners need to be confident in their decisions and not be apologetic about their actions. Mr. Trudel emphasized that there will always be criticism in the past, present and in the future and needs to take as a grain of salt and that the NP&EDC members dedicate their time to represent the island and do so with good intentions. Ultimately, the discussion leans toward not responding to the editorial unless there is a specific reason or issue that needs addressing. The consensus is that the NP&EDC has acted in good faith and should stand by its convictions and decisions. The chair expresses appreciation for the discussion and asks if everyone is ready to close the discussion, to which there seems to be agreement among the Commissioners.

H. Other Committee updates/reports

1. Land Bank and Select Board Joint Meeting

There is a discussion about a joint meeting between the Land Bank and the Select Board regarding the Washington Street Corridor. Chair Longacre attended the meeting and was pleased to see enthusiastic collaboration between these two bodies in finding solutions for the corridor, especially in the context of rising sea levels and storm surge threats. Chair Longacre questioned whether there are opportunities for federal and state funding that the NP&EDC can access to contribute to the development of solutions for the Washington Street Corridor. Mike Burns, in response, mentioned the "protect Grant," a federal grant program specifically aimed at resiliency projects. Mr. Burns stated that the deadline for the first round of funding has passed, the NP&EDC intends to apply for the next round, which has an annual appropriation of funds. The
goal is to develop an application and submit it for the following summer. Mr. Burns also noted that other projects would be considered for this grant funding in subsequent years. Commissioners express their support and enthusiasm for the positive meeting and collaboration between the Land Bank and the Select Board regarding the Washington Street Corridor. They see it as a significant step toward addressing resiliency challenges in the area. There is a shared understanding that such projects take time but are essential for the future of the island. Mr. Topham expressed his support for the collaborative efforts and saw it as a great first step toward addressing long-standing issues in the area.

VII. Other Business

A. Draft Meeting Schedule thru 2024

Chair Longacre discusses the draft meeting schedule for 2024. Chair Longacre stated that she met with staff and neither the third nor fourth Monday of each month will work consistently due to holiday schedules. Chair Longacre requested feedback from the Commissioners on the proposed calendar. Wendy Hudson asked about the possibility of having hybrid meetings, allowing for both in-person and Zoom participation. Chair Longacre agrees to discuss the hybrid meeting format in September and notes that there are some concerns to address.

Motion/Vote: Mr. Iverson made a motion to accept the proposed calendar as presented. The motion was duly seconded by Mr. Lowell and the motion was passed unanimously.

Vote taken by Roll Call:
Wendy Hudson *Aye*
Dave Iverson *Aye*
Nat Lowell *Aye*
Joseph Topham *Aye*
John Trudel *Aye*
Chair Mary Longacre *Aye*

B. Next Meeting Monday, September 18, 2023, at 5pm, via Zoom

C. Chair Longacre stated that the NP&EDC will be inviting the current Area Plan Groups, (Madaket and Town Area Plan groups) to update the Commissioners on their progress. Chair Longacre stated that she has informed the Town Area Plan group earlier this week about the invitation. Leslie Snell stated that she reached out to the Madaket Area plan, and they will be meeting with her sometime this week.

VIII. Adjournment

Mr. Iverson made a motion to adjourn the meeting and the motion was duly seconded by Mr. Lowell and the motion was carried unanimously.

Vote taken by Roll Call:
Wendy Hudson *Aye*
Dave Iverson *Aye*
Nat Lowell *Aye*
Joseph Topham *Aye*
John Trudel *Aye*
Chair Mary Longacre *Aye*

Submitted by Nickesha Sheriff