

Town and County of Nantucket Select Board • County Commissioners

Dawn E. Hill Holdgate, Chair
Jason Bridges
Matt Fee
Kristie L. Ferrantella
Melissa Murphy



16 Broad Street
Nantucket, Massachusetts 02554

Telephone (508) 228-7255
Facsimile (508) 228-7272
www.nantucket-ma.gov

C. Elizabeth Gibson
Town & County Manager

***AGENDA FOR THE MEETING OF THE
SELECT BOARD
MAY 5, 2021 - 5:00 PM
REMOTE PARTICIPATION VIA ZOOM WEBINAR
PURSUANT TO GOVERNOR BAKER'S MARCH 12, 2020
ORDER REGARDING OPEN MEETING LAW
NANTUCKET, MASSACHUSETTS
AMENDED APRIL 30, 2021***

YOU TUBE LINK:

<https://youtu.be/ro73UbZI3Cs>

ZOOM WEBINAR REGISTRATION LINK TO VIRTUALLY ATTEND MEETING:

https://us06web.zoom.us/webinar/register/WN_HJumvaVTQtSNKVd-os_qog

I. CALL TO ORDER

II. SELECT BOARD ACCEPTANCE OF AGENDA

III. ANNOUNCEMENTS

1. The Select Board Meeting is Being Audio/Video Recorded.
2. 2021 Committee/Board/Commission Vacancies.
3. June 5, 2021 Annual Town Meeting General Information (Set-up, Procedures)
Public Session to be Held via Zoom on Tuesday, May 18, 2021 at 5:00 PM. Join
Zoom Meeting at
<https://us06web.zoom.us/j/81873338343?pwd=TDZtUHpkAVE2a1pXZTZrc3FmTlZkdz09>
Meeting ID: 818 7333 8343; Passcode: 352927.
4. Surfside Road Sewer Improvements Project on Surfside Road between
Miacomet Avenue and Vesper Lane Ongoing through Friday, June 25, 2021 -
Road Blockings and Detours:
- 4:00 PM to 2:00 AM, Sundays through Thursdays
- 9:00 AM to 2:00 PM, Fridays
First Phase is Surfside Road between Miacomet Avenue and Bartlett Road.
<https://www.nantucket-ma.gov/2106/Surfside-Road-Sewer>

5. 2021 Annual Town Meeting: Recognition of Finance Committee.

IV. COVID-19 WEEKLY UPDATE

1. Public Comment.
2. Report from Human Services Director.
3. Report from Economic Task Force.
4. Other Reports/Comments/Updates.

V. PUBLIC COMMENT* FOR ITEMS NOT RELATED TO COVID-19 OR OTHER AGENDA ITEMS

VI. NEW BUSINESS*

VII. APPROVAL OF MINUTES, WARRANTS AND PENDING CONTRACTS

1. Approval of Minutes of April 13, 2021 at 4:00 PM; April 28, 2021 at 5:00 PM.
2. Approval of Payroll Warrants for May 2, 2021.
3. Approval of Treasury Warrants for May 5, 2021.
4. Approval of Pending Contracts for May 5, 2021 - as Set Forth on the Spreadsheet Identified as Exhibit 1, Which Exhibit is Incorporated Herein by Reference.

VIII. CONSENT ITEMS

1. Gift Acceptances: Natural Resources Department; Human Services (Saltmarsh Senior Center).

IX. CITIZEN/DEPARTMENTAL REQUESTS

1. Police Department: Recommended Amendments to Town of Nantucket Parking/Enforcement Plan.
2. Finance Department:
 - a) Request for Approval to Increase FY 2021 Airport Aviation Fuel Revolving Fund Spending Limit.
 - b) Request for Approval to Increase FY 2021 Municipal Aggregation Operational Adder Revolving Fund Spending Limit.
3. Historic District Commission: Update on the Resilient Nantucket Design Guidelines through a Municipal Vulnerability Preparedness Action Grant.

X. TOWN MANAGER'S REPORT

1. FY 2021 Third Quarter Budget Reports: Our Island Home; General Fund; Wannacomet Water Enterprise Fund; Siasconset Water Enterprise Fund; Airport Enterprise Fund.

XI. SELECT BOARD'S REPORTS/COMMENT

1. Review/Approval of Comment Letter to Department of Housing and Community Development (DHCD) Regarding Habitat for Humanity Nantucket's Local Initiative Program Application for Benjamin Drive Three-Unit Housing Development within the Nantucket Housing Authority's Miacomet Village 40B Development.
2. Review/Adoption of Modified Committee Appointment Process (Continued from April 14, 2021).
3. Discussion Regarding Return to In-Person Select Board Meetings.
4. Committee Reports.

XII. ADJOURNMENT

****Identified on Agenda Protocol Sheet***

SELECT BOARD AGENDA PROTOCOL:

Roberts Rules: The Select Board follows Roberts Rules of Order to govern its meetings as per the Town Code Charter.

Public Comment: Public Comment is to bring matters of public interest to the attention of the Board. The Board welcomes concise statements on matters that are within the purview of the Select Board. At the Board's discretion, matters raised under Public Comment may be directed to Town Administration or may be placed on a future agenda, allowing all viewpoints to be represented before the Board takes action, if any. Except in emergencies, the Board will not normally take any other action on Public Comment in its sole discretion.

To facilitate that any individual who wishes to provide Public Comment has the opportunity and to ensure the ability of the Board to conduct its business in an orderly fashion, the following rules and procedures are adopted consistent with state and federal free speech laws:

- The agenda for regular Select Board meetings will include a Public Comment period at the beginning of the meeting unless there is more urgent business for the Board to take up first. This time is reserved for speakers to address the Board on matters that are not related to any other Agenda item. If a speaker wishes to address the Board on a matter that is related to another Agenda item, the Chair will accept public comment when that Agenda item is reached during the meeting.
- All speakers are encouraged to present their remarks in a respectful manner.
- All remarks will be addressed through the Chair of the meeting.
- The Chair of the meeting may not interrupt speakers who have been recognized to speak, except that the Chair reserves the right to terminate speech which is not constitutionally protected because it constitutes true threats, incitement to imminent lawless conduct, comments that were found by a court of law to be defamatory, and/or sexually explicit comments made to appeal to prurient interests. Verbal comments may also be curtailed if they exceed three (3) minutes and to the extent they exceed the scope of the Board's authority.

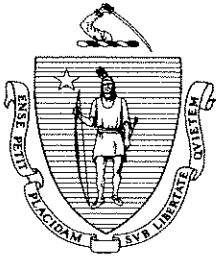
Disclaimer: Public Comment is not a time for debate or response to comments by the Board. Comments made during the Public Comment period do not reflect the views or positions of the Board. Because of constitutional free speech principles, the Board does not have authority to prevent all speech that may be upsetting and/or offensive made during the Public Comment period.

New Business: For topics not reasonably anticipated by the Chair 48 hours in advance of the meeting may be brought up for discussion in accordance with the Open Meeting Law.

Public Participation: The Board welcomes valuable input from the public at appropriate times during the meeting with recognition from the Chair at his/her sole discretion. For appropriate agenda items, the Chair will introduce the item and take public input. Individual Board Members may have questions on the clarity of the information presented. The Board will hear any staff input and then deliberate on a course of action.

Select Board Report and Comment: Individual Board Members may have matters to bring to the attention of the Board during a meeting. If the matter contemplates action by the Board, Board Members will consult with the Chair and/or Town Manager in advance and provide any needed information by the Thursday before the meeting and/or schedule the matter for a future Board meeting. Otherwise, except in emergencies, the Board will not normally take action on Select Board Comment.

Approved on February 17, 2021



OFFICE OF THE GOVERNOR
COMMONWEALTH OF MASSACHUSETTS
STATE HOUSE • BOSTON, MA 02133
(617) 725-4000

CHARLES D. BAKER
GOVERNOR

KARYN E. POLITO
LIEUTENANT GOVERNOR

**ORDER SUSPENDING CERTAIN PROVISIONS
OF THE OPEN MEETING LAW, G. L. c. 30A, § 20**

WHEREAS, on March 10, 2020, I, Charles D. Baker, Governor of the Commonwealth of Massachusetts, acting pursuant to the powers provided by Chapter 639 of the Acts of 1950 and Section 2A of Chapter 17 of the General Laws, declared that there now exists in the Commonwealth of Massachusetts a state of emergency due to the outbreak of the 2019 novel Coronavirus (“COVID-19”); and

WHEREAS, many important functions of State and Local Government are executed by “public bodies,” as that term is defined in G. L. c. 30A, § 18, in meetings that are open to the public, consistent with the requirements of law and sound public policy and in order to ensure active public engagement with, contribution to, and oversight of the functions of government; and

WHEREAS, both the Federal Centers for Disease Control and Prevention (“CDC”) and the Massachusetts Department of Public Health (“DPH”) have advised residents to take extra measures to put distance between themselves and other people to further reduce the risk of being exposed to COVID-19. Additionally, the CDC and DPH have advised high-risk individuals, including people over the age of 60, anyone with underlying health conditions or a weakened immune system, and pregnant women, to avoid large gatherings.

WHEREAS, sections 7, 8, and 8A of Chapter 639 of the Acts of 1950 authorize the Governor, during the effective period of a declared emergency, to exercise authority over public assemblages as necessary to protect the health and safety of persons; and

WHEREAS, low-cost telephone, social media, and other internet-based technologies are currently available that will permit the convening of a public body through virtual means and allow real-time public access to the activities of the public body; and

WHEREAS section 20 of chapter 30A and implementing regulations issued by the Attorney General currently authorize remote participation by members of a public body, subject to certain limitations;

NOW THEREFORE, I hereby order the following:

(1) A public body, as defined in section 18 of chapter 30A of the General Laws, is hereby relieved from the requirement of section 20 of chapter 30A that it conduct its meetings in a public place that is open and physically accessible to the public, provided that the public body makes provision to ensure public access to the deliberations of the public body for interested members of the public through adequate, alternative means.

Adequate, alternative means of public access shall mean measures that provide transparency and permit timely and effective public access to the deliberations of the public body. Such means may include, without limitation, providing public access through telephone, internet, or satellite enabled audio or video conferencing or any other technology that enables the public to clearly follow the proceedings of the public body while those activities are occurring. Where allowance for active, real-time participation by members of the public is a specific requirement of a general or special law or regulation, or a local ordinance or by-law, pursuant to which the proceeding is conducted, any alternative means of public access must provide for such participation.

A municipal public body that for reasons of economic hardship and despite best efforts is unable to provide alternative means of public access that will enable the public to follow the proceedings of the municipal public body as those activities are occurring in real time may instead post on its municipal website a full and complete transcript, recording, or other comprehensive record of the proceedings as soon as practicable upon conclusion of the proceedings. This paragraph shall not apply to proceedings that are conducted pursuant to a general or special law or regulation, or a local ordinance or by-law, that requires allowance for active participation by members of the public.

A public body must offer its selected alternative means of access to its proceedings without subscription, toll, or similar charge to the public.

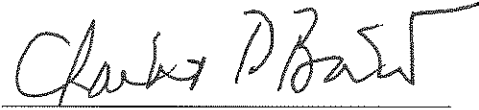
(2) Public bodies are hereby authorized to allow remote participation by all members in any meeting of the public body. The requirement that a quorum of the body and the chair be physically present at a specified meeting location, as provided in G. L. c. 30A, § 20(d) and in 940 CMR 29.10(4)(b), is hereby suspended.

(3) A public body that elects to conduct its proceedings under the relief provided in sections (1) or (2) above shall ensure that any party entitled or required to appear before it shall be able to do so through remote means, as if the party were a member of the public body and participating remotely as provided in section (2).

(4) All other provisions of sections 18 to 25 of chapter 30A and the Attorney General's implementing regulations shall otherwise remain unchanged and fully applicable to the activities of public bodies.

This Order is effective immediately and shall remain in effect until rescinded or until the State of Emergency is terminated, whichever happens first.

Given in Boston at 8:40 PM this 12th day of
March, two thousand and twenty.

A handwritten signature in dark ink, appearing to read "Charles D. Baker". The signature is written in a cursive style with a large, sweeping "C" and a distinct "B".

CHARLES D. BAKER
GOVERNOR
Commonwealth of Massachusetts

**Select Board
Committee Appointments 2021 Timeline
As of 5/4/2021**

April 14 – Select Board review list of openings.

April 20 – Notify members of committees whose terms are expiring.

April 22 and 29; May 6 and 13 – Advertise committee openings in newspaper and on Town's website; put on Select Board agenda as announcement starting mid-April.

May 21 – Deadline for submitting applications for committee openings that will be reviewed on June 2 to Town Administration office. This includes applications for:

- Agricultural Commission;
- Airport Commission;
- Board of Health;
- Capital Program Committee;
- Cemetery Commission;
- Conservation Commission;
- Contract Review Committee, Human Services;
- Council for Human Services;
- Council on Aging;
- Cultural Council;
- Finance Committee.

May 26 – The names of applicants who have submitted applications will be read aloud and applications will be included in the Board's packet.

June 2 – Meeting for above listed committee applicants to introduce themselves and review their applications.

May 28 – Deadline for submitting applications for committee openings that will be heard June 9 to Town Administration office. This includes applications for:

- Historic District Commission Associate;
- Nantucket Affordable Housing Trust;
- Nantucket Historical Commission;
- Nantucket Historical Commission Alternate;
- Planning Board Alternate;
- Real Estate Assessment Committee;
- Roads and Right-of-Way Committee;
- Scholarship Committee;
- Steamship Authority Port Council Member;
- Tree Advisory Committee;
- Zoning Board of Appeals; and
- Zoning Board of Appeals Alternate.

June 2 – The names of applicants who have submitted applications will be read aloud and applications will be included in the Board's packet.

June 9 – Meeting for above listed committee applicants to introduce themselves and review their applications.

June 23 – Committee appointments.

2021 Committee Openings Information
As of 5/4/2021

Committee	# seats open	Term Expiration	Notes
Agricultural Commission	2	2022	vacant
Agricultural Commission	2	2023	vacant
Agricultural Commission	1	2024	vacant
Airport Commission	2	2024	
Board of Health	1	2024	
Capital Program Committee	1	2024	
Cemetery Commission	2	2024	
Coastal Resiliency Advisory Committee	1	2022	vacant
Conservation Commission	2	2024	
Contract Review Committee, Human Services	1	2024	
Council for Human Services	1	2022	*only if A. 72/2021 ATM is approved to increase to 9 members
Council for Human Services	1	2023	*only if A. 72/2021 ATM is approved to increase to 9 members
Council for Human Services	2	2024	
Council on Aging	1	2023	vacant
Council on Aging	3	2024	
Cultural Council	1	2022	vacant
Cultural Council	2	2024	1 vacant
Finance Committee	3	2024	
Historic District Commission Associate	1	2024	
Nantucket Affordable Housing Trust	1	2023	2-year term; at-large
Nantucket Historical Commission	3	2024	
Nantucket Historical Commission Alternate	1	2024	
Planning Board Alternate	1	2024	
Real Estate Assessment Committee	2	2024	
Roads and Right of Way Committee	3	2024	
Scholarship Committee	1	2022	vacant
Scholarship Committee	3	2024	
Steamship Authority Port Council Member	1	2023	2-year term
Tree Advisory Committee	1	2024	
Zoning Board of Appeals	1	2026	5-year term
Zoning Board of Appeals Alternate	1	2024	3-year term

Surfside Road Area Sewer System Improvements Project

NOTICE OF CONSTRUCTION

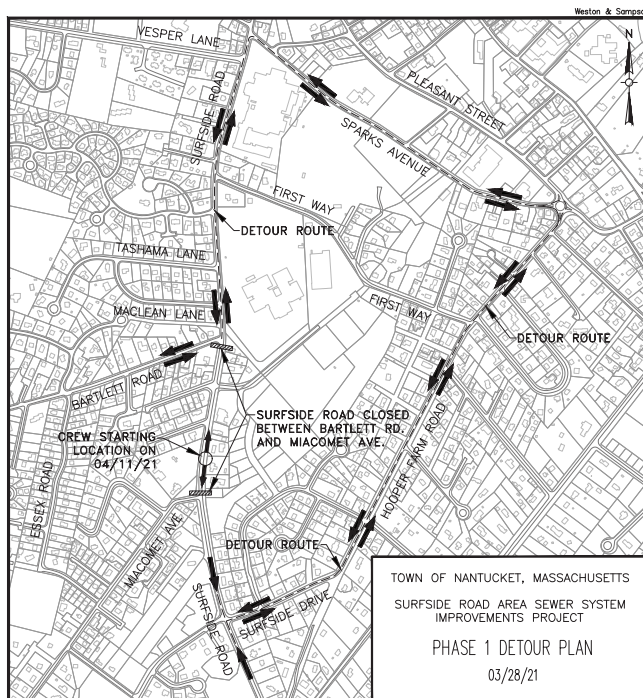
Construction of the Surfside Road Area Sewer System Improvements Project is scheduled to commence on Sunday, April 11, 2021. The scope of work includes the replacement of the Surfside Road Pump Station and the installation of approximately 3,800 linear feet of gravity sewers tributary to the new Surfside Road Pump Station. The installation of gravity sewers includes Surfside Road from Miacomet Avenue to Vesper Lane and Bartlett Road from Surfside Road to approximately 250 feet west of the Surfside Road intersection.

Construction will commence on the evening of Sunday, April 11, 2021 on Surfside Road between Miacomet Ave. and Windy Way. Considering the depth of excavation in some areas and the significant vehicular and pedestrian traffic volume along Surfside Road, particularly during school drop off and pick up hours, the Nantucket Select Board has granted a waiver of the Town Noise Bylaw to allow work in the evening hours (4pm-2am) until June 25, 2021 to complete the gravity sewer installations within the roadways.

Full road closures will be in effect during construction activities to maintain the greatest level of safety for the construction crew and public. Police detail officers and a resident engineer from Weston & Sampson will be on site throughout to assist abutters with access to and from their properties and manage the detour route around the work zone. Trench paving activities are scheduled for Fridays between 9am-2pm, which will require one

lane closures with alternating traffic. All traffic is advised to seek alternate routes to mitigate traffic delays through the project corridor. The figure above depicts the approved detour route and Surfside Road closure locations planned for Phase 1 of the roadway work, which includes all pipeline installations between Miacomet Ave. and Bartlett Road. The Nantucket Sewer Department can be reached at (508) 228-7200 x7800 with any questions.

Residents are encouraged to visit the project webpage on the Town's website at <https://www.nantucket-ma.gov/SurfsideRoadSewer> for weekly updates on the progress of construction and the proposed schedule.



**TOWN OF NANTUCKET, MASSACHUSETTS
SURFSIDE ROAD AREA SEWER SYSTEM IMPROVEMENTS PROJECT**

CONSTRUCTION SCHEDULE – WEEKLY UPDATE

Date Submitted: April 30, 2021

Weekly Construction Hours:

Sunday-Thursday evenings: 4pm-2am

Fridays: 9am-2pm (trench paving)

Current Road Closures:

Sunday-Thursday evenings: Full road closure between Bartlett Rd. and Miacomet Ave.

Fridays: Single lane closure during trench paving activities

One Week Look Ahead (5/02 thru 5/07)

- Sunday thru Thursday:
 - Continue installation of gravity sewers, progressing north on Surfside Road from Windy Way towards Backus Lane
- Friday:
 - Trench paving

Two Week Look Ahead (5/09 thru 5/14)

- Sunday thru Thursday:
 - Continue installation of gravity sewers, progressing north on Surfside Road, crossing Backus Lane towards Bartlett Road
- Friday:
 - Trench paving

Three Week Look Ahead (5/16 thru 5/21)

- Sunday thru Thursday:
 - Continue installation of gravity sewers, progressing north on Surfside Road towards Bartlett Road
- Friday:
 - Trench paving

Please note that this is a projected schedule and will be adjusted accordingly based on Contractor's actual progress and potential weather cancellations.

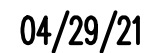


EXHIBIT 1
AGREEMENTS TO BE EXECUTED BY TOWN MANAGER
UNLESS RESOLUTION OF DISAPPROVAL BY SELECT BOARD
May 5, 2021

Type of Agreement/Description	Department	With	Amount	Other Information	Source of Funding	Term
Grant Award	Fire	US Dept. of Homeland Security - FEMA	(\$2,160.70)	Grant award for COVID-19 supplies	Federal Funding	May 5, 2021 - February 17, 2022
License Agreement	Select Board	Nantucket Dreamland Foundation	(\$500)*	License agreement for the Dreamland to use the Nobadeer Fields parking lot for drive-in movie theatre	n/a	May 5, 2021 - November 1, 2021
Professional Service Agreement	Sewer	Hazen and Sawyer	\$100,000	Renewal contract for general engineering services related to water, wastewater and storm drainage system infrastructure	Sewer Budget	May 5, 2021 - May 4, 2024
Purchase Agreement	Sewer	GEA Mechanical Equipment	\$338,090	Contract to purchase one (1) replacement centrifuge for Surfside Wastewater Treatment Facility	Article 18/2016 ATM	May 5, 2021 - December 31, 2021
Amendment to Professional Service Agreement	DPW	Fuss & O'Neill	Add \$22,410.32 to original contract amount of \$49,500 for new contract total of \$71,910.32	Amend current contract for engineering services for Bartlett/Raceway drainage improvements to include development of bid specifications and Natural Heritage & Endangered Species Program permit filing assistance	Article 18/2018 ATM	May 5, 2021 - June 30, 2021
Amendment to Purchase Agreement	DPW	Saltine Warrior	Add \$143.87 to original contract amount of \$109,560 for new contract total of \$109,703.87	Amend current contract for purchase of treated road salt to allow for an additional .20 tons	DPW Snow & Ice Budget	May 5, 2021 - November 17, 2021

*Note: this was the fee last year

CONSENT AGENDA ITEMS FOR 5/5/2021 SELECT BOARD MEETING

1. Gift Acceptances

Recommend the acceptance of the following gifts to Town agencies:

- Natural Resources Department:
 - o Gift of \$504 from Proud Pour Inc. for the Brant Point Shellfish Propagation Facility
- Human Services (Saltmarsh Senior Center):
 - o Gift of \$100 from Thomas and Kathleen Cahill for the Saltmarsh Senior Center

Recommended Motion: To accept all gifts for their designated purposes, with thanks to the donors.

Town Administration will ensure that letters of thanks are sent.

TOWN OF NANTUCKET NATURAL RESOURCES DEPARTMENT

2 BATHING BEACH ROAD
NANTUCKET, MA 02554

(508) 228-7230



Select Board-
16 Broad Street
Nantucket, MA 02554

4/14/2021

Dear Board Members,

On behalf of the Natural Resources Department we are requesting that the Select Board accept the following gift of \$504.00 from Proud Pour Inc. This donation will be put towards the Shellfish Hatchery.

We will attendance at the upcoming meeting of the Board to answer any questions that you have in regard to this gift and program. Thank you for your attention to this matter.

Sincerely,

Jeff Carlson,
Town of Nantucket
Natural Resources Director



MEMO

Date: April 23, 2021

TO: Dawn Hill Holdgate, Select Board Chair

CC: Jerico Mele, Director of Human Services

FROM: Laura Stewart, Saltmarsh Senior Center, Program Coordinator

RE: Request for acceptance of gift

I am writing to request acceptance of the following gift donation:

From Thomas & Kathleen Cahill: \$100.00 a gift for the Saltmarsh Center

Thank you,

Laura Stewart

from the desk of.....

Laura Stewart
Program Coordinator,
Senior Services
81 Washington Street
Nantucket, MA 02554
508-228-4490

phone: 508-228-4490
fax: 508-325-5366
e-mail: lstewart@nantucket-ma.gov

Town of Nantucket Police Department

William J. Pittman
Chief of Police

Charles Gibson
Deputy Chief of Police



4 Fairgrounds Road
Nantucket, Massachusetts
02554-2804

Telephone (508) 228-1212
Facsimile (508) 228-7246
www.nantucket-ma.gov/police

April 20, 2021

Ms. Libby Gibson, Town Manager
16 Broad Street
Nantucket, MA 02554

RE: Traffic Enforcement Plan for the Select Board

Dear Ms. Gibson,

Please find below a summary of the changes needed for the Town of Nantucket Parking/Enforcement Plan. The current edition was last amended by the Select Board on December 6, 2017. The changes needed are minor and made necessary due to service changes by the NRTA serving the 2FG Park and Ride Lot.

A summary of the changes is as follows:

Winter Enforcement Plan – Changes

- Add Section 1, A: Changes to NRTA schedule added. Separated into its own paragraph due to start and end times of the service being different than for other initiatives.
- Renumber old Section 1 as Section 2 and so on for the rest of the Sections.

Summer Enforcement Plan – Changes

- Section 1, C: Need to determine the enforcement time period for the Core District. Currently ends at 7:00 PM, there was some discussion last year about that going to 8:00 PM or later to facilitate turnover.
- Section 2, B: Need to adjust the NRTA dates for shuttle service to the 2FG lot.

With these changes, the 2FG parking lot will operate as a park and ride with the following restrictions:

- Overnight parking permitted for seven days (168 hours)
- Commercial Vehicles allowed
- Vehicles in excess of 12,000 lbs. gross weight prohibited
- Vehicles over 30' prohibited
- Trailers prohibited, either attached or unattached

Best Regards,

William J. Pittman
Chief of Police



Town of Nantucket Parking/Enforcement Plan

**Adopted October 22, 2014 by the
Board of Selectmen.**

Amended May 17, 2017 and Dec. 6, 2017

Winter Enforcement/Parking Plan:

1. Effective Period: Day after Labor Day to Friday before Memorial Day

- A. 2 Fairgrounds Road Commuter Parking Lot: Parking lot remains open to overnight parking for all vehicles [200.13.2]. Vehicles parked for more than seven days (168 hours) shall be considered abandoned [200.13.5]. Vehicles over 12,000 lbs. gross weight prohibited [200.13.4]. Trailers prohibited [200.8.4]. Vehicles over 30' prohibited except in designated spaces [200.13.6]. (NRTA Fast Ferry Shuttle makes last stop at 7:20 10:00 PM on Columbus Labor Day)

2. Effective Period: October 1st through May 31st

- A. Residential Parking District: No timed parking restrictions for all vehicles. Vehicles parked for more than 96 hours considered to be abandoned [200.4.26].
- B. Commercial Parking District: Enforcement of the ban on overnight parking of commercially registered vehicles, without a permit, in the commercial parking district continues year round [200.14.2].
- C. Core Parking District: No changes, timed parking enforcement continues on summer program until the Monday after Stroll Weekend.

3. Effective Period: Columbus Day to Thursday before Memorial Day

- A. 37 Washington St. Lot: Overnight parking of vehicles allowed. Commercially registered vehicles required to have either a Commercially Registered Vehicle Parking Permit [200.16.6] or a Commercially Registered Vehicle Town Lot Permit [200.16.8]. Vehicles over 12,000 lbs. gross weight prohibited [200.13.4]. Trailers Prohibited [200.8.4]. Vehicles over 30' prohibited [200.13.6].
- B. Town Pier Special Permit Parking Spaces: Open to the general public for parking [200.13.3]. No overnight parking allowed except by Special "Town Pier" Permit [200.13.2 & 200.13.3]. Vehicles over 12,000 lbs. gross weight prohibited [200.13.4]. Trailers Prohibited [200.8.4]. Vehicles over 30' prohibited [200.13.6].
- C. Silver Street Lot: Overnight parking of vehicles allowed. Overnight parking of Commercially Registered Vehicles allowed by permit only [200.13.2]. (Must have a valid Silver Street Parking Lot Parking Permit, Commercially Registered Vehicle Permit [200.16.6] or Commercial Vehicle Town Lot Permit [200.16.8] to qualify) (Seven Day, 168 hour rule in effect for all vehicles [200.14.1]). Vehicles over 12,000 lbs. gross weight prohibited [200.13.4]. Trailers prohibited [200.8.4]. Vehicles over 30' prohibited [200.13.6].

- D. Washington Street Extension: Overnight parking of Commercially Registered Vehicles allowed by permit [200.13.2]. (Must have a Commercially Registered Vehicle Permit to qualify) (Seven Day, 168 hour rule in effect in off-street parking spaces [200.13.5], 96 hour rule in effect on the roadway [200.4.26]). Vehicles over 12,000 lbs. gross weight prohibited [200.13.4]. Vehicles over 30' prohibited [200.13.6].

3 4. Effective Period: Monday after Stroll Weekend to the Thursday before Daffodil Weekend [Amended by BOS May 17, 2017]

- A. Taxi Zones to be turned into 2 hour parking spaces:
- Candle Street from Main Street to Salem Street

4 5. Effective Period: Monday after Stroll Weekend to the Friday before Memorial Day [Amended by BOS Dec. 6, 2017]

- A. Core Parking District: Timed Parking Enforcement from 8:00 AM to 4:00 PM. All 1 hour parking zones except on Main Street between Center Street and Water Street become 2 hour parking zones. No changes to 15, 20 or 30 minute parking zones. (Note: Residential Parking Permits not valid after September 30th for parking in the 2 hours zones or for parking in the Core District.)
- B. Loading zones to be converted into 2 hour parking spaces:
- Oak St. between South Water St. and South Beach St. Extension
 - Main St. between North Union and South Water St.
 - Candle St. between Salem St. and Main St.

Summer Enforcement/Parking Program:

1. Effective Period: June 1st to September 30th
 - A. Residential Parking District: Timed parking enforcement from 8:00 AM to 7:00 PM. Vehicles displaying a valid Residential Parking Permit exempt from the 2 hour parking restrictions in the Residential Parking District. Vehicles parked for more than 96 hours considered to be abandoned.
 - B. Commercial Parking District: Commercially Registered Vehicles must have a Commercially Registered Vehicle Permit if parked between 2:00 AM and 4 AM on a public way. Vehicles parked for more than 96 hours considered to be abandoned.
 - C. Core Parking District: Timed Parking Enforcement from 8:00 AM to 7:00 PM. Residential Parking Permits not valid for parking in the Core District.
2. Effective Period: Thursday before Memorial Day thru Columbus Day
 - A. Town Parking Lots: Overnight parking prohibited in the parking lot at 37 Washington Street. Overnight parking prohibited in the Silver Street parking lot except for vehicles displaying a valid Silver St. parking lot parking permit [200.13.2]. Vehicles parked for more than seven days (168 hours) shall be considered abandoned [200.13.5]. No vehicles in excess of 12,000 lbs. gross weigh allowed [200.13.4]. Vehicles over 30' prohibited [200.13.6].
 - B. 2 Fairgrounds Road Commuter Parking Lot: Parking lot open to general and overnight parking. Vehicles parked for more than seven days (168 hours) shall be considered abandoned [200.13.5]. Vehicles in excess of 12,000 lbs. gross weight prohibited [200.13.4]. Vehicles over 30' prohibited except in designated spaces [200.13.6]. (NRTA Fast Ferry Shuttle provides service from the Thursday Friday before Memorial Day thru Columbus Labor Day)
 - C. Town Pier Special Permit Parking Spaces: Parking by special permit only [200.13.3]. Open to the general public for parking from 8:00 PM to 2:00 AM. Only vehicles displaying a valid Town Pier Special Permit allowed to park overnight. Vehicles parked for more than seven days (168 hours) shall be considered abandoned [200.13.5]. Vehicle in excess of 12,000 lbs. gross weight prohibited [200.13.4]. Parking of trailers prohibited [200.8.4]. Vehicles over 30' prohibited [200.13.6].
 - D. Washington Street Extension: Overnight parking prohibited [200.13.2]. Overnight parking of Commercially Registered Vehicles allowed by permit only [200.13.2]. (Must have a Commercially Registered Vehicle Permit to qualify)

(Seven Day, 168 hour rule in effect in off-street parking spaces [200.13.5], 96 hour rule in effect on the roadway [200.4.26])

3. Effective Thursday before Daffodil Weekend to the Monday after Stroll Weekend [Amended by BOS May 17, 2017]
 - A. All loading zones and taxi zones restored to restricted status.



Agenda Item Summary

Agenda Item #	IX. 2a.
Date	5/5/2021

Staff

Brian E. Turbitt, Finance Director

Subject

Increase FY21 Airport Aviation Fuel Revolver Cap

Executive Summary

The Nantucket Memorial Airport has requested that the FY21 Fuel Revolver cap be increased from the previously increased limit of \$3,500,000 to a new limit of \$4,000,000. Under MGL Chapter 44 Section 53E ½ the cap on a revolving fund can be increased anytime during the fiscal year, with a vote of approval by the Finance Committee and the Select Board.

Staff Recommendation

Recommend Approval

Background/Discussion

N/A

Impact: Environmental ☐ Fiscal ☐ Community ☐ Other ☐

N/A

Board/Commission Recommendation

The Finance Committee has already reviewed/approved.

Public Outreach

N/A

Connection to Existing Applicable Plan (i.e. Strategic Plan, Master Plan, etc.)

N/A

Attachments

N/A





Agenda Item Summary

Agenda Item #	IX. 2b.
Date	5/5/2021

Staff

Brian E. Turbitt, Finance Director

Subject

Increase FY21 Municipal Aggregation Operational Adder Cap

Executive Summary

The Energy Coordinator has requested that the FY21 Municipal Aggregation Operational Adder be increased from the amount authorized for FY21 of \$100,000 to a new limit of \$150,000. Under MGL Chapter 44 Section 53E ½ the cap on a revolving fund can be increased anytime during the fiscal year, with a vote of approval by the Finance Committee and the Select Board.

Staff Recommendation

Recommend Approval

Background/Discussion

N/A

Impact: Environmental ☐ Fiscal ☐ Community ☐ Other ☐

N/A

Board/Commission Recommendation

The Finance Committee has already reviewed/approved.

Public Outreach

N/A

Connection to Existing Applicable Plan (i.e. Strategic Plan, Master Plan, etc.)

N/A

Attachments

N/A





Agenda Item Summary

Agenda Item #	IX. 3.
Date	5/5/2021

Staff

Holly E. Backus, Preservation Planner/Local CLG Coordinator/Local HMP Coordinator

Subject

Historic District Commission: Update on the Resilient Nantucket Design Guidelines through an MVP Action Grant

Executive Summary

The Town of Nantucket received an Municipal Vulnerability Preparedness (MVP) Action Grant from the Massachusetts Executive Office of Energy and Environmental Affairs in July 2019. Creating Historic Preservation Guidelines “to preserve historic streetscapes while mitigating hazards” that “provide information specific to the different and unique types of historic resources found on Nantucket, as well as the different and unique hazard threats in different areas of the island” was Priority #4 out of the MVP Report (April 2019) to improve Resilience. The Action Grant also covers two Hazard Mitigation Strategies identified in the 2019 update. The draft Design Guidelines before the Historic District Commission outlines various approaches to meeting flood requirements while also striving for consistency with the HDC’s current design guidelines “Building with Nantucket in Mind.”

Staff Recommendation: N/A

Background/Discussion

A copy of the draft design guidelines are available for review on the Town’s website: <https://nantucket-ma.gov/1634/Resilient-Nantucket-2020-MVP-Grant>. The Final Toolkit will also be available on the website soon.

Impact: Environmental ☒ Fiscal ☒ Community ☒ Other ☐

Board/Commission Recommendation

The HDC has yet to vote on the draft, as it is currently under review.

Public Outreach

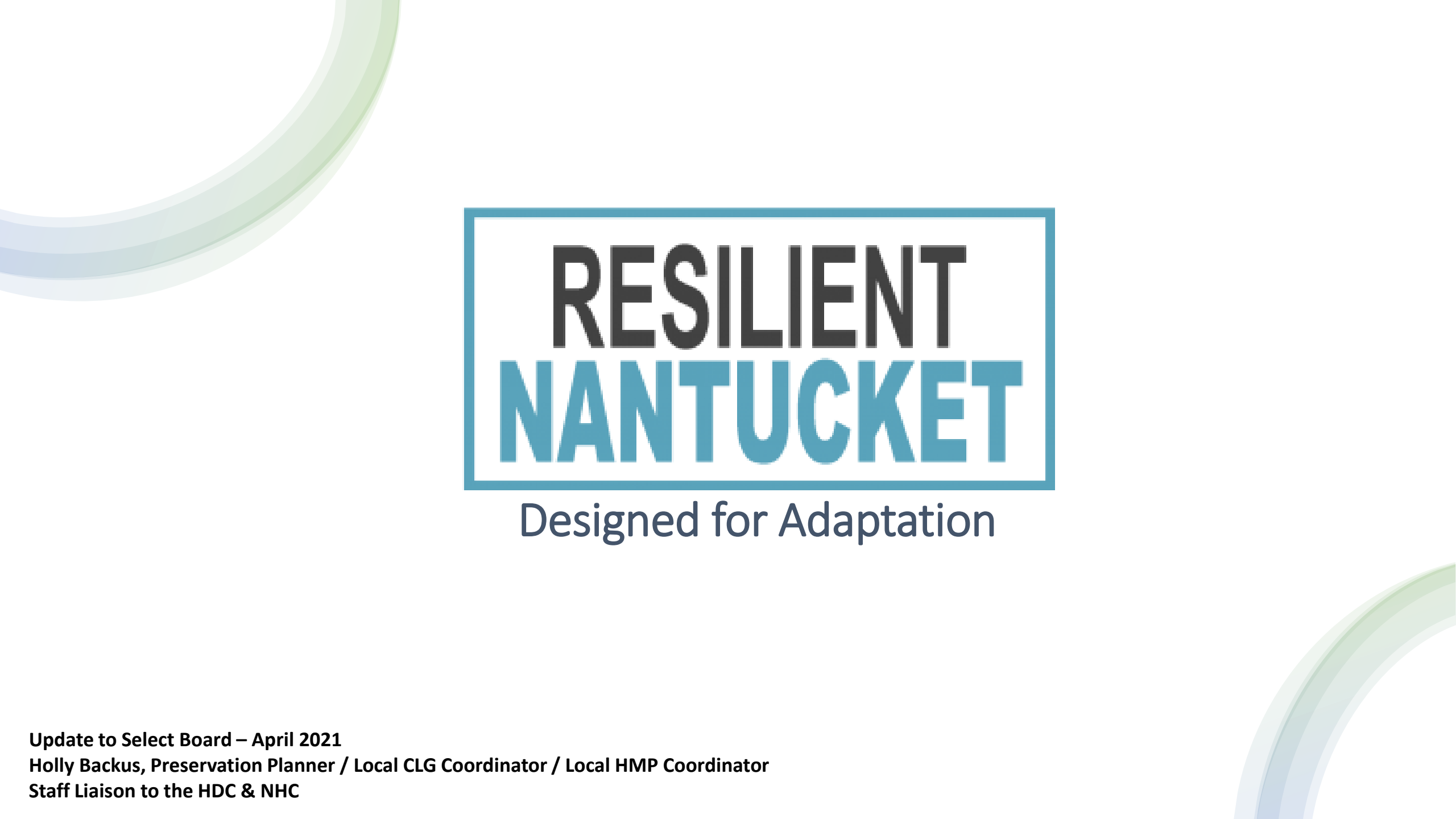
Various HDC & Public Outreach meetings – all of which are available on the Town’s website for Coastal Resilience Planning = www.resilientACK.org.

Connection to Existing Applicable Plan (i.e., Strategic Plan, Master Plan, etc.)

Hazard Mitigation Plan, MVP Report, Strategic Plan, Master Plan, and pending Sustainability Plan

Attachments

HDC Staff Liaison’s PowerPoint Presentation



RESILIENT NANTUCKET

Designed for Adaptation

Update to Select Board – April 2021

Holly Backus, Preservation Planner / Local CLG Coordinator / Local HMP Coordinator

Staff Liaison to the HDC & NHC

GET your cultural resources within the Hazard Mitigation Plan!



A REPORT ON:

KEEPING HISTORY ABOVE WATER
APRIL 10-13, 2016 | NEWPORT, RI

An International, Multi-disciplinary
Conference on Saving Historic Structures &
Neighborhoods In the Face of Rising Tides



Holly E. Backus – Land Use Specialist – Town of Nantucket
2005 Graduate in Historic Preservation / Art & Architectural History

Hazard Mitigation Plan 2019

Prioritized Strategies identified:

- *Strategy #A10 – Conduct a targeted hazard vulnerability assessment of historic structures and offer technical assistance to property owners.*
- *Strategy #F8 – Adopt a set of design guidelines to encourage flood proofing and elevation of structures while maintaining their historic characters. The NFIP Floodplain Management Bulletin FEMA P-467-2, “Historic Structures.”*
- <https://nantucket-ma.gov/1373/Hazard-Mitigation-Plan>

Updated March 2019



Integrating Historic Property and Cultural Resource Considerations Into Hazard Mitigation Planning

State and Local Mitigation Planning How-To Guide

FEMA 1014 / May 2005



Town of Nantucket Prioritized Hazard Mitigation Strategies	
Administration	
Emergency Management	
Fire Department	
Natural Resources	
PLUS (Building, Energy, HDC, Planning)	
DPW	
Sewer Department	
Water Department (Wannacomet)	
Nantucket Public Schools	
OTHER	
Strategy #5C1	
Complete the Community/Coastal Resilience Plan and become an MVP Community	
Total STAPLEE Score	9
Primary Hazard	Sea Level Rise, Shoreline Change, and Erosion
Status	Underway
Responsible Department	Administration, PLUS, Natural Resources
Timeframe	7/2018-6/2019
Estimated Cost	\$20,000
Potential Funding Sources	Grants
Strategy #F10	
Participate in a limited public-private partnership with Nantucket Engineering & Survey to complete a study of the Felling Mill Brook watershed, in particular the hydrologic conditions at Polpis Road, to identify design alternatives for improvements to this area.	
Total STAPLEE Score	8
Primary Hazard	Flooding
Status	Underway
Responsible Department	DPW, Natural Resources
Timeframe	7/2018-6/2020
Estimated Cost	\$50,000 - \$100,000
Potential Funding Sources	Gift to Town
Strategy #W52	
Complete mutual aid agreement with the MCF, Nantucket Land Council, Nantucket Land Bank, and/or Massachusetts Audubon Society for firefighting assistance.	
Total STAPLEE Score	8
Primary Hazard	Wildfire
Status	Carried Forward
Responsible Department	Fire Department
Timeframe	7/2018-6/2019
Estimated Cost	Less than \$10,000
Potential Funding Sources	Operating Budget

Town of Nantucket
Hazard Mitigation Plan 2018
Appendix A: Prioritized Mitigation Strategies

***Municipal Vulnerability
Preparedness (MVP)
Community – April 2019***



TOWN OF NANTUCKET
Community Resilience Building Workshop
Summary of Findings
FINAL REPORT
April 2019



*Prepared by Milone & MacBroom, Inc.
For the Town of Nantucket, MA
With a grant from the MA Executive Office of Energy & Environmental Affairs*

- **MVP FINAL REPORT – Action #4:**
 - **Historic Preservation Guidelines** → “... to preserve historic streetscapes while mitigating hazards.”
 - “...specific to the different and unique types of historic resources found on Nantucket, as well as the different and unique hazard threats in different areas of the island.”

MVP Action Grant – July 2019

<https://nantucket-ma.gov/1495/Public-Presentations>



Climate Change: Resiliency & Preservation Case Study: Nantucket Island



Massachusetts Historic Preservation Conference
September 20, 2019

Holly E. Backus
Land Use Specialist / Preservation Planner
Local Hazard Mitigation Plan Coordinator
Town of Nantucket



Best Practices

1. Nantucket: MVP Action Grant for Historic District Commission <https://www.nantucket-ma.gov/1126/Community-Resilience-Planning>
2. Boston: Citywide Approach through Climate Ready Boston
<https://www.boston.gov/departments/environment/climate-ready-boston>
3. Sandwich/Cape Cod Commission: Guidance for local interpretation of Flood Insurance Program and historic preservation design
4. Annapolis, MD: Citywide approach deeply integrated with historic preservation
<https://www.annapolis.gov/885/Weather-It-Together>
5. Schenectady, NY: Addressing riverine flooding through neighborhood strategies and adaptation
<https://www.stockaderesilience.com/>
6. Gulf Coast Post-Katrina recovery and adaptation lessons learned

In-person KICK OFF Meeting – February 14, 2020

- Lisa Craig – The Craig Group
- Phil Thomason – Thomason & Associates



**RESILIENT
NANTUCKET:
DESIGNED FOR
ADAPTATION**

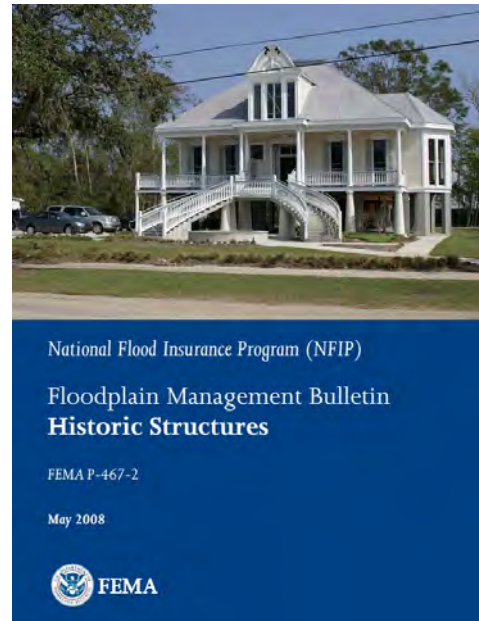
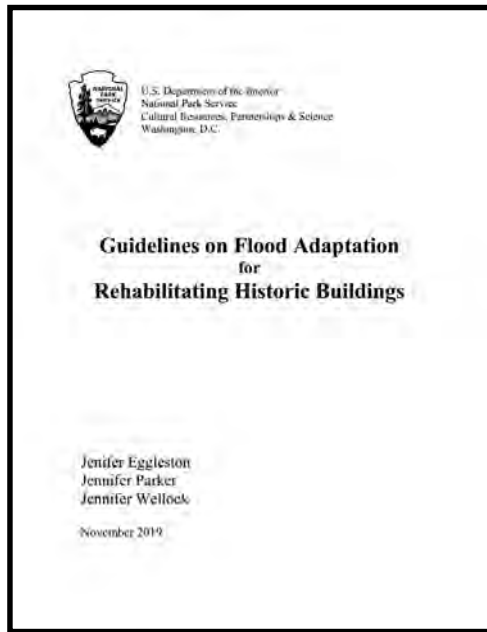
THE CRAIG GROUP, THOMASON & ASSOCIATES AND PRESERVATION INSTITUTE NANTUCKET ARE ASSISTING THE TOWN OF NANTUCKET THROUGH A MASSACHUSETTS MUNICIPAL VULNERABILITY PREPAREDNESS (MVP) GRANT TO DEVELOP A PUBLIC AWARENESS TOOLKIT ON ADAPTATION STRATEGIES FOR PRIVATE PROPERTY OWNERS AND DESIGN GUIDELINES FOR THE TOWN OF NANTUCKET'S NATIONAL HISTORIC LANDMARK DISTRICT.

 **THE CRAIG GROUP**
Your partners in preservation, planning and policy

 **Thomason & Associates**
PRESERVATION CONSULTANTS

 **Preservation Institute:
Nantucket**

<https://nantucket-ma.gov/1634/Resilient-Nantucket-2020-MVP-Grant>



- **March – June 2020** – revised project schedule due to COVID
- **July-September 2020** – consultants researched & surveyed our resources and streetscapes for the Design Guidelines



MVP Action Grant Project built on:

MVP Community Resilience Workshop Report

HMP 2019 Update

Resilient Nantucket: 3D Digital Documentation & Sea Level Rise Project



Resilient Nantucket:
Flooding Adaptation &
Building Elevation
Design Guidelines

Nantucket, Massachusetts



Prepared for the
Town of Nantucket, Massachusetts



Thomason and Associates
Nashville, Tennessee
2021

Resilient Nantucket:
Designed for
Adaptation
Toolkit

Resilient Nantucket

Preparing Your Historic Property for a Future of Rising Seas

Virtual Event –

“Preparing Your Historic Property for a Future of Rising Seas”
September 18, 2020



FEMA Workshop on flood risk & flood insurance

- MEMA – Hazard Mitigation Officer
- Barnstable County – Floodplain Specialist & CRS Coordinator
- Rogers Gray Insurance – Vice President
- Town of Nantucket Staff

RESILIENT NANTUCKET

Community Design Guideline Charrette

SATURDAY, NOVEMBER 14

10:00 AM TO 1:00 PM

VIA ZOOM WEBINAR.

All are invited to participate.

www.nantucket-ma.gov/ResilientAC



"Best Practices" – Sea Street Pump Station



RESILIENT NANTUCKET

FOLLOW-UP Community Design Guideline Charrette

SATURDAY, NOVEMBER 21

10:00 AM TO 1:00 PM

VIA ZOOM WEBINAR.



NANTUCKET, MASSACHUSETTS

FLOODING ADAPTATION & BUILDING ELEVATION DESIGN GUIDELINES

SUMMARY OF RESOURCES

OCTOBER, 2020

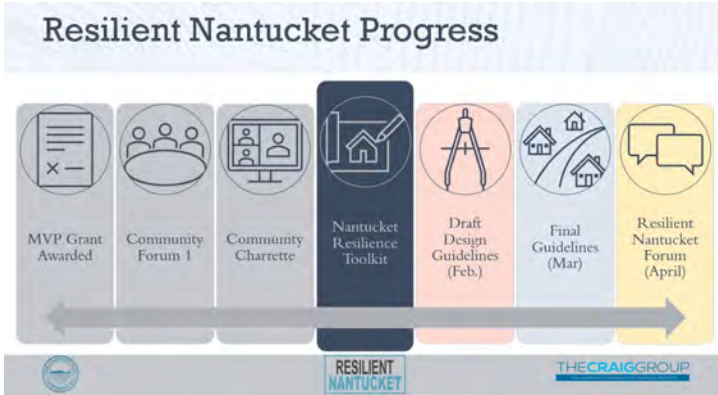


Nashville, Tennessee

Community Charrettes

Development of the Resilient Guidelines & engagement for public input

November 2020





MEETING POSTING

TOWN OF NANTUCKET
Pursuant to MGL Chapter 30A, § 18-25
All meeting notices and agendas 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)

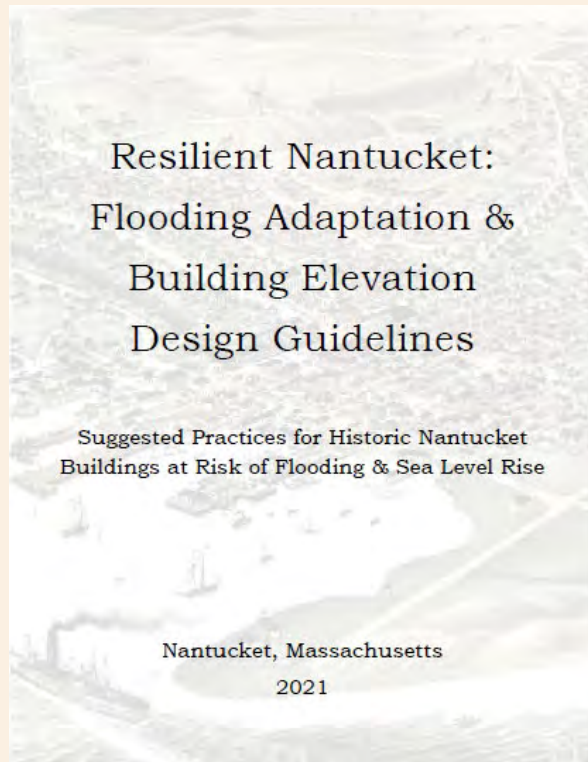
RECEIVED
2021 JAN 11 PM 02:02
NANTUCKET TOWN CLERK
Posting Number: T 030

Committee/Board/s	Historic District Commission (HDC) – Special Meeting
Day, Date, and Time	Friday, January 15, 2021; 1:00pm
Location / Address	REMOTE PARTICIPATION VIA ZOOM AND YouTube Pursuant to Governor Baker's March 12, 2020 Order Regarding Open Meeting Law (attached) Information on viewing the meeting can be found at: https://www.nantucket-ma.gov/138/Boards-Commissions-Committees
	Ray Pohl, Chairman 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.
HISTORIC DISTRICT COMMISSION	
Signature of Chair/Authorized Person:	Holly Backus, Preservation Planner
To join the Historic District Commission Special Meeting, click on the Zoom Link below: https://zoom.us/j/92280688302?pwd=aGs3K2lSdzFaOVpNbENiM0pHd28wUT09 Meeting ID: 922 8068 8302 Password: 153126 Phone dial in: 646 558 8656; Meeting ID: 922 8068 8302; Password: 153126 To watch live feed, click here: https://youtu.be/5WnJHlnAMik Commissioners: Ray Pohl (Chair), Diane Coombes (Vice-Chair), Val Oliver, John McLaughlin, Abby Camp Associate Commissioners: Stephen Welch, Carrie Thornewell, Jesse Dutra Staff: Cathy Flynn, Holly Backus, Terry Norton, Kadeem McCarthy	
AGENDA Listed below are the topics the chair reasonably anticipates will be discussed at the meeting. 	
1. Public Comment; 2. Lisa Craig, Craig Group, consultant for "Resilient Nantucket: Designed for Adaptation," MVP project update & Toolkit presentation; 3. Trevor Johnson, AICP, Arcadis, consultant for the Nantucket Coastal Resilience Plan – introduction to the project; and, 4. Adjourn.	



January 15, 2021 – Historic District Commission Meeting:
Resilient Nantucket Toolkit & Coastal Resilience Plan introduction

Historic District Commission Meetings: Design Guidelines Draft Review



MEETING POSTING

TOWN OF NANTUCKET
Pursuant to MGL Chapter 30A, § 18-25
All meeting notices and agendas 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)

Committee/Board/s	Historic District Commission (HDC) – Special Meeting
Day, Date, and Time	Friday, February 12, 2021; 1:00pm
Location / Address	REMOTE PARTICIPATION VIA ZOOM and YouTube Pursuant to Governor Baker's March 12, 2020 Order Regarding Open Meeting Law (Attached) Information on viewing the meeting can be found at: https://www.nantucket-ma.gov/138/Boards-Commissions-Committees Ray Pohl, Chairman 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.

HISTORIC DISTRICT COMMISSION
Signature of Chair/Authorized Person: Holly Backus, Preservation Planner

To join the Historic District Commission Special Meeting, click on the Zoom Link below:
<https://zoom.us/j/92280688302?pwd=aG53K2t1SzFaQVpNbENtM0pHd28wUT09>
Meeting ID: 922 8068 8302
Password: 153126
To watch through YouTube: <https://youtu.be/GUW290IE2Jg>

Commissioners: Ray Pohl (Chair), Diane Coombs (Vice-Chair), Val Oliver, John McLaughlin, Abby Camp
Associate Commissioners: Stephen Welch, Carrie Thornehill, Jesse Dutra
Staff: Cathy Flynn, Holly Backus, Terry Norton, Kadeem McCarthy

AGENDA
Listed below are the topics the chair reasonably anticipates will be discussed at the meeting.

RESILIENT NANTUCKET

1. Public Comment;
2. Phil Thomason, Thomason & Associates, consultant for "Resilient Nantucket: Designed for Adaptation," Project through a grant from the Massachusetts Vulnerability Preparedness (MVP) Program, DRAFT DESIGN GUIDELINES REVIEW; and,
3. Adjourn.

- **February 15, 2021:** introduction to the draft
- **February 26, 2021:** review
- **March 12, 2021:** review
- Received revised draft on March 26th for final comments by May 3rd
- *(HDC & NHC posted meetings)*

Resilient Nantucket: Flooding Adaptation & Building Elevation Design Guidelines

Suggested Practices for Historic Nantucket
Buildings at Risk of Flooding & Sea Level Rise
Nantucket, Massachusetts



Prepared for the
Town of Nantucket, Massachusetts

Thomason & Associates

Resilient Nantucket: Flooding Adaptation & Building Elevation Design Guidelines

- *based on national guidelines & standards

- *includes review of Preservation Institute Nantucket (PIN)'s projects

- *incorporates Best Practices from state & local guidelines (including BWNIM)

March 2021:

Nantucket – Certified Local Government

If a structure located in a floodplain undergoes *substantial improvement* or damage (50% or more the buildings market value), the structure must be brought up to code. **HOWEVER**, this definition exempts **“any alteration to a historic structure, provided that the alteration will not preclude the continued designation as a historic structure.”**



Historic Structure is defined as any structure that has one or more of the following designations:

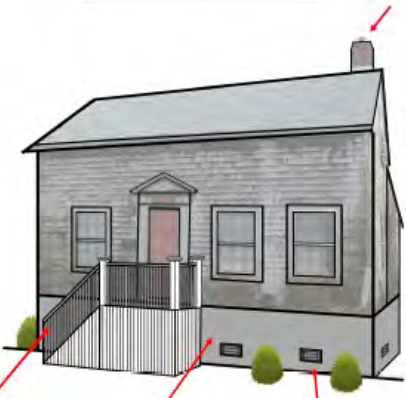
- ✓ Listed individually in the National Register of Historic Places – determined to be eligible, i.e.: located within a district;
- ✓ Identified by the SOI as contributing to the historical significance of a registered historic district;
 - Individually listed on a state inventory (not MA);
- ✓ Individually listed on a local inventory or historic places with historic preservation programs that have been certified by the SOI (CLG Program).

Elevation Examples

- Elevation projects primary goal is to preserve & maintain the essential architectural character as much as possible and follow the NPS's *Guidelines on Flood Adaptation for Rehabilitating Historic Buildings*
- Other mitigation approaches other than elevation – to keep Nantucket's historic character, while meeting flood risk requirements



Yes—Elevate and maintain the chimney at its original roof location.



Yes—Add a new staircase in compliance with HDC guidelines with a step down to the

Yes—Elevate the foundation with concrete and a parged surface.

Yes—Add appropriate flood vents for wet proofing.

Nantucket Elevation Guidelines—Best Practices



Yes—Elevate the foundation and add

Yes—Extend the vertical foundation

Yes—Extend the stair height.

Yes—Extend the brick porch piers

Nantucket Elevation Guidelines—Best Practices



Yes—Elevate and maintain the chimney at its original roof location.



Yes—Add a new staircase in compliance with HDC guidelines with a step down to the

Yes—Rebuild the foundation with brick piers.

Yes—Add vertical panels between the brick piers.



Yes—Increase the height of the staircase and match the existing design with a step down to the porch.

Yes—Rebuild the foundation with brick piers.

Yes—Add lattice or vertical panels between the brick piers.

Elevation guidelines for 70 Washington Street.

Final MVP Forum

April 22, 2021 – April 24, 2021

- *A virtual gathering for those working on resilience planning for historic and natural resources impacted by flooding disasters, extreme storms, and coastal erosion.*
- *Worldwide subject matter experts:*
 - Urban Land Institute
 - Union of Concerned Scientists
 - National Trust UK
 - International National Trust Organization
 - North Carolina State University
 - University of Florida – Preservation Institute Nantucket
 - John Englander, Oceanographer & Sea Level Rise Expert
 - Arcadis – the Town's Coastal Resilience Plan consultant
- *Nantucket on the map for cultural resource protection in the face of climate change.*

<https://nantucket-ma.gov/2081/Events-Presentations>

Resilient Nantucket Draws International Experts in Climate and Culture

Nantucket is a National Historic Landmark community with an increasing vulnerability to the impacts of climate change, sea-level rise and coastal erosion.

This virtual forum of the 2020-2021 Resilient Nantucket series brings together experts from around the world to address the impacts of the global climate crisis on coastal communities and work to address this natural disaster in the United States and Nantucket.

This forum features the work completed with a Massachusetts Vulnerability Preparedness Action Grant to prepare a guidelines document with suggested practices for historic Nantucket buildings at risk of flooding and sea-level rise.



Final MVP Forum

April 22, 2021 – April 24, 2021



Final MVP Forum

April 22, 2021 – April 24, 2021



POLICY TODAY

CLIMATE CRISIS PANEL

Crafting Coastal Resilience Policy

Hosted by Doug Parsons, Climate Adaptation



John Englander
Rising Seas Institute



Manikka Bowman
Urban Land Institute Boston



Brenda Ekwurzel
Union of Concerned Scientists



James Lindberg
National Trust for Historic Preservation



Catherine Leonard
International National Trusts Organisation



Dylan Fernandes
Commonwealth Representative



Marybeth Groff
Massachusetts Emergency Management Agency



Matt Fee
Something Natural



CLIMATE CRISIS PANEL: CRAFTING COASTAL RESILIENCE POLICY
Discussing what works, what hasn't, what needs to change and why

21/4/24 TAKEAWAYS

LIVE



Final MVP Forum

April 22, 2021 – April 24, 2021

Final Forum Takeaways:

- Adapt at community scale (CRP) & building scale (Design Guidelines)
- Invest in Resilience
- Safeguard affordable housing, recognize the costs of climate adaptation
- Look for opportunities

MVP Action Grant
Awarded
July 2019

Resilient
Nantucket Kick-Off
Feb 2020



Grant Ends
July 2021

**RESILIENT
NANTUCKET**

*Special Thanks to fellow Town staff members,
Chuck Larson & Vince Murphy for their continued
collaborative effort on this project.*



Our Island Home Enterprise Fund

*Quarterly Financial Report
Third Fiscal Quarter Ended
March 31, 2021*



Table of Contents

Our Island Home Financial Highlights.....	1
Our Island Home Summary.....	2
Our Island Home Revenue Charts.....	3
Our Island Home Revenue Detail.....	4
Our Island Home Expense Chart.....	5
Our Island Home Expense Detail.....	6

Our Island Home Financial Highlights

Our Island Home Revenues

Total revenue for the 3rd quarter was \$896,636 compared with \$1,106,521. This represents a decrease of 209,885 when compared to the year ago quarter. Total Revenue Year to Date is \$5,649,583 as compared to \$2,971,435, which represents an increase of \$2,678,148 when compared to the year ago period. The main driver of this increase is the receipt of the Certified Public Expenditures (CPE) reimbursement. The reimbursement represented both the FY19 and FY20 reimbursements.

Our Island Home Expenses

Total expenses for the quarter were \$2,299,271, which is an increase of \$617,602 over the year ago quarter amount of \$1,681,669. The increase in the quarter are primarily attributed to the posting of the Barnstable County Retirement payment for FY21. Professional services were down 23% when compared to the year ago quarter, which can be attributed to a decrease in utilization of the travel nurses. Expenses Year to Date are \$5,409,381 compared to \$5,488,058 for the same period in FY20, which is a decrease of \$78,677, primarily driven by decreases in Professional Services. This was offset by increases in personnel costs including staffing, and medical insurance.

Our Island Home Summary

TOWN OF NANTUCKET
OUR ISLAND HOME - ENTERPRISE FUND
Operating Revenue and Expenditures for Three Months Ended Mar 31, 2021

	Budget	Nine Months Ended Mar 31	
	FY2021	FY2021 Actuals	FY2020 Actuals
Revenue	\$ 3,767,818	\$ 5,649,583	\$ 2,971,435
Expenses	8,794,778	5,409,381	5,488,058
Net Earnings	(5,026,960)	240,202	(2,516,623)
Transfer from Retained Earnings	1,500,000	1,500,000	2,687,245
NET EARNINGS	\$ (3,526,960)	\$ 1,740,202	\$ 170,622
Retained Earnings			
OTHER SOURCES/USES:			
General Fund Subsidy	\$ 3,500,000	\$ 3,500,000	\$ -
Encumbrance Carryforwards	26,960	21,687	162,162
FinCom GF Reserve Fund Transfer	-	-	-
Surplus(Deficit) Including Debt Service and Other Financing Sources	\$ (0)	\$ 5,261,888	\$ 332,783
Certified Retained Earnings as of July 01, 2020		\$ 2,046,379	
Minus amount allocated at June 25, 2020 ATM		(1,500,000)	
Plus: Current Surplus as of Mar 31, 2021		5,261,888	
Projected Balance as of Mar 31, 2021 ⁽¹⁾⁽²⁾		\$ 5,808,267	

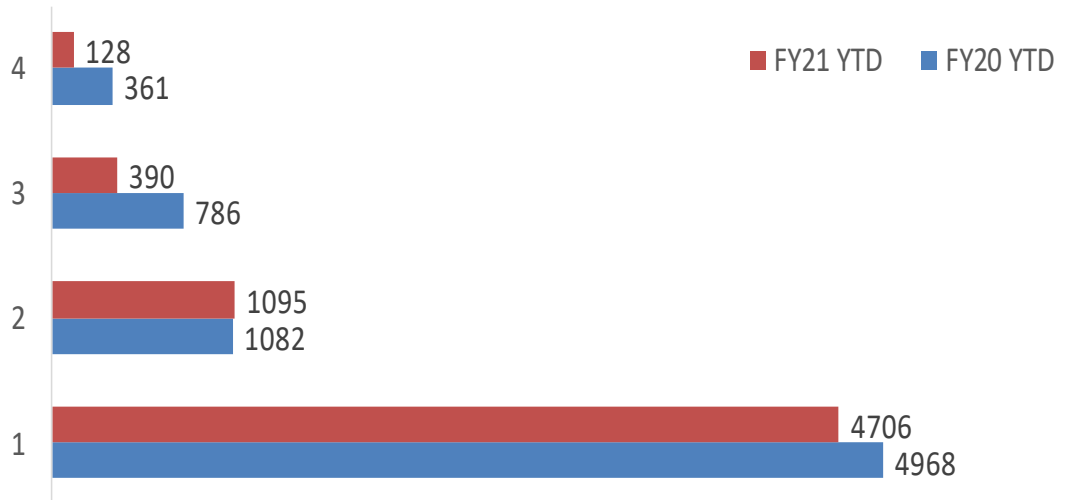
(1) Revenues remain a projection, until certified by the the Department of Revenue, therefore this is only a projection as of this point in time, until Retained Earnings go through the Certification process.

(2) Actual balance will be lower due to encumbrances that are carried forward

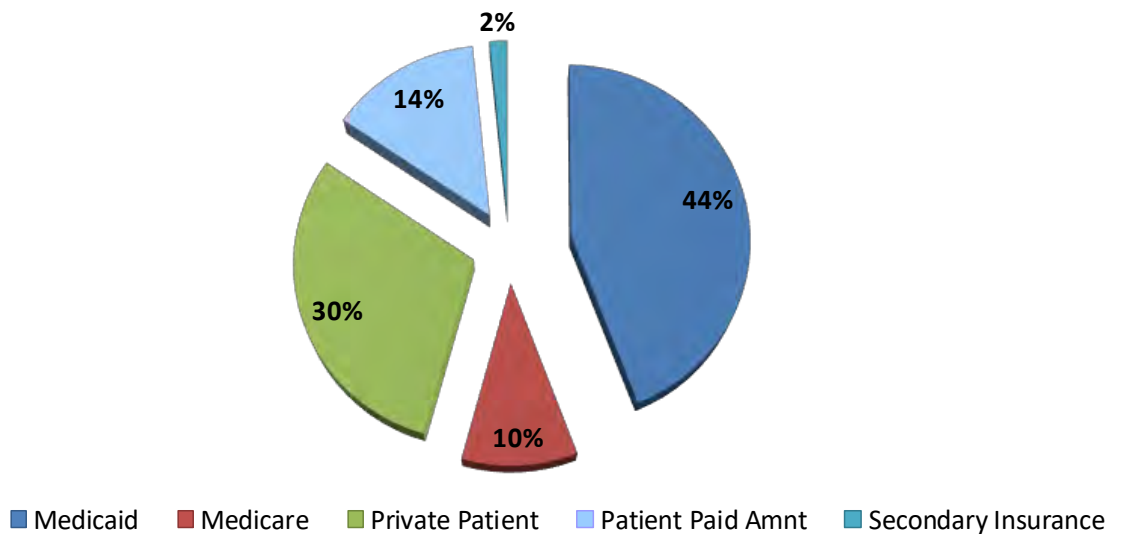
Our Island Home Revenues

Where does the money come from?

Census Data Per Payor Source



FY2021 Revenue Breakdown - YTD Actuals





Our Island Home Revenues

OIH Revenue for Nine Months Ended Mar 31, 2021

REVENUE	Nine Months Ended Mar 31		YTD/YTD		FY2021 Budget	FY2021 Budget	FY2021 Budget	Variance to Budget	% of Budget Used
	FY2021 Actuals	FY2020 Actuals	% Change	\$ Change	Quarter	YTD	Annual w/ Carryfwd		
Medicaid Patient Revenue	\$ 1,248,500	\$ 1,232,202	1%	\$ 16,298	\$ 438,983	\$ 1,316,948	\$ 1,755,931	\$ (507,431)	71%
Medicare Revenue	286,530	423,029	(32%)	(136,499)	79,370	238,110	317,480	(30,950)	90%
Private Patient Income	850,970	903,740	(6%)	(52,770)	243,998	731,994	975,992	(125,022)	87%
Patient Paid Amount	395,399	349,279	13%	46,119	110,213	330,638	440,850	(45,451)	90%
Secondary Insurance	45,537	63,183	(28%)	(17,646)	44,391	133,174	177,565	(132,028)	26%
Direct Care Staff Payments	-	-	na	-	25,000	75,000	100,000	(100,000)	0%
Prior Year CPE Receipts	2,822,647	-	na	2,822,647	-	-	-	2,822,647	na
Bounced Checks	-	-	na	-	-	-	-	-	na
Interest Earned	-	-	na	-	-	-	-	-	na
Total Revenue*	\$ 5,649,583	\$ 2,971,435	90%	\$ 2,678,148	\$ 941,955	\$ 2,825,864	\$ 3,767,818	\$ 1,881,765	150%

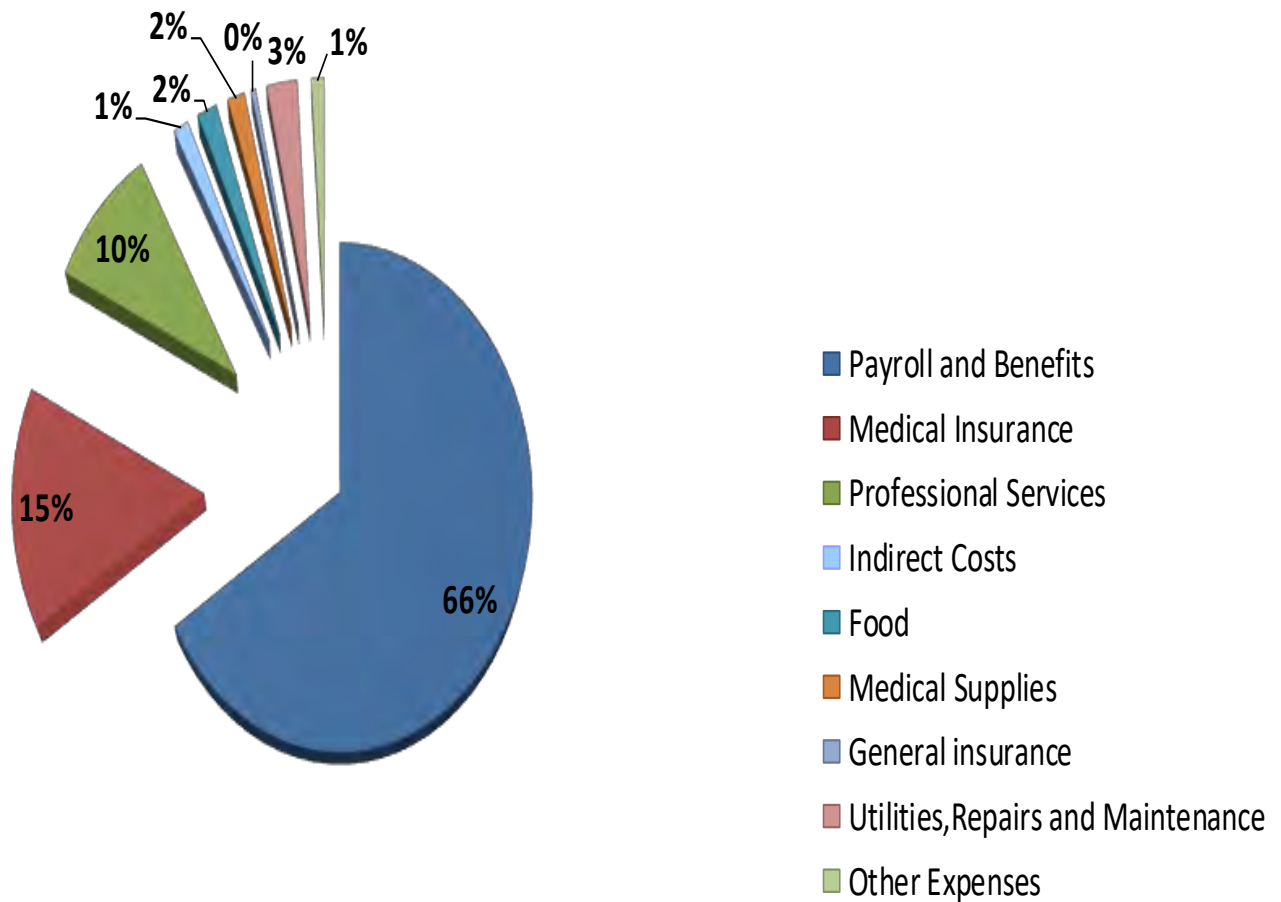
OTHER FINANCING SOURCES	FY2021 Actuals	FY2020 Actuals	% Change	\$ Change	QTR Budget	YTD Budget	Annual Budget	Variance to Budget	% of Budget Used
General Fund Subsidy	\$ 3,500,000	\$ -	na	\$ 3,500,000	-	-	\$ 3,500,000	\$ -	100%
Net Use of Certified Retained Earnings - Operations	-	-	na	-	-	-	1,500,000	(1,500,000)	0%
FinCom Transfer	-	-	na	-	-	-	-	-	na
FY2020 Encumbrance Carryforward	21,687	162,162	(87%)	(140,475)	-	-	26,960	(5,273)	80%
Total Other Financing Sources	\$ 3,521,687	\$ 162,162	2,072%	\$ 3,359,525	\$ -	\$ -	\$ 5,026,960	\$ (1,505,273)	70%

TOTAL REVENUE AND OTHER FINANCIAL	\$ 9,171,270	\$ 3,133,596	193%	\$ 6,037,673	\$ 941,955	\$ 2,825,864	\$ 8,794,778	\$ 376,492	104%
--	---------------------	---------------------	-------------	---------------------	-------------------	---------------------	---------------------	-------------------	-------------

Our Island Home Expenses

Where does the money go?

FY2021 Expenses Breakdown - YTD Actuals





Our Island Home Expenses

OIH Operating Expenses for Nine Months Ended Mar 31, 2021

OPERATING EXPENSES WITHOUT DEBT	Nine Months Ended Mar 31		YTD/YTD	FY2021 Budget	FY2021 Budget	FY2021 Budget	Variance to Budget	% of Budget Used
	FY2021 Actuals	FY2020 Actuals	% Change	\$ Change	Quarter	YTD	Annual w/ Carryfwd	
Payroll - Salary \$	2,860,722	2,807,823	2%	\$ 52,899	\$ 1,070,358	\$ 3,211,074	\$ 4,281,432	\$ (1,420,710) 67%
Medicare PIR Tax Expense	39,769	39,887	(0%)	(119)	15,065	45,194	60,259	(20,491) 66%
Medical Insurance	838,244	744,362	13%	93,882	385,309	1,155,926	1,541,235	(702,991) 54%
Barnstable County Retirement	684,034	710,818	(4%)	(26,784)	207,378	622,134	829,512	(145,478) 82%
Contractual Obligations	-	-	na	-	33,850	101,550	135,400	(135,400) 0%
Utilities	100,536	101,809	(1%)	(1,274)	38,964	116,892	155,856	(55,321) 65%
Repairs & Maintenance	42,831	36,938	16%	5,893	14,000	42,000	56,000	(13,169) 76%
Food	92,324	97,661	(5%)	(5,337)	36,613	109,839	146,453	(54,129) 63%
Professional Services	520,499	742,643	(30%)	(222,144)	260,824	782,472	1,043,296	(522,796) 50%
Medical Supplies	80,975	83,946	(4%)	(2,971)	29,633	88,898	118,531	(37,556) 68%
General Insurance	20,096	-	na	20,096	24,668	74,003	98,670	(78,574) 20%
Other Supplies	39,776	33,045	20%	6,731	13,613	40,838	54,450	(14,674) 73%
Indirect Costs	69,225	69,225	(0%)	(0)	23,075	69,225	92,300	(23,075) 75%
Other	20,351	19,900	2%	452	45,346	136,039	181,385	(161,034) 11%
Transfer to Capital	-	-	na	-	-	-	-	- na
Total Expenditures - Excluding Debt Service	\$ 5,409,381	\$ 5,488,058	(1%)	\$ (78,677)	\$ 2,198,695	\$ 6,596,084	\$ 8,794,778	\$ (3,385,397) 62%

DEBT SERVICE	FY2021 Actuals	FY2020 Actuals	% Change	\$ Change	QTR Budget	YTD Budget	Annual Budget	Variance to Budget	% of Budget Used
Principal \$	-	-	na	\$ -	\$ -	\$ -	\$ -	\$ -	na
Interest	-	-	na	-	-	-	-	-	na
Issuance Costs	-	-	na	-	-	-	-	-	na
BAN Costs, Principal, Interest	-	-	na	-	-	-	-	-	na
Other	-	-	na	-	-	-	-	-	na
Total Debt Service	\$ -	\$ -	na	\$ -	\$ -	\$ -	\$ -	\$ -	na

TOTAL OPERATING EXPENSES AND DEBT SERVICE	\$ 5,409,381	\$ 5,488,058	(1%)	\$ (78,677)	\$ 2,198,695	\$ 6,596,084	\$ 8,794,778	\$ (3,385,397)	62%
---	--------------	--------------	------	-------------	--------------	--------------	--------------	----------------	-----

Target Debt Service to Total Expenses Ratio	12%	12%
Actual Debt Service to Total Expenses Ratio	0%	0%

*Note: Governments operate on a budgetary basis; therefore revenue earned in excess of the certified budget is not available to offset expenditures in the current fiscal year. Excess revenue and expenditure turnbacks must go through the State of Massachusetts retained earnings certification process before they can be appropriated at a subsequent annual and/or special town meeting. Once certified, retained earnings can only be appropriated at an annual and/or special town meeting.



TOWN OF NANTUCKET

*Quarterly Financial Report
Third Fiscal Quarter Ended
March 31, 2021*



Table of Contents

Financial Highlights.....	1
General Fund Revenues.....	2
Results for most recent quarter.....	3
Results for six months ended.....	4
General Fund Expenses.....	5
Results for most recent quarter.....	6
Results for six months ended.....	7
Capital Investments.....	8
Financing Activity.....	9
Investment Report.....	10

Financial Highlights

General Fund Revenues

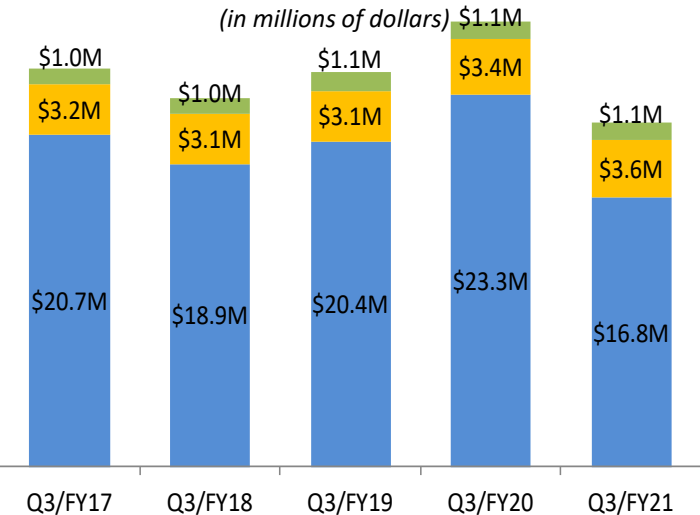
The first nine months of FY21 General Fund ⁽¹⁾ revenues were \$77M, representing a \$1.6M decrease (-2%) over the first nine months of last year. The decrease can be attributed to Real Estate Taxes (-6%) and Local Meals Tax (-30%). Personal Property taxes increased \$119K over last year. Local Rooms Tax increased 36%, bringing in an additional \$1.9M over FY20. Concession Rental Fees decreased \$87K (-38%) over last year as well as Liquor license fees (-19%). Overall Revenue is tracking ahead of the estimates through the first nine months.

General Fund Expenses

General Fund expenses ended the first nine months of FY21 at \$65M, a decrease of \$6M (-8%) over the same time period in FY2020. Government expenses were up by \$273K, an increase of 4%. There was a significant increases in Human Services of 26% compared to Q3 in FY20. The cost of insurance in general was up as follows: Group insurance (\$786K), General insurance (\$166K). The retirement assessment to Barnstable County Retirement increased as well (\$888K), over the prior year. The increase includes the normal anticipated increase on an annual basis, as well an increase related to the decision to make the payment of the assessment in 2 installments rather than the typical lump sum payment in July.

Third Quarter General Fund Revenues

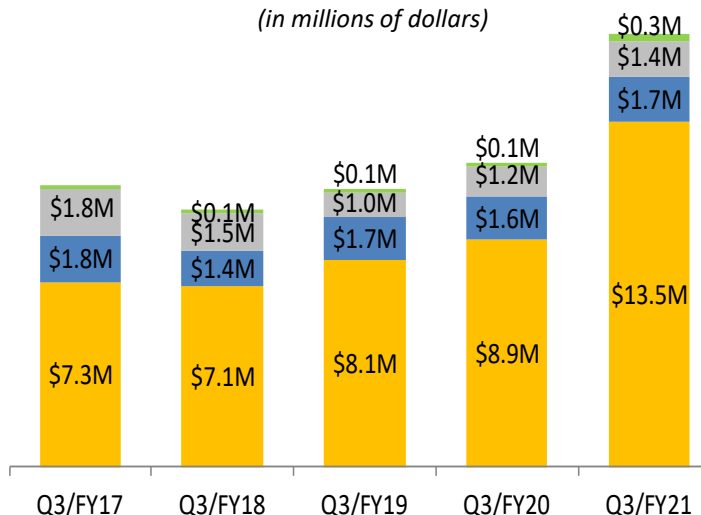
5-Yr History
(in millions of dollars)



■ Real Estate & Property Taxes ■ Local Receipts ■ State Aid & Other

Third Quarter General Fund Expenditures ⁽²⁾

5-Yr History
(in millions of dollars)

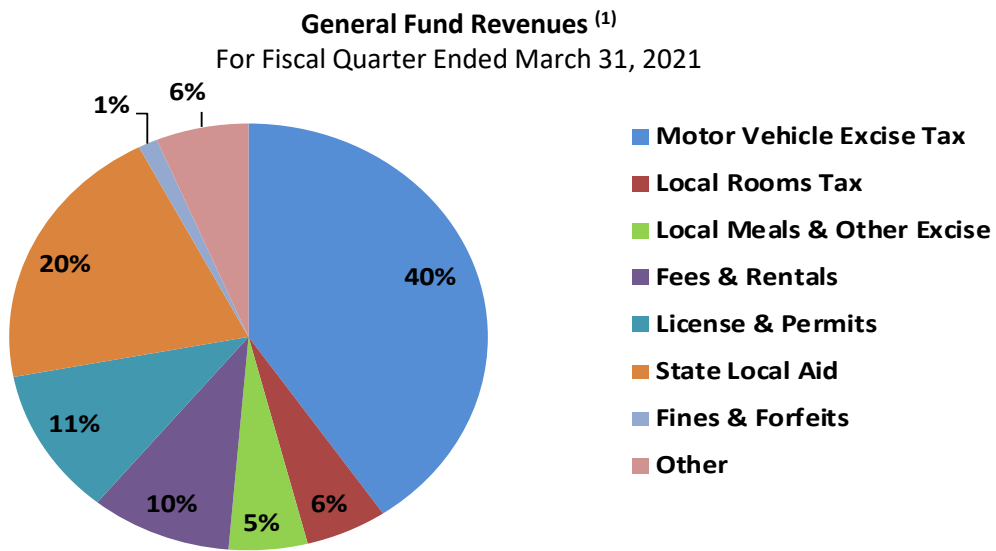


■ Salaries & Benefits ■ Debt Service ■ Operational Expenses ■ Transfers & Other Sources

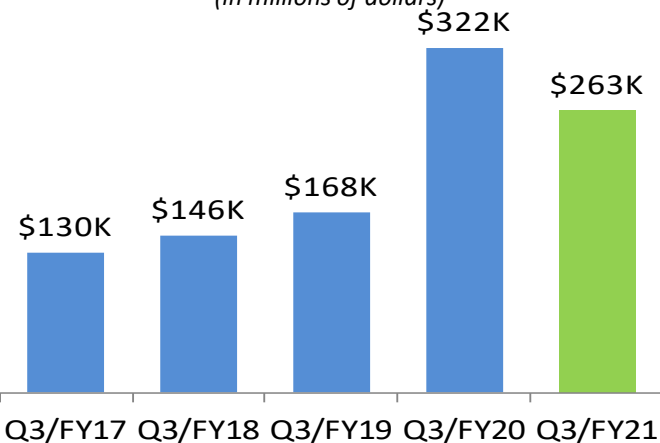
(1) General Fund: general government, safety & protection, marine department, maintenance, human services, culture & recreation, and contractual obligations.

General Fund Revenues

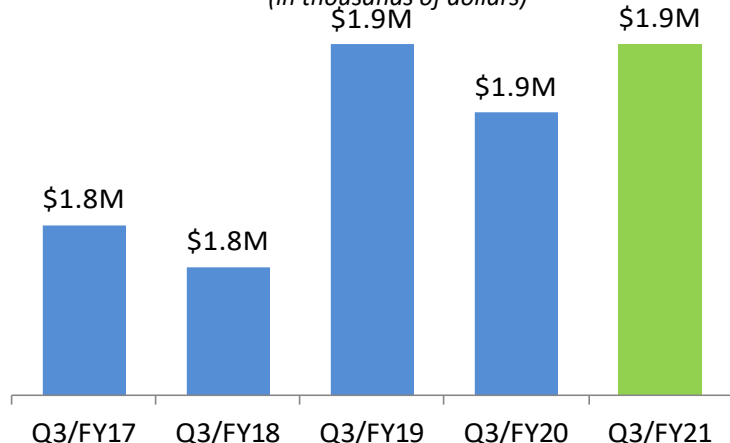
Where does the money come from?



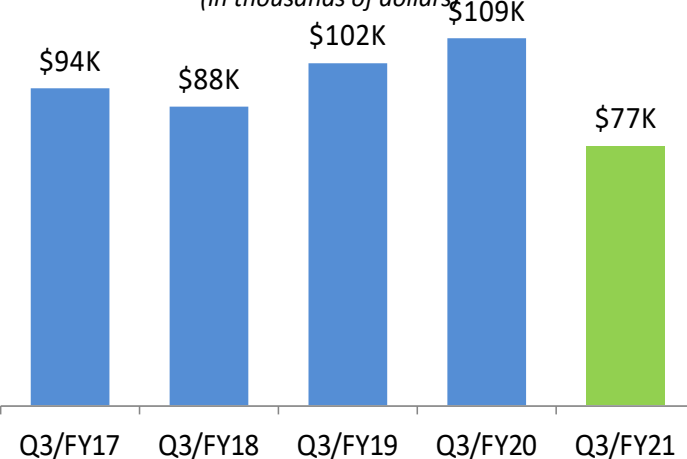
Third Quarter Rooms Tax
(in millions of dollars)



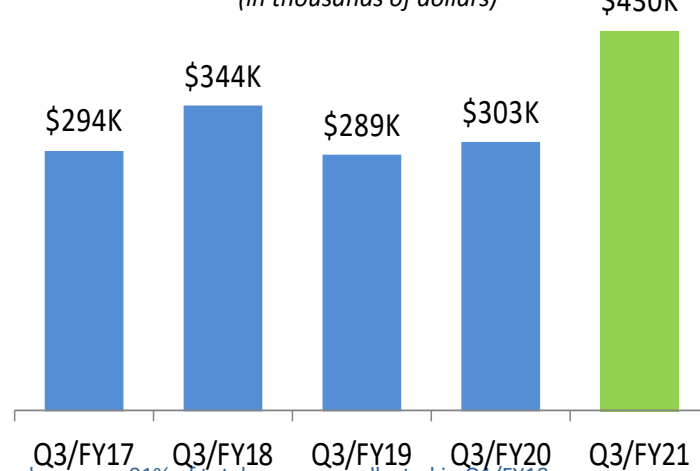
Third Quarter Motor Vehicle Excise Tax
(in thousands of dollars)



Third Quarter Meals Tax
(in thousands of dollars)



Third Quarter Building Permits
(in thousands of dollars)



⁽¹⁾ Excludes real estate and personal property tax revenue, which equals approx. 81% of total revenues collected in Q1/FY18.

General Fund Revenues

Results for most recent quarter

	Quarter Ended Mar 31		QTR/QTR Actuals		FY2021
	FY2021 Actuals	FY2020 Actuals	% Change	\$ Change	Budget
Real Estate Taxes	\$ 16,281,825	\$ 22,756,711	(28%)	\$ (6,474,886)	\$ 87,836,437
Personal Property Taxes	512,061	528,161	(3%)	(16,100)	1,789,057
Excise Taxes					
Motor Vehicle Excise Tax	1,930,628	1,876,017	3%	54,611	2,275,000
Local Rooms Tax	263,102	321,734	(18%)	(58,632)	1,600,000
Local Meals Tax	76,787	108,771	(29%)	(31,984)	-
Other - Includes Penalties & Interest	176,994	139,291	27%	37,703	483,000
Subtotal - Excise Taxes	2,447,512	2,445,814	0%	1,698	4,358,000
Charges for Services	2,535	438	478%	2,097	29,000
Fees & Rentals					
Planning Board Filing Fees	17,500	10,975	59%	6,525	95,000
Plumbing & Wiring Inspection Fees	109,975	95,968	15%	14,008	134,000
HDC Filing Fees	98,779	44,774	121%	54,005	215,000
Concession Rental Fees	-	-	na	-	-
Marine Moorings & Docking Fees	34,800	22,190	57%	12,610	185,000
Other	193,672	141,256	37%	52,415	382,000
Subtotal - Fees & Rentals	454,725	315,162	44%	139,563	1,011,000
License & Permits					
Building Permits	430,135	303,406	42%	126,728	446,000
Liquor Licenses	68,150	75,900	(10%)	(7,750)	-
Other	31,474	42,091	(25%)	(10,617)	178,100
Subtotal - License & Permits	529,759	421,398	26%	108,361	624,100
State Local Aid					
School Aid	900,060	900,435	(0%)	(375)	2,850,249
Other	74,502	79,946	(7%)	(5,444)	195,819
Subtotal - State Local Aid	974,562	980,381	(1%)	(5,819)	3,046,068
Fines & Forfeits					
Parking Fines	53,961	12,626	327%	41,336	290,000
Other	7,905	3,875	104%	4,030	-
Subtotal - Fines & Forfeits	61,866	16,501	275%	45,366	290,000
Investment Income	45,374	115,853	(61%)	(70,479)	275,000
Other Departmental Revenue					
Town Gas Sales	14,039	9,790	43%	4,249	43,000
Off Duty Police and Fire Personnel	21,182	15,791	34%	5,392	61,500
Other Departmental Revenue	61,505	76,646	(20%)	(15,141)	95,098
Subtotal - Other Dept'l Revenue	96,727	102,227	(5%)	(5,501)	199,598
Miscellaneous			na	-	na
Transfer & Other Sources					
Debt Premium	-	-	na	-	-
Indirect Costs	154,075	154,075	(0%)	(0)	-
Other	-	-	na	-	-
Subtotal - Transfer & Other Sources	154,075	154,075	(0%)	(0)	-
Total General Fund Revenue	\$ 21,561,020	\$ 27,836,721	(23%)	\$ (6,275,701)	\$ 99,458,260

General Fund Revenues

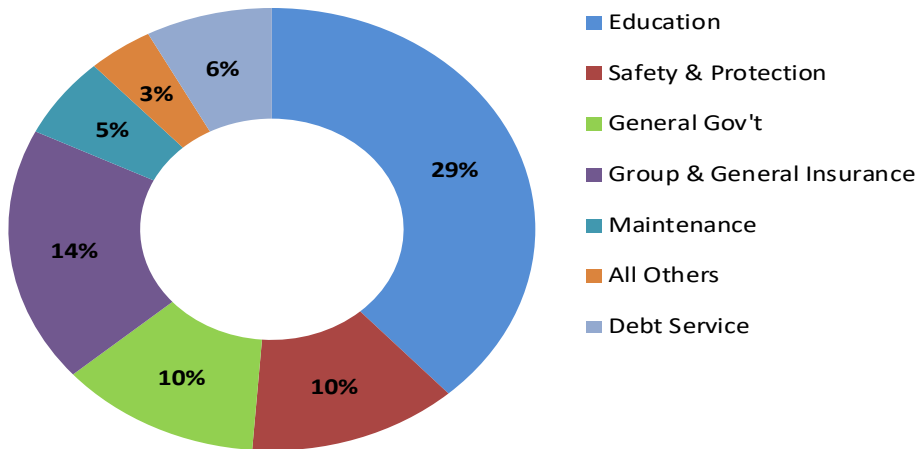
Results for 9 Months Ended March 31, 2021

	Nine Months Ended Mar 31		YTD/YTD Actuals		FY2021	% of Budget Used
	FY2021 Actuals	FY2020 Actuals	% Change	\$ Change	Budget	
Real Estate Taxes	\$ 57,612,660	\$ 61,131,514	(6%)	\$ (3,518,854)	\$ 87,836,437	66%
Personal Property Taxes	1,391,116	1,272,551	9%	118,565	1,789,057	78%
Excise Taxes						
Motor Vehicle Excise Tax	2,511,532	2,404,508	4%	107,024	2,275,000	110%
Local Rooms Tax	7,387,157	5,423,433	36%	1,963,724	1,600,000	462%
Local Meals Tax	778,192	1,106,960	(30%)	(328,768)	-	na
Other - Includes Penalties & Interest	806,883	536,213	50%	270,670	483,000	167%
Subtotal - Excise Taxes	11,483,764	9,471,114	21%	2,012,650	4,358,000	264%
Charges for Services	67,032	28,894	132%	38,138	29,000	231%
Fees & Rentals						
Planning Board Filing Fees	63,127	51,082	24%	12,044	95,000	66%
Plumbing & Wiring Inspection Fees	279,498	270,495	3%	9,003	134,000	209%
HDC Filing Fees	251,572	171,259	47%	80,313	215,000	117%
Concession Rental Fees	141,612	228,115	(38%)	(86,503)	-	na
Marine Moorings & Docking Fees	205,631	229,360	(10%)	(23,729)	185,000	111%
Other	352,617	299,662	18%	52,955	382,000	92%
Subtotal - Fees & Rentals	1,294,057	1,249,973	4%	44,083	1,011,000	128%
License & Permits						
Building Permits	934,139	831,603	12%	102,536	446,000	209%
Liquor Licenses	111,405	137,100	(19%)	(25,695)	-	na
Other	167,336	127,794	31%	39,542	178,100	94%
Subtotal - License & Permits	1,212,880	1,096,497	11%	116,383	624,100	194%
State Local Aid						
School Aid	2,700,180	2,699,794	0%	386	2,850,249	95%
Other	232,301	240,361	(3%)	(8,060)	195,819	119%
Subtotal - State Local Aid	2,932,481	2,940,155	(0%)	(7,674)	3,046,068	96%
Fines & Forfeits						
Parking Fines	208,468	237,745	(12%)	41,336	290,000	72%
Other	27,693	17,143	62%	4,030	-	na
Subtotal - Fines & Forfeits	236,160	254,887	(7%)	(18,727)	290,000	81%
Investment Income	176,826	394,893	(55%)	(218,067)	275,000	64%
Other Departmental Revenue						
Town Gas Sales	39,895	45,113	(12%)	(5,218)	43,000	93%
Off Duty Police and Fire Personnel	69,406	57,119	22%	12,286	61,500	113%
Other Departmental Revenue	268,939	457,615	(41%)	(188,676)	95,098	283%
Subtotal - Other Dept'l Revenue	378,240	559,847	(32%)	(181,607)	199,598	190%
Miscellaneous			na	-		na
Transfer & Other Sources						
Debt Premium	-	-	na	-	-	na
Indirect Costs	462,225	462,225	0%	-	-	na
Other	-	-	na	-	-	na
Subtotal - Transfer & Other Sources	462,225	462,225	0%	0	-	na
Total General Fund Revenue	\$ 77,247,441	\$ 78,862,552	(2%)	\$ (1,615,110)	\$ 99,458,260	78%

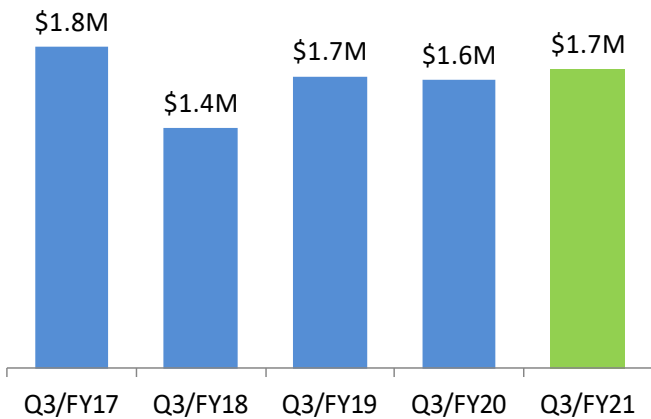
General Fund Expenses

Where does the money go?

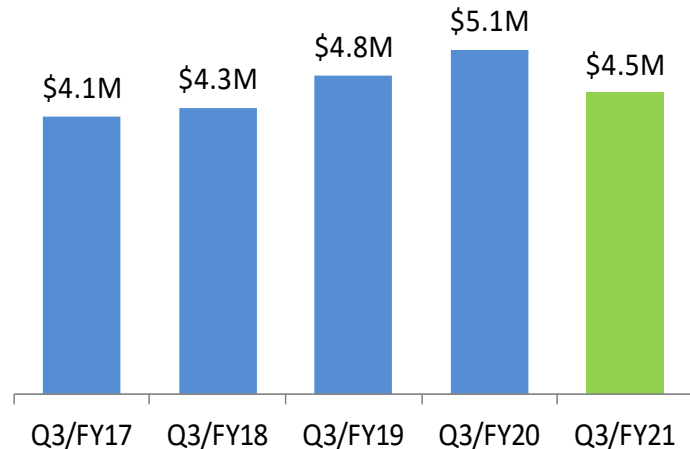
General Fund Expenses
For Fiscal Quarter Ended March 31, 2021



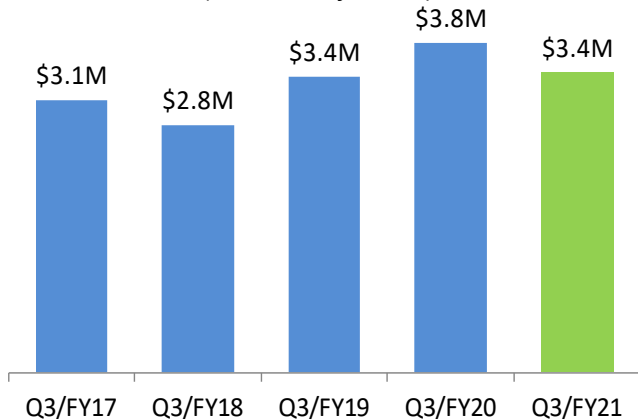
Third Quarter Operational Expenses ⁽¹⁾
(in millions of dollars)



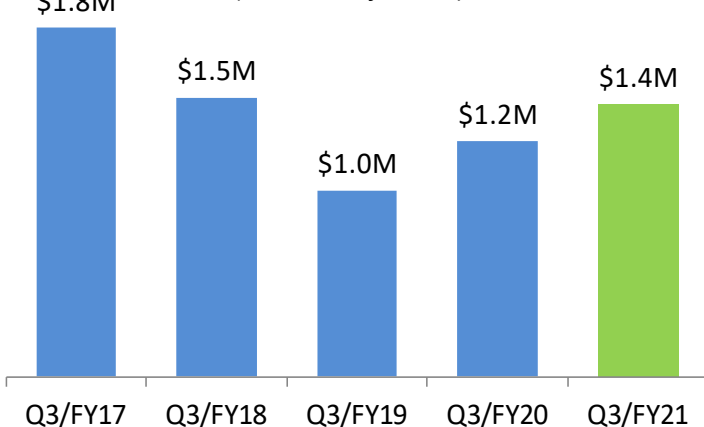
Third Quarter Salary Expenses ⁽²⁾
(in millions of dollars)



Third Quarter Health & Other Group Insurance
(in millions of dollars)



Third Quarter Debt Service (P&I)
(in millions of dollars)



⁽¹⁾ Excludes Debt Service, Transfers and State Assessments, which are subject to timing differences

⁽²⁾ Excludes Health Insurance & Other Group Insurance, Pension Costs and Contractual Obligations.

General Fund Expenses

Results for most recent quarter

	Quarter Ended Mar 31		QTR/QTR		FY21 Budget
	FY2021	FY2020	% Change	\$ Change	Annual
General Government					
Finance Committee	\$ 96	\$ 183	(48%)	\$ (87)	\$ 18,680
Finance & Operations	541,895	535,537	1%	6,358	2,515,361
Human Resources	73,872	114,348	(35%)	(40,476)	592,893
Information Systems / GIS	240,095	307,645	(22%)	(67,550)	1,507,610
Legal / Town Counsel	128,862	50,526	155%	78,336	540,841
Moderator	-	-	na	-	1,683
Planning & Land Use Services	462,320	529,633	(13%)	(67,313)	1,985,433
Town Administration	578,524	521,005	11%	57,519	2,275,972
Natural Resources	177,759	245,531	(28%)	(67,773)	935,093
Town Clerk	77,214	89,543	(14%)	(12,329)	328,334
Subtotal	\$ 2,280,637	\$ 2,393,952	(5%)	\$ (113,315)	\$ 10,701,900
Safety & Protection					
Emergency Management	\$ -	\$ -	na	-	8,000
Fire Department	705,991	826,103	(15%)	(120,112)	3,182,889
Police & Animal Control	1,627,310	1,813,974	(10%)	(186,665)	6,950,864
Street Lighting	32,129	29,658	8%	2,471	165,015
Subtotal	\$ 2,365,430	\$ 2,669,735	(11%)	\$ (304,305)	\$ 10,306,767
Marine & Coastal Resources					
Marine Department	\$ 94,291	\$ 110,643	(15%)	(16,352)	896,139
Subtotal	\$ 94,291	\$ 110,643	(15%)	\$ (16,352)	\$ 896,139
Maintenance					
Gas / Town Vehicles	\$ 77,465	\$ 63,946	21%	13,519	415,026
Mosquito Control	-	-	na	-	168,501
Public Buildings	284,715	319,485	(11%)	(34,770)	1,262,925
Public Works	661,344	813,241	(19%)	(151,897)	3,242,422
Snow & Ice Removal	63,757	13,822	361%	49,936	82,600
Subtotal	\$ 1,087,281	\$ 1,210,493	(10%)	\$ (123,213)	\$ 5,171,473
Human Services					
Human Services	\$ 96,864	\$ 103,513	(6%)	(6,649)	468,910
Subtotal	\$ 96,864	\$ 103,513	(6%)	\$ (6,649)	\$ 468,910
Culture & Recreation					
Atheneum	\$ 186,850	\$ 183,186	2%	3,664	747,400
Town Clock	130	132	(1%)	(2)	4,743
Visitor Services	63,491	66,230	(4%)	(2,740)	464,577
Subtotal	\$ 250,471	\$ 249,549	0%	\$ 922	\$ 1,216,720
Other Expenditures					
Debt Service Principal	\$ 571,330	\$ 420,000	36%	151,330	5,980,062
Debt Service Interest	857,306	814,527	5%	42,779	3,330,527
Group Insurance	3,425,675	3,767,155	(9%)	(341,480)	-
General Insurance	2,524	32,328	(92%)	(29,804)	11,743
Retirement Assessment	5,638,899	-	na	5,638,899	-
Cherry Sheet Assessments	293,872	90,316	225%	203,556	-
Contractual Obligations	968	12,000	(92%)	(11,032)	-
Intergovernmental-SWEF	-	-	na	-	6,343,105
Intergovernmental-OIH	-	-	na	-	3,500,000
Intergovernmental- Cumm School	-	500,000	(100%)	(500,000)	550,000
Education	7,033,254	\$7,392,433	(5%)	(359,179)	31,296,642
Subtotal	\$ 17,823,828	\$ 13,028,759	37%	\$ 4,795,069	\$ 51,012,079
Total General Fund Expenses	\$ 23,998,802	\$ 19,766,644	21%	\$ 4,232,158	\$ 79,773,988

General Fund Expenses

Results for 9 Months Ended March 31, 2021

	Nine Months Ended Mar 31		YTD/YTD		FY21 Budget	% of Budget Used
	FY2021	FY2020	% Change	\$ Change	Annual	
General Government						
Finance Committee	\$ 96	\$ 363	(74%)	\$ (267)	\$ 18,680	1%
Finance & Operations	1,545,372	1,578,402	(2%)	(33,029)	2,515,361	61%
Human Resources	246,464	283,335	(13%)	(36,871)	592,893	42%
Information Systems / GIS	1,045,888	1,009,944	4%	35,945	1,507,610	69%
Legal / Town Counsel	435,449	289,367	50%	146,082	540,841	81%
Moderator	-	-	na	-	1,683	
Planning & Land Use Services	1,416,419	1,441,314	(2%)	(24,895)	1,985,433	71%
Town Administration	1,585,643	1,384,536	15%	201,107	2,275,972	70%
Natural Resources	619,580	649,610	(5%)	(30,030)	935,093	66%
Town Clerk	234,440	219,319	7%	15,122	328,334	71%
Subtotal	\$ 7,129,353	\$ 6,856,189	4%	\$ 273,164	\$ 10,701,900	67%
Safety & Protection						
Emergency Management	\$ -	\$ (642)	(100%)	642	8,000	-
Fire Department	2,268,547	2,355,363	(4%)	(86,816)	3,182,889	71%
Police & Animal Control	4,777,842	4,857,265	(2%)	(79,422)	6,950,864	69%
Street Lighting	77,251	125,811	(39%)	(48,560)	165,015	47%
Subtotal	\$ 7,123,641	\$ 7,337,797	(3%)	\$ (214,156)	\$ 10,306,767	69%
Marine & Coastal Resources						
Marine Department	\$ 864,619	\$ 707,363	22%	157,256	896,139	96%
Subtotal	\$ 864,619	\$ 707,363	22%	\$ 157,256	\$ 896,139	96%
Maintenance						
Gas / Town Vehicles	\$ 197,300	\$ 182,489	8%	14,811	415,026	48%
Mosquito Control	64,500	85,045	(24%)	(20,545)	168,501	38%
Public Buildings	906,060	819,555	11%	86,505	1,262,925	72%
Public Works	2,100,547	2,290,878	(8%)	(190,330)	3,242,422	65%
Snow & Ice Removal	68,117	56,641	20%	11,476	82,600	82%
Subtotal	\$ 3,336,524	\$ 3,434,607	(3%)	\$ (98,083)	\$ 5,171,473	65%
Human Services						
Human Services	\$ 321,595	\$ 254,466	26%	67,130	468,910	69%
Subtotal	\$ 321,595	\$ 254,466	26%	\$ 67,130	\$ 468,910	69%
Culture & Recreation						
Atheneum	\$ 560,550	\$ 549,559	2%	10,991	747,400	75%
Town Clock	1,885	2,666	(29%)	(781)	4,743	40%
Visitor Services	195,377	333,202	(41%)	(137,825)	464,577	42%
Subtotal	\$ 757,812	\$ 885,427	(14%)	\$ (127,615)	\$ 1,216,720	62%
Other Expenditures						
Debt Service Principal	\$ 6,053,467	\$ 5,582,043	8%	471,424	5,980,062	101%
Debt Service Interest	2,527,537	2,576,888	(2%)	(49,350)	3,330,527	76%
Group Insurance	9,894,306	9,108,592	9%	785,714	-	na
General Insurance	1,732,570	1,566,889	11%	165,681	11,743	14,754%
Retirement Assessment	5,638,899	4,750,913	19%	887,986	-	na
Cherry Sheet Assessments	725,492	364,359	99%	361,133	-	na
Contractual Obligations	968	12,000	(92%)	(11,032)	-	na
Intergovernmental-SWEF		6,189,664	(100%)	(6,189,664)	6,343,105	-
Intergovernmental-OIH		2,276,181	(100%)	(2,276,181)	3,500,000	-
Intergovernmental- Cumm School		500,000	(100%)	(500,000)	550,000	-
Education	19,237,433	\$18,731,739	3%	505,694	31,296,642	61%
Subtotal	\$45,810,672	\$51,659,267	(11%)	\$ (5,848,595)	\$ 51,012,079	90%
Total General Fund Expenses	\$65,344,216	\$71,135,116	(8%)	\$ (5,790,900)	\$ 79,773,988	82%

Capital Investments

Maintaining and improving the infrastructure

FY2021 YTD Top 15 Capital Projects

Expenditures for Nine Months Ended March 31, 2021

Description	2021 Actual
A18/'19 IMPROVE STMWATER SYS	\$ 814,638.59
A10'20 ISLANDWIDE ROAD MAINT	\$ 731,050.20
A10'20 SEASONL EMP HSING MAINT	\$ 465,340.59
A11/2016 FIRE STATION	\$ 384,594.66
A10'20 BUY NEW AMBULANCE	\$ 319,433.59
A10'20 COBBLESTONE RDS REPAIR	\$ 250,000.00
A10/2016 REPAIRS 16 BROAD ST	\$ 231,473.90
A10'20 IMPROVE SIDEWALKS	\$ 193,226.65
A10'20 COASTAL RESILNCY PLANNG	\$ 159,493.33
A10'20 TRAILER4MUNI SPACE/MEET	\$ 158,969.11
A10/2017 SIDEWALKS REPAIR	\$ 144,042.03
A10'20 REPAIR MUNICIPAL ROOFS	\$ 131,139.00
A10'20 REPLACE ENGINE 7	\$ 123,270.00
A10'21 PHASED SIDEWALK IMPROVE	\$ 120,082.95
A10'20 TOWNWIDE MULTIUSE PATHS	\$ 119,811.24

Financing Activity

How much do we owe?

The Town's Credit Rating

- External credit ratings have a direct influence on the Town's ability to:
 - Minimize borrowing costs
 - Successfully borrow funds to complete the improvement and construction of long-term assets and the Town's infrastructure
- In October 2018, Moody's affirmed the Town's rating of AAA- the highest rating on the municipal credit rating scale - and reaffirmed a positive outlook.
- In October 2016, Standard & Poor's initiated coverage on the Town of Nantucket's general obligation debt in a report establishing a AA rating. There has been no new rating since this initial report.

Type of Bond Issued	Moody's Rating	Standard & Poor's Rating
General Obligation	AAA	AA

Investment Report

How safe is our money?

Equity Markets - Review

Equity markets performed well in the 1st quarter of the calendar year, with continued optimism surrounding the Covid pandemic and economic recovery.

Following a month of sporadic volatility to start the year, February and March provided strong positive returns for stocks.

Overall for the quarter the S&P 500 returned 6.17%. The 21 Legal List stocks outperformed the broader index, returning 7.3%.

Fixed Income - Review

Part of the stock market's optimism was the passing of another round of fiscal stimulus, most recently totaling \$1.9 trillion.

While this may be a positive development for economic growth and stock prices in 2021, expectations for inflation and higher interest rates have pressured Fixed Income prices in recent months.

After ending 2020 at 0.92%, the 10 Year Treasury yield swiftly rose throughout the quarter, ending March at 1.75%

Strategy Outlook

Equity allocations have benefited overall portfolio strategies, as economic improvement in 2021 has begun. We continue to favor making allocations to Legal List equities for Long Term funds.

For the first time since 2016-2018, Fixed Income investors are experiencing price volatility as interest rates climb higher.

As we've expected longer-term Treasury rates to move higher since last quarter, our Fixed Income positions have focused on shorter maturities (2-3 Years), which has helped minimize price fluctuations.

Advisory Fees - 01/1/2021 – 03/31/2021

Pooled Trust: \$7,454.14

OPEB: \$2,952.31

Airport Stab: \$109.04



Wannacomet Water Enterprise Fund

*Quarterly Financial Report
Third Fiscal Quarter Ended
March 31, 2021*



Table of Contents

Wannacomet Water Financial Highlights.....	1
Wannacomet Water Summary	2
Wannacomet Water Revenue Chart.....	3
Revenues for most recent quarter.....	4,5
Wannacomet Water Expenses Chart.....	6
Expenses for most recent quarter.....	7,8

Wannacomet Water Financial Highlights

Wannacomet Water Revenues

Revenue for the nine months of FY2021 was up 13% (+653K) compared to the same period last year. Revenue collected exceeded the estimated budgeted revenue by \$1.2M, which is an increase of 25%.

Water Use Fees were up over \$443K, a 10% increase over YTD FY2020. Water Connection Fee revenue was up over 39% from the nine months of FY2020, an increase of \$224K.

Wannacomet Water Expenses

Operating expenses, excluding Debt Service for the nine months of FY2021 were down 8% compared to last year and made up 67% of the annual budget. “Other Supplies” includes miscellaneous expenses on supplies, tools and equipment. These expenses decreased 79% over FY2020 YTD. Repairs and maintenance expenditures increased more than \$80K over the same nine month period due to several service repairs.

Debt service finished the nine month period up 1% compared to last year and amounted to 94% of the annual budget allocation.

Wannacomet Water Summary

TOWN OF NANTUCKET WANNACOMET WATER COMPANY

Operating Revenues and Expenses for the Nine Months Ended Mar 31, 2021

	Budget	Nine Months Ended Mar 31	
	FY2021	FY2021	FY2020
		Actuals	Actuals
Revenue	\$ 4,605,000	\$ 5,765,638	\$ 5,112,632
Expenses	5,643,909	4,424,379	4,595,047
Net Earnings	(1,038,909)	1,341,259	517,585
Transfer from Retained Earnings	1,023,103	1,023,103	225,000
NET EARNINGS AFTER RETAINED EARNINGS TRANSFER	\$ (15,806)	\$ 2,364,362	\$ 742,585
Retained Earnings			
NET SOURCES / (USES)			
Article #- GF Subsidy	\$ -	\$ -	\$ -
Encumbrance Carryforwards	15,806	12,805	48,863
FinCom GF Reserve Fund Transfer	-	-	-
SURPLUS / (DEFICIT)	\$ 0	\$ 2,377,167	\$ 791,448

Certified Retained Earnings as of July 01, 2020 \$ 3,876,712

Plus: Current Surplus (Less Current Deficit) as of Mar 31, 2021 \$ 2,377,167

Projected Balance as of Mar 31, 2021 ⁽¹⁾⁽²⁾ \$ 6,253,879

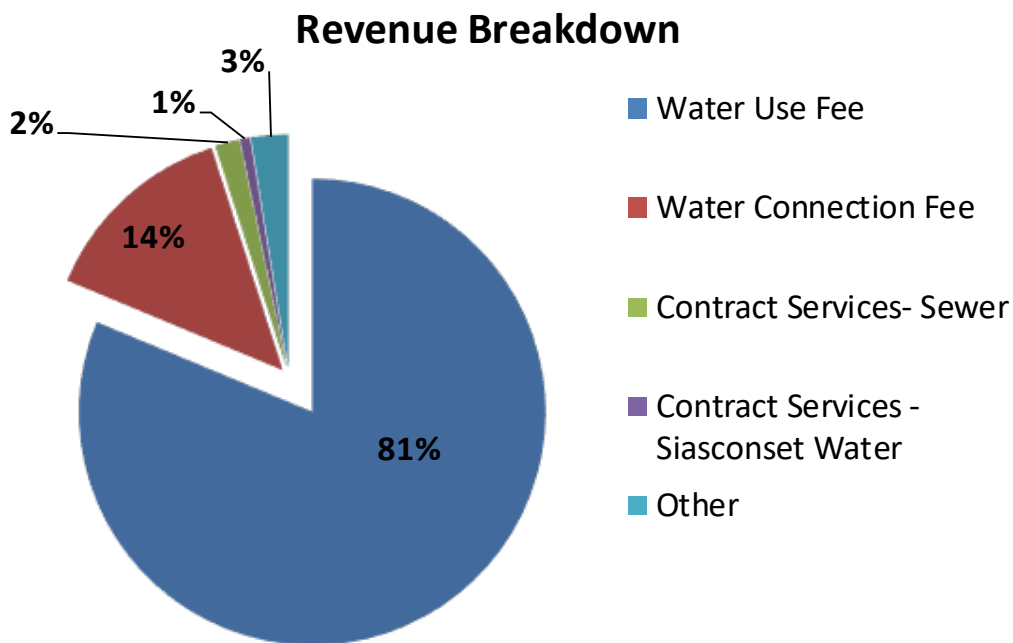
(1) Revenues remain a projection, until certified by the the Department of Revenue, therefore this is only a projection as of this point in time, until Retained Earnings go through the Certification process.

(2) Actual balance will be lower due to encumbrances that are carried forward

Wannacomet Water Revenues

Where does the money come from?

FY2021 Top Revenue Sources - YTD





Wannacomet Water Revenues

Operating Revenue for Quarter Ended Mar 31, 2021

REVENUE	Quarter Ended Mar 31		QTR/QTR		FY2021 Budget		% of Budget Used
	FY2021	FY2020	\$ Change	% Change	Annual w/ Carryfwd		
Water Use Fee	\$ 937,688	\$ 807,936	\$ 129,752	16%	\$ 3,965,600		118%
Water Connection Fee	206,439	217,358	(10,919)	(5%)	250,000		318%
Cross Connection Device Test Fee	2,100	7,350	(5,250)	(71%)	37,500		59%
Late Payment Service Fee	7,086	8,120	(1,034)	(13%)	34,800		104%
Rental Income	12,150	12,150	-	0%	48,600		75%
Water Sales	-	-	-	na	-		na
Interest on Investments	3,871	14,795	(10,924)	(74%)	30,000		50%
Contract Services- Sewer	63,592	41,214	22,378	54%	125,000		78%
Revenue- Outside Billing	902	1,225	(323)	(26%)	3,500		36%
Contract Services- Siasconset Water	20,000	20,000	-	0%	80,000		50%
Transfer Fee	11,700	5,900	5,800	98%	30,000		121%
Premium Revenue on Debt	-	-	-	na	-		na
Total Revenue*	\$ 1,265,528	\$ 1,136,049	\$ 129,480	11%	\$ 4,605,000		125%

OTHER FINANCING SOURCES	FY2021	FY2020	\$ Change	% Change	Annual w/ Carryfwd	% of Budget Used
General Fund Subsidy	\$ -	\$ -	\$ -	na	\$ -	na
General Fund Free Cash Subsidy	-	-	-	na	-	na
Use of Certified Retained Earnings - Operations	-	-	-	na	1,023,103	0%
FY2020 Encumbrance Carryforward	-	-	-	na	15,806	81%
Total Other Financing Sources	\$ -	\$ -	\$ -	na	\$ 1,038,909	1%

TOTAL REVENUE AND OTHER FINANCING	\$ 1,265,528	\$ 1,136,049	\$ 129,480	11%	\$ 5,643,909	102%
--	---------------------	---------------------	-------------------	------------	---------------------	-------------

*Note: Governments operate on a budgetary basis; therefore revenue earned in excess of the certified budget is not available to offset expenditures in the current fiscal year. Excess revenue and expenditure turnbacks must go through the State of Massachusetts retained earnings certification process before they can be appropriated at a subsequent annual and/or special town meeting. Once certified, retained earnings can only be appropriated at an annual and/or special town meeting.



Wannacomet Water Revenues

Operating Revenue for Nine Months Ended Mar 31, 2021

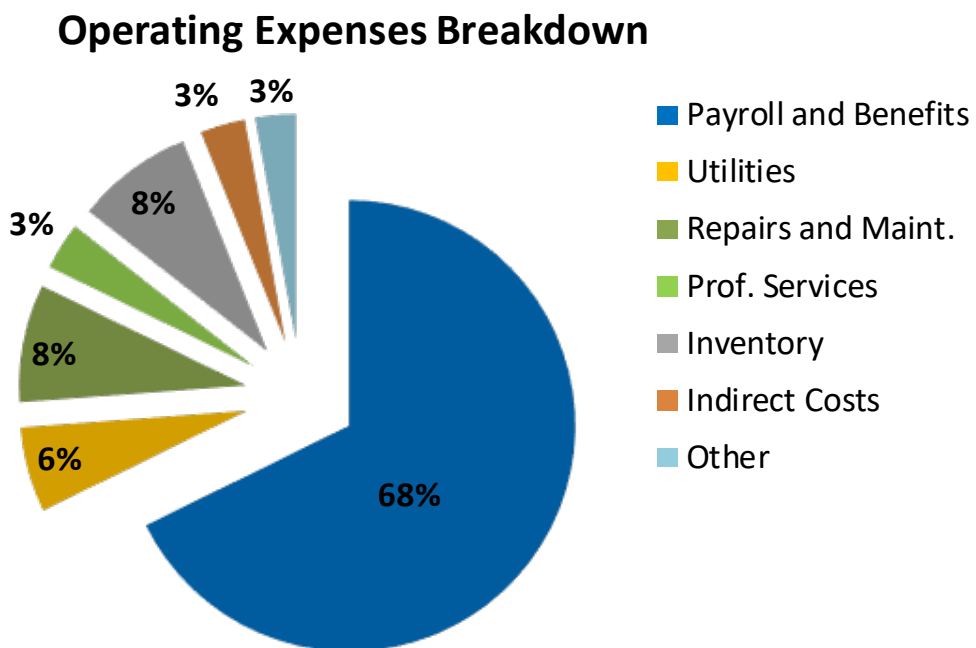
REVENUE	Nine Months Ended Mar 31		YTD/YTD		FY2021 Budget		% of Budget Used
	FY2021	FY2020	\$ Change	% Change	Annual w/ Carryfwd		
Water Use Fee	\$ 4,686,356	\$ 4,243,282	\$ 443,073	10%	\$ 3,965,600		118%
Water Connection Fee	794,437	570,497	223,940	39%	250,000		318%
Cross Connection Device Test Fee	22,200	30,724	(8,524)	(28%)	37,500		59%
Late Payment Service Fee	36,044	31,303	4,741	15%	34,800		104%
Rental Income	36,450	36,450	-	0%	48,600		75%
Water Sales	-	-	-	na	-		na
Interest on Investments	15,130	39,805	(24,674)	(62%)	30,000		50%
Contract Services- Sewer	97,399	97,518	(118)	(0%)	125,000		78%
Revenue- Outside Billing	1,252	1,925	(673)	(35%)	3,500		36%
Contract Services- Siasconset Water	40,000	40,000	-	0%	80,000		50%
Transfer Fee	36,370	21,129	15,241	72%	30,000		121%
Premium Revenue on Debt	-	-	-	na	-		na
Total Revenue*	\$ 5,765,638	\$ 5,112,632	\$ 653,005	13%	\$ 4,605,000		125%
OTHER FINANCING SOURCES	FY2021	FY2020	\$ Change	% Change	Annual w/ Carryfwd		% of Budget Used
General Fund Subsidy	\$ -	\$ -	\$ -	na	\$ -		na
General Fund Free Cash Subsidy	-	-	-	na	-		na
Use of Certified Retained Earnings - Operations	-	-	-	na	1,023,103		0%
FY2020 Encumbrance Carryforward	12,805	48,863	(36,058)	(74%)	15,806		81%
Total Other Financing Sources	\$ 12,805	\$ 48,863	\$ (36,058)	(74%)	\$ 1,038,909		1%
TOTAL REVENUE AND OTHER FINANCING	\$ 5,778,442	\$ 5,161,495	\$ 616,947	12%	\$ 5,643,909		102%

*Note: Governments operate on a budgetary basis; therefore revenue earned in excess of the certified budget is not available to offset expenditures in the current fiscal year. Excess revenue and expenditure turnbacks must go through the State of Massachusetts retained earnings certification process before they can be appropriated at a subsequent annual and/or special town meeting. Once certified, retained earnings can only be appropriated at an annual and/or special town meeting.

Wannacomet Water Expenses

Where does the money go?

FY2021 Operating Expense Breakdown -YTD





Wannacomet Water Expenses

Operating Expenses for Quarter Ended Mar 31, 2021

OPERATING EXPENSES WITHOUT DEBT	Quarter Ended Mar 31		QTR/QTR		FY2021 Budget	% of Budget Used
	FY2021	FY2020	\$ Change	% Change	Annual w/ Carryfwd	
Payroll - Salary \$	283,807	\$ 373,987	\$ (90,180)	(24%)	\$ 1,298,041	72%
Medicare P/R Tax Expense	3,936	5,236	(1,300)	(25%)	17,900	72%
Medical Insurance	73,221	74,507	(1,286)	(2%)	317,000	72%
Barnstable County Retirement	300,610	-	300,610	na	280,125	107%
Utilities	37,477	29,232	8,244	28%	207,818	64%
Repairs & Maintenance	26,498	34,754	(8,257)	(24%)	224,000	82%
Professional Services	17,036	49,125	(32,089)	(65%)	214,500	34%
Inventory	46,608	36,137	10,471	29%	225,000	81%
General Insurance	-	-	-	na	132,890	0%
Other Supplies	4,021	7,569	(3,548)	(47%)	52,000	28%
Travel	4,930	4,589	341	7%	26,000	41%
Indirect Costs	23,250	23,250	-	0%	93,000	75%
Other	18,299	17,388	911	5%	167,954	22%
Total Expenditures - Excluding Debt Service	\$ 839,692	\$ 655,774	\$ 183,917	28%	\$ 3,256,228	67%
DEBT SERVICE	FY2021	FY2020	\$ Change	% Change	Annual w/ Carryfwd	% of Budget Used
Principal \$	40,000	\$ 50,000	\$ (10,000)	(20%)	\$ 1,785,000	100%
Interest	126,498	121,960	4,538	4%	602,681	76%
Issuance Costs	-	-	-	na	-	na
BAN Costs, Principal, Interest	-	-	-	na	-	na
Other	-	-	-	na	-	na
Total Debt Service	\$ 166,498	\$ 171,960	\$ (5,463)	(3%)	\$ 2,387,681	94%
TOTAL OPERATING EXPENSES AND DEBT SERVICE	\$ 1,006,189	\$ 827,734	\$ 178,455	22%	\$ 5,643,909	78%
Target Debt Service to Total Expense Ratio	12%	12%				
Actual Debt Service to Total Expense Ratio	17%	21%				

*Note: Governments operate on a budgetary basis; therefore revenue earned in excess of the certified budget is not available to offset expenditures in the current fiscal year. Excess revenue and expenditure turnbacks must go through the State of Massachusetts retained earnings certification process before they can be appropriated at a subsequent annual and/or special town meeting. Once certified, retained earnings can



Wannacomet Water Expenses

Operating Expenses for Nine Months Ended Mar 31, 2021

	Nine Months Ended Mar 31		YTD/YTD		FY2021 Budget	% of Budget Used
OPERATING EXPENSES WITHOUT DEBT	FY2021	FY2020	\$ Change	% Change	Annual w/ Carryfwd	
Payroll - Salary	\$ 934,911	\$ 995,831	\$ (60,921)	(6%)	\$ 1,298,041	72%
Medicare P/R Tax Expense	12,825	14,253	(1,428)	(10%)	17,900	72%
Medical Insurance	229,722	200,349	29,373	15%	317,000	72%
Barnstable County Retirement	300,610	275,905	24,705	9%	280,125	107%
Utilities	132,823	132,939	(116)	(0%)	207,818	64%
Repairs & Maintenance	183,923	104,260	79,663	76%	224,000	82%
Professional Services	73,476	102,260	(28,784)	(28%)	214,500	34%
Inventory	181,620	349,242	(167,622)	(48%)	225,000	81%
General Insurance	-	-	-	na	132,890	0%
Other Supplies	14,401	67,116	(52,714)	(79%)	52,000	28%
Travel	10,698	17,592	(6,893)	(39%)	26,000	41%
Indirect Costs	69,750	69,750	-	0%	93,000	75%
Other	37,695	44,548	(6,853)	(15%)	167,954	22%

Total Expenditures - Excluding Debt Service	\$ 2,182,454	\$ 2,374,046	\$ (191,591)	(8%)	\$ 3,256,228	67%
---	--------------	--------------	--------------	------	--------------	-----

DEBT SERVICE	FY2021	FY2020	\$ Change	% Change	Annual w/ Carryfwd	% of Budget Used
Principal	\$ 1,785,000	\$ 1,731,000	\$ 54,000	3%	\$ 1,785,000	100%
Interest	456,924	490,002	(33,077)	(7%)	602,681	76%
Issuance Costs	-	-	-	na	-	na
BAN Costs, Principal, Interest	-	-	-	na	-	na
Other	-	-	-	na	-	na
Total Debt Service	\$ 2,241,924	\$ 2,221,002	\$ 20,923	1%	\$ 2,387,681	94%

TOTAL OPERATING EXPENSES AND DEBT SERV	\$ 4,424,379	\$ 4,595,047	\$ (170,669)	(4%)	\$ 5,643,909	78%
--	--------------	--------------	--------------	------	--------------	-----

Target Debt Service to Total Expense Ratio	12%	12%
--	-----	-----

Actual Debt Service to Total Expense Ratio	51%	48%
--	-----	-----

*Note: Governments operate on a budgetary basis; therefore revenue earned in excess of the certified budget is not available to offset expenditures in the current fiscal year. Excess revenue and expenditure turnbacks must go through the State of Massachusetts retained earnings certification process before they can be appropriated at a subsequent annual and/or special town meeting. Once



Siasconset Water Enterprise Fund

*Quarterly Financial Report
Third Fiscal Quarter Ended
March 31, 2021*



Table of Contents

‘Sconset Water Financial Highlights.....	1
‘Sconset Water Summary	2
‘Sconset Water Revenues.....	3
Revenues for most recent quarter.....	4,5
‘Sconset Water Expenses.....	6
Expenses for most recent quarter.....	7,8

‘Sconset Water Financial Highlights

‘Sconset Water Revenues

Water use revenue for the nine months of FY2021 was up 16% (+\$119K) compared to the same period last year. Revenue collected exceeded the estimated budgeted revenue by \$131K.

‘Sconset Water Expenses

Operating expenses, excluding Debt Service for the nine months of FY2021 were down 16% compared to last year and made up 35% of the annual budget. This decrease can be attributed to the reduction of Repairs & Maintenance, Professional Services and Field Work expenses.

Debt service finished the nine month period down \$11K (-2%) compared to last year and amounted to 89% of the annual budget allocation.

'Sconset Water Summary

**TOWN OF NANTUCKET
SIASCONSET ENTERPRISE FUND
Operating Revenues and Expenditures for the Nine Months Ended Mar 31, 2021**

	Budget	Nine Months Ended Mar 31	
	FY2021	FY2021	FY2020
		Actuals	Actuals
Revenue	\$ 753,046	\$ 883,688	\$ 763,873
Expenses	931,870	622,372	659,282
Net Earnings	(178,824)	261,316	104,591
Transfer from Retained Earnings	<u>174,222</u>	<u>174,222</u>	-
NET EARNINGS AFTER RETAINED EARNINGS TRANSFER	\$ (4,602)	\$ 435,538	\$ 104,591
NET SOURCES / (USES)			
Encumbrance Carryforwards	4,602	3,102	3,476
FinCom GF Reserve Fund Transfer	-	-	-
SURPLUS / (DEFICIT)	<u>\$ 0</u>	<u>\$ 438,640</u>	<u>\$ 108,067</u>

Certified Retained Earnings as of July 01, 2020 **\$ 1,217,656**

Plus: Current Surplus (Less Current Deficit) as of Mar 31, 2021 \$ 438,640

Projected Balance as of Mar 31, 2021 (1)(2) \$ 1,656,296

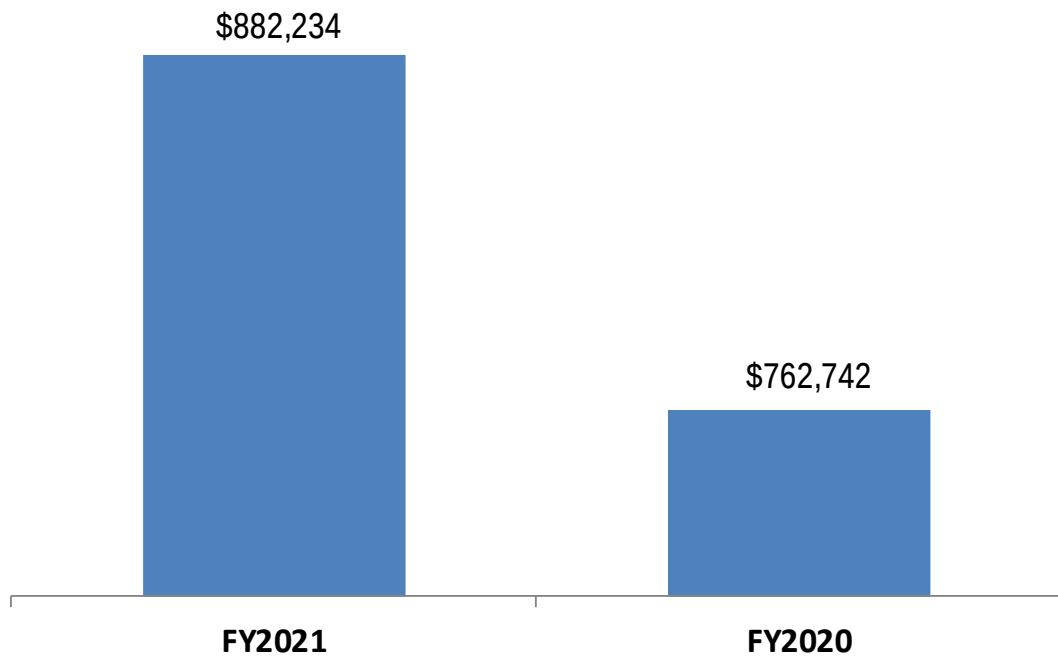
(1) Revenues remain a projection, until certified by the the Department of Revenue, therefore this is only a projection as of this point in time, until Retained Earnings go through the Certification process.

(2) Actual balance will be lower due to encumbrances that are carried forward

'Sconset Water Revenues

Where does the money come from?

Water Use Fee Revenue - FY21 vs. FY20





'Sconset Water Revenues

Operating Revenue for Quarter Ended Mar 31, 2021

REVENUE	Quarter Ended Mar 31		QTR/QTR		FY2021 Budget		% of Budget Used
	FY2021	FY2020	\$ Change	% Change	Annual w/ Carryfwd		
Water Use Fee	\$ 114,909	\$ 81,382	\$ 33,527	41%	\$ 699,000		126%
Water Connection Fee	-	-	-	na	-		na
Rental Fees	-	-	-	na	54,046		0%
Interest on Investments	474	290	184	63%	-		na
Premium Revenue on Debt	-	-	-	na	-		na
Miscellaneous Revenues	-	-	-	na	-		na
Transfer Fee	-	-	-	na	-		na
Total Revenue*	\$ 115,383	\$ 81,672	\$ 33,711	41%	\$ 753,046		117%

OTHER FINANCING SOURCES	FY2021	FY2020	\$ Change	% Change	Annual w/ Carryfwd	% of Budget Used
General Fund Reserve Fund Subsidy \$	-	\$ -	-	na	\$ -	na
General Fund Free Cash Subsidy	-	-	-	na	-	na
Voted Use of Certified Retained Earnings - Operations	-	-	-	na	-	na
FinCom Transfer	-	-	-	na	-	na
FY20 Encumbrance Carryforwards	-	-	-	na	4,602	67%
Total Other Financing Sources	\$ -	\$ -	\$ -	na	\$ 4,602	67%

REVENUE AND OTHER FINANCING SOURCES	\$ 115,383	\$ 81,672	\$ 33,711	41%	\$ 757,648	117%
--	-------------------	------------------	------------------	------------	-------------------	-------------

*Note: Governments operate on a budgetary basis; therefore revenue earned in excess of the certified budget is not available to offset expenditures in the current fiscal year. Excess revenue and expenditure turnbacks must go through the State of Massachusetts retained earnings certification process before they can be appropriated at a subsequent annual and/or special town meeting. Once certified, retained earnings can only be appropriated at an annual and/or special town meeting.



'Sconset Water Revenues

Operating Revenue for Nine Months Ended Mar 31, 2021

REVENUE	Nine Months Ended Mar 31		YTD/YTD		FY2021 Budget		% of Budget Used
	FY2021	FY2020	\$ Change	% Change	Annual w/ Carryfwd		
Water Use Fee	\$ 882,234	\$ 762,742	\$ 119,492	16%	\$ 699,000		126%
Water Connection Fee	-	-	-	na	-		na
Rental Fees	-	-	-	na	54,046		0%
Interest on Investments	1,455	1,132	323	29%	-		na
Premium Revenue on Debt	-	-	-	na	-		na
Miscellaneous Revenues	-	-	-	na	-		na
Transfer Fee	-	-	-	na	-		na
Total Revenue*	\$ 883,688	\$ 763,873	\$ 119,815	16%	\$ 753,046		117%

OTHER FINANCING SOURCES	FY2021	FY2020	\$ Change	% Change	Annual w/ Carryfwd	% of Budget Used
General Fund Reserve Fund Subsidy	\$ -	\$ -	\$ -	na	\$ -	na
General Fund Free Cash Subsidy	-	-	-	na	-	na
Voted Use of Certified Retained Earnings - Operations	-	-	-	na	-	na
FinCom Transfer	-	-	-	na	-	na
FY20 Encumbrance Carryforwards	3,102	3,476	(374)	(11%)	4,602	67%
Total Other Financing Sources	\$ 3,102	\$ 3,476	\$ (374)	(11%)	\$ 4,602	67%

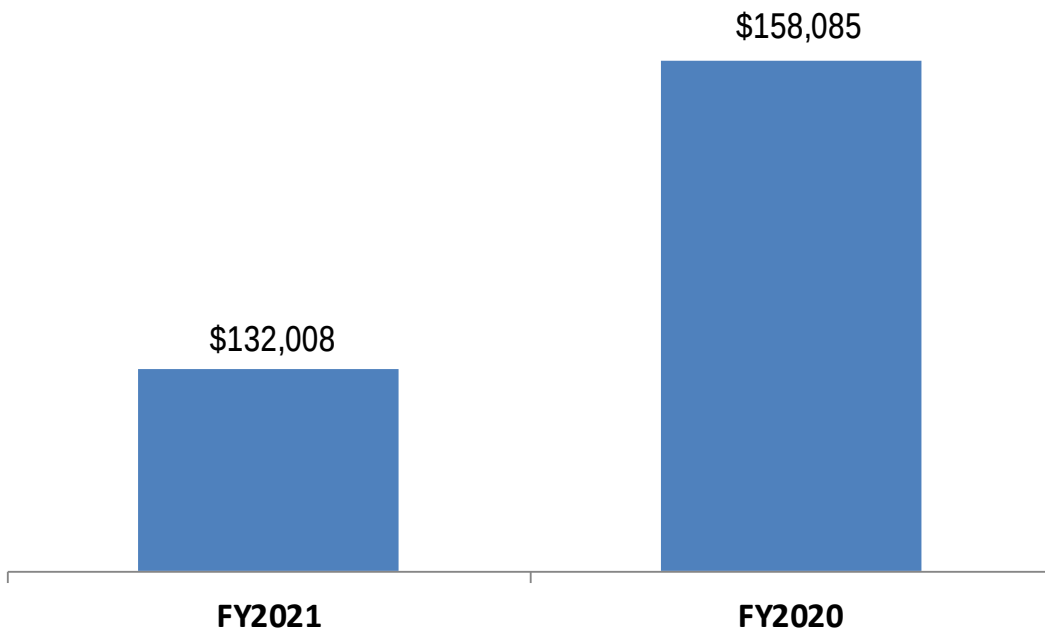
REVENUE AND OTHER FINANCING SOURCES	\$ 886,791	\$ 767,349	\$ 119,441	16%	\$ 757,648	117%
--	-------------------	-------------------	-------------------	------------	-------------------	-------------

*Note: Governments operate on a budgetary basis; therefore revenue earned in excess of the certified budget is not available to offset expenditures in the current fiscal year. Excess revenue and expenditure turnbacks must go through the State of Massachusetts retained earnings certification process before they can be appropriated at a subsequent annual and/or special town meeting. Once certified, retained earnings can only be appropriated at an annual and/or special town meeting.

'Sconset Water Expenses

Where does the money go?

Operating Expenses - FY21 vs. FY20





'Sconset Water Expenses

Operating Expenses for Quarter Ended Mar 31, 2021

OPERATING EXPENDITURES WITHOUT DEBT	Quarter Ended Mar 31		QTR/QTR		FY2021 Budget Annual w/ Carryfwd	% of Budget Used
	FY2021	FY2020	\$ Change	% Change		
Medical Ins. & Pension	\$ 10,342	\$ 11,448	(1,106)	(10%)	\$ 67,801	48%
Utilities	3,293	2,805	488	17%	32,602	60%
Repairs & Maintenance	1,848	128	1,720	1,341%	32,000	6%
Professional Services	22,730	43,245	(20,515)	(47%)	119,100	40%
General Insurance	-	-	-	na	44,000	0%
Other Supplies	-	-	-	na	200	0%
Field Work- Water	-	1,477	(1,477)	(100%)	10,000	23%
Indirect Costs	8,500	8,500	(0)	(0%)	34,000	75%
Other	1,452	902	550	61%	41,244	7%
Total Expenditures - Excluding Debt Service	\$ 48,165	\$ 68,505	\$ (20,340)	(30%)	\$ 380,947	35%
DEBT SERVICE	FY2021	FY2020	\$ Change	% Change	Annual w/ Carryfwd	% of Budget Used
Principal	\$ 55,000	\$ 70,000	(15,000)	(21%)	\$ 400,000	99%
Interest	13,105	14,263	(1,158)	(8%)	150,923	63%
Issuance Costs	-	-	-	na	-	na
BAN Costs, Principal, Interest	-	-	-	na	-	na
Total Debt Service	\$ 68,105	\$ 84,263	\$ (16,158)	(19%)	\$ 550,923	89%
TOTAL OPERATING EXPENSES AND DEBT SERVICE	\$ 116,270	\$ 152,767	\$ (36,497)	(24%)	\$ 931,870	67%
Target Debt Service to Total Expense Ratio	12%	12%				
Actual Debt Service to Total Expense Ratio	59%	55%				

*Note: Governments operate on a budgetary basis; therefore revenue earned in excess of the certified budget is not available to offset expenditures in the current fiscal year. Excess revenue and expenditure turnbacks must go through the State of Massachusetts retained earnings certification process before they can be appropriated at a subsequent annual and/or special town meeting. Once certified, retained earnings can only be appropriated at an annual and/or special town meeting.



'Sconset Water Expenses

Operating Expenses for Nine Months Ended Mar 31, 2021

OPERATING EXPENDITURES WITHOUT DEBT	Nine Months Ended Mar 31		YTD/YTD		FY2021 Budget Annual w/ Carryfwd	% of Budget Used
	FY2021	FY2020	\$ Change	% Change		
Medical Ins. & Pension	\$ 32,270	\$ 26,167	\$ 6,103	23%	\$ 67,801	48%
Utilities	19,516	16,850	2,665	16%	32,602	60%
Repairs & Maintenance	1,848	11,013	(9,165)	(83%)	32,000	6%
Professional Services	47,654	68,782	(21,128)	(31%)	119,100	40%
General Insurance	-	-	-	na	44,000	0%
Other Supplies	-	-	-	na	200	0%
Field Work- Water	2,348	7,009	(4,660)	(66%)	10,000	23%
Indirect Costs	25,500	25,500	0	0%	34,000	75%
Other	2,872	2,764	108	4%	41,244	7%
Total Expenditures - Excluding Debt Service	\$ 132,008	\$ 158,085	\$(26,077)	(16%)	\$ 380,947	35%

DEBT SERVICE	FY2021	FY2020	\$ Change	% Change	Annual w/ Carryfwd	% of Budget Used
Principal	\$ 395,000	\$ 400,000	\$ (5,000)	(1%)	\$ 400,000	99%
Interest	95,364	101,197	(5,833)	(6%)	150,923	63%
Issuance Costs	-	-	-	na	-	na
BAN Costs, Principal, Interest	-	-	-	na	-	na
Total Debt Service	\$ 490,364	\$ 501,197	\$(10,833)	(2%)	\$ 550,923	89%

TOTAL OPERATING EXPENSES AND DEBT SERVICE	\$ 622,372	\$ 659,282	\$(36,910)	(6%)	\$ 931,870	67%
--	-------------------	-------------------	-------------------	-------------	-------------------	------------

Target Debt Service to Total Expense Ratio	12%	12%
Actual Debt Service to Total Expense Ratio	79%	76%

*Note: Governments operate on a budgetary basis; therefore revenue earned in excess of the certified budget is not available to offset expenditures in the current fiscal year. Excess revenue and expenditure turnbacks must go through the State of Massachusetts retained earnings certification process before they can be appropriated at a subsequent annual and/or special town meeting. Once certified, retained earnings can only be appropriated at an annual and/or special town meeting.



Airport Enterprise Fund

*Quarterly Financial Report
Third Fiscal Quarter Ended
March 31, 2021*



Table of Contents

Airport Financial Highlights.....	1
Airport Summary.....	2
Airport Revenue Charts.....	3
Airport Revenue Detail.....	4,5
Airport Expense Detail.....	6,7

Airport Financial Highlights

Airport Revenues

As of Q3 FY2021, total revenue is overall down 18% (\$2.4M) over YTD FY2020. The main drivers are the decrease in our Fuel Revolver Cap from \$5.2M to \$3.5M (decrease of \$1.7M). Additionally, PFC's are down \$369k (71%) and Fee Income is down \$462K (33%) over this time last year due to the impact of the COVID-19 pandemic.

Total operations and enplanements are down 30% and 57% respectively, over this time last year.

Airport Expenses

As of Q3 FY2021, total expense is overall down 26% (\$2.5M) over YTD FY2020. The main driver is the decrease in payroll expenses due to reimbursements from the CARES Act. Total payroll is down 36% (\$1.3M) over this time last year. Nantucket Airport has submitted and been reimbursed a total of \$1,277,090 in CARES Act reimbursements as of this report. An additional \$1.6M in CARES Act funding is currently in process of being reimbursed, however not reflected in the expenses YTD for Q3.

Another main driver in the decrease in expenses YTD is the fuel purchases, which has decreased \$1.2M (33%) over this time last year.

Airport Summary

TOWN OF NANTUCKET
AIRPORT - ENTERPRISE FUND
Operating Revenues and Expenses for the Nine Months Ended Mar 31, 2021

	Budget	Nine Months Ended Mar 31	
	FY2021	FY2021	FY2020
Revenue - Includes Airport Revolving Fund	\$ 9,030,300	\$ 10,876,923	\$ 13,251,926
Expenses - Includes Airport Revolving Fund	9,455,458	7,846,256	10,478,387
Net Earnings	(425,158)	3,030,667	2,773,539
Transfer from Retained Earnings			
Net Earnings after Retained Earnings Transfer	\$ (425,158)	\$ 3,030,667	\$ 2,773,539
Net Sources / (Uses):			
Article #- GF Subsidy	\$ -	\$ -	\$ -
Encumbrance Carryforwards	25,158	6,658	42,291
Fuel Revolver Fund Balance Unavailable for Retained Earnings Calculation	-	(994,727)	(1,435,200)
Transfer from Special Revenue Funds (Fuel Revolver)	-	-	-
Transfer from Passenger Facility Charge Reserve (Retained Earnings)	400,000	400,000	400,000
Transfer from Stabilization Fund	-	-	-
Surplus(Deficit)	(0)	\$ 2,442,598	\$ 1,780,631
Certified Retained Earnings As of July 01, 2020	\$ 2,889,419		
Plus: Current Surplus as of Mar 31, 2021	\$ 2,442,598		
Projected Balance as of Mar 31, 2021 ⁽¹⁾⁽²⁾	\$ 5,332,017		

(1) Revenues remain a projection, until certified by the the Department of Revenue, therefore this is only a projection as of this point in time, until Retained Earnings go through the Certification process.

(2) Actual balance will be lower due to encumbrances that are carried forward

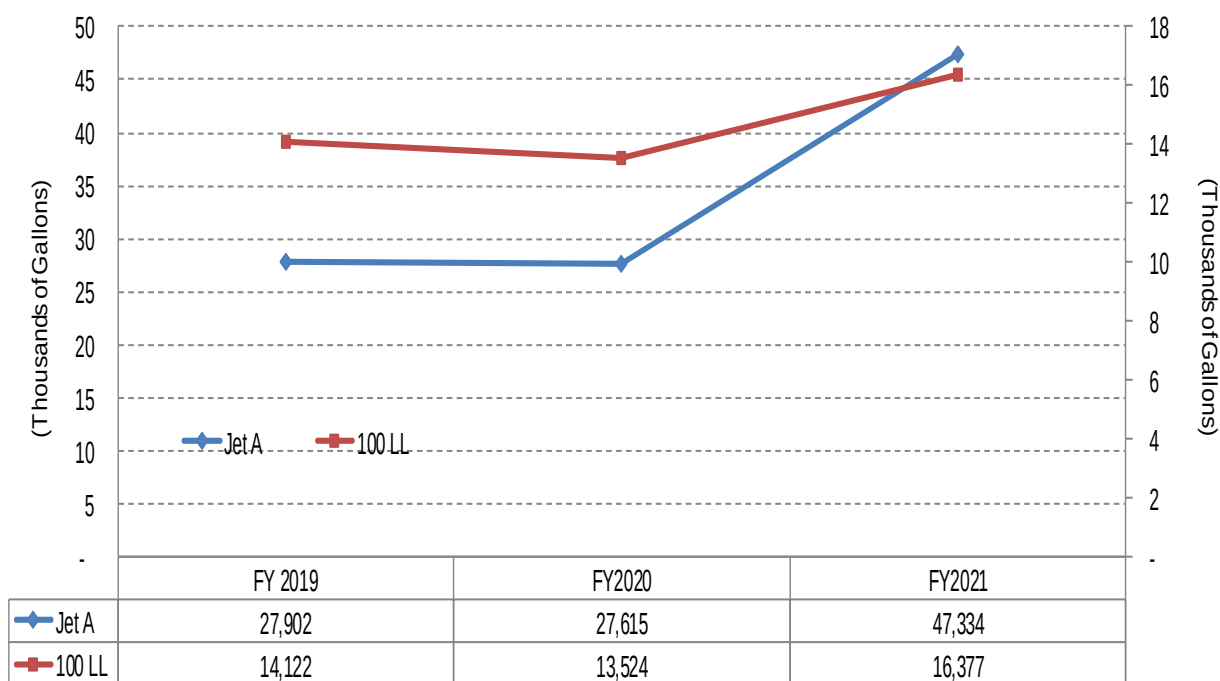
Airport Revenues

Where does the money come from?

Aviation Fuel Revolving Fund - FY2021 vs. FY2020

	FY2021	FY2020
Fuel Sales	\$ 5,114,624	\$ 6,687,052
Less: Fuel Purchases	(2,505,273)	(3,764,800)
Gross Profit	2,609,351	2,922,252
Revolver Purchase Cap *	3,500,000	5,200,000
Less: Purchases	(2,505,273)	(3,764,800)
Unallocable Portion of Gross Profit	994,727	1,435,200
Profit to be Applied to Op Budget	\$ 1,614,624	\$ 1,487,052

Third Quarter Fuel Sales - FY2019 to FY2021





Airport Revenues

Operating Revenue for the Nine Months Ended Mar 31, 2021

REVENUE	Quarter Ended Mar 31		QTR/QTR		FY2021 Budget		% of Budget Used
	FY2021	FY2020	\$ Change	% Change	Annual w/ Carryfwd		
Fixed Base Operations (FBO) \$	131,830	\$ 86,499	\$ 45,331	52%	\$ 1,743,000		154%
Revolver: Fuel Sales	-	-	-	na	3,500,000		100%
JetFuel Sales in Excess of Revolving Fund	269,894	243,084	26,811	11%	458,000		353%
Passenger Facility Charge	23,780	47,685	(23,904)	(50%)	227,000		65%
Rental Income	587,862	475,028	112,834	24%	2,066,000		80%
Fee Income	117,273	109,080	8,193	8%	693,000		133%
Vehicle Income	16,659	5,970	10,689	179%	72,000		99%
Interest on Investments	8,834	21,658	(12,823)	(59%)	25,000		151%
Other Income	25,409	41,048	(15,639)	(38%)	246,300		102%
Total Revenue*	\$ 1,181,542	\$ 1,030,052	\$ 151,490	15%	\$ 9,030,300		120%

OTHER FINANCING SOURCES	FY2021	FY2020	\$ Change	% Change	FY2021 Budget	% of Budget Used
General Fund Subsidy \$	-	\$ -	\$ -	na	\$ -	na
FinCom Transfer	-	-	-	na	-	na
Transfer from Special Revenue Funds (Fuel Revolver)	-	-	-	na	-	na
Transfer from Passenger Facility Charge Reserve (Retained Earnings)	-	-	-	na	400,000	100%
Transfer from Stabilization Fund	-	-	-	na	-	na
Encumbrance Carryforward	-	502	(502)	(100%)	25,158	26%
Fuel Revolver Fund Balance Unavailable for R/E Calculation (YTD Only)	-	-	-	na	-	na
Voted Use of Certified Retained Earnings - Operations	-	-	-	na	-	na
Total Other Financing Sources	\$ -	\$ 502	\$ (502)	(100%)	425,158	(138%)

TOTAL REVENUE AND OTHER FINANCING SOURCES	\$ 1,181,542	\$ 1,030,554	\$ 150,988	15%	\$ 9,455,458	109%
---	--------------	--------------	------------	-----	--------------	------

*Note: Governments operate on a budgetary basis; therefore revenue earned in excess of the certified budget is not available to offset expenditures in the current fiscal year. Excess revenue and expenditure turnbacks must go through the State of Massachusetts retained earnings certification process



Airport Revenues

Operating Revenue for the Nine Months Ended Mar 31, 2021

REVENUE	Nine Months Ended Mar 31		YTD/YTD		FY2021 Budget Annual w/ Carryfwd	% of Budget Used
	FY2021	FY2020	\$ Change	% Change		
Fixed Base Operations (FBO)	\$ 2,676,153	\$ 2,552,524	\$ 123,629	5%	\$ 1,743,000	154%
Revolver: Fuel Sales	3,500,000	5,200,000	(1,700,000)	(33%)	3,500,000	100%
Jet Fuel Sales in Excess of Revolving Fund	1,614,624.20	1,487,052.46	127,572	9%	458,000	353%
Passenger Facility Charge	147,404	516,165	(368,761)	(71%)	227,000	65%
Rental Income	1,653,639	1,617,488	36,151	2%	2,066,000	80%
Fee Income	924,288	1,386,738	(462,450)	(33%)	693,000	133%
Vehicle Income	71,165	114,076	(42,911)	(38%)	72,000	99%
Interest on Investments	37,644	78,195	(40,551)	(52%)	25,000	151%
Other Income	252,004	299,687	(47,683)	(16%)	246,300	102%
Total Revenue*	\$ 10,876,923	\$ 13,251,926	\$ (2,375,003)	(18%)	\$ 9,030,300	120%

OTHER FINANCING SOURCES	FY2021	FY2020	\$ Change	% Change	FY2021 Budget	% of Budget Used
General Fund Subsidy	\$ -	\$ -	\$ -	na	\$ -	na
FinCom Transfer	-	-	-	na	-	na
Transfer from Special Revenue Funds (Fuel Revolver)	-	-	-	na	-	na
Transfer from Passenger Facility Charge Reserve (Retained Earnings)	400,000	400,000	-	0%	400,000	100%
Transfer from Stabilization Fund	-	-	-	na	-	na
Encumbrance Carryforward	6,658	42,291	(35,633)	(84%)	25,158	26%
Fuel Revolver Fund Balance Unavailable for R/E Calculation (YTD Only)	(994,727)	(1,435,200)	440,473	(31%)	-	na
Voted Use of Certified Retained Earnings - Operations	-	-	-	na	-	na
Total Other Financing Sources	\$ (588,068)	\$ (992,909)	\$ 404,840	(41%)	425,158	(138%)

TOTAL REVENUE AND OTHER FINANCING SOURCES	\$ 10,288,854	\$ 12,259,017	\$ (1,970,163)	(16%)	\$ 9,455,458	109%
--	----------------------	----------------------	-----------------------	--------------	---------------------	-------------

*Note: Governments operate on a budgetary basis; therefore revenue earned in excess of the certified budget is not available to offset expenditures in the current fiscal year. Excess revenue and expenditure turnbacks must go through the State of Massachusetts retained earnings certification process



Airport Expenses

Operating Expenses for the Nine Months Ended Mar 31, 2021

OPERATING EXPENSES WITHOUT DEBT	Quarter Ended Mar 31		QTR/QTR		Variance to Budget	% of Budget Used
	FY2021	FY2020	\$ Change	% Change		
Payroll - Salary	\$ 638,407	\$ 801,547	\$ (163,140)	(20%)	\$ 462,129	149%
Medicare P/R Tax Expense	8,954	11,280	(2,326)	(21%)	4,441	129%
Medical Insurance	184,748	213,041	(28,293)	(13%)	72,318	124%
Barnstable County Retirement	601,786	-	601,786	na	376,486	267%
Fixed Based Operations	41,822	50,380	(8,558)	(17%)	8,321	102%
Revolver: Cost of Fuel	173,022	274,089	(101,067)	(37%)	(994,727)	72%
Jet Fuel Expense in Excess of Revolving Fund	-	-	-	na	-	na
Operations	8,118	11,415	(3,296)	(29%)	(55,559)	38%
Service & Maintenance	175,068	202,398	(27,330)	(14%)	(391,948)	52%
Administration	420,091	360,921	59,171	16%	(327,988)	76%
General Insurance	-	-	-	na	(117,556)	33%
Indirect Costs	50,000	50,000	0	0%	(50,000)	75%
Other	-	-	-	na	(310,620)	0%
Total Expenditures - Excluding Debt Service	\$ 2,302,017	\$ 1,975,071	\$ 326,946	17%	\$ (1,324,702)	84%

DEBT SERVICE	FY2021	FY2020	\$ Change	% Change	Variance to Budget	% of Budget Used
Principal	\$ 200,000	\$ 175,000	\$ 25,000	14%	\$ (135,000)	78%
Interest	\$ 32,743	\$ 84,650	(51,907)	(61%)	(112,039)	62%
Issuance Costs	-	-	-	na	-	na
BAN Costs, Principal, Interest	-	-	-	na	(37,461)	42%
Other	-	-	-	na	-	na
Total Debt Service	\$ 232,743	\$ 259,650	\$ (26,907)	(10%)	\$ (284,500)	70%

TOTAL OPERATING EXPENSES AND DEBT SERVICE	\$ 2,534,760	\$ 2,234,721	\$ 300,039	13%	\$ (1,609,202)	83%
--	---------------------	---------------------	-------------------	------------	-----------------------	------------

Target Debt Service to Total Expense Ratio 12% 12%

Current Debt Service to Total Expense Ratio 9% 12%

*Note: Governments operate on a budgetary basis; therefore revenue earned in excess of the certified budget is not available to offset expenditures in the current fiscal year. Excess revenue and expenditure turnbacks must go through the State of Massachusetts retained earnings certification process before they can be appropriated at a subsequent annual and/or special town meeting. Once certified, retained earnings can only be appropriated at an annual and/or special town meeting.



Airport Expenses

Operating Expenses for the Nine Months Ended Mar 31, 2021

OPERATING EXPENSES WITHOUT DEBT	Nine Months Ended Mar 31		YTD/YTD		FY2021 Budget Annual w/ Carryfwd	Variance to Budget	% of Budget Used
	FY2021	FY2020	\$ Change	% Change			
Payroll - Salary	\$ 1,412,289	\$ 2,411,684	\$ (999,394)	(41%)	\$ 950,160	\$ 462,129	149%
Medicare P/R Tax Expense	19,891	34,583	(14,693)	(42%)	15,450	4,441	129%
Medical Insurance	368,718	587,456	(218,738)	(37%)	296,400	72,318	124%
Barnstable County Retirement	601,786	702,699	(100,913)	(14%)	225,300	376,486	267%
Fixed Based Operations	528,641	596,793	(68,152)	(11%)	520,320	8,321	102%
Revolver: Cost of Fuel	2,505,273	3,764,800	(1,259,527)	(33%)	3,500,000	(994,727)	72%
Jet Fuel Expense in Excess of Revolving Fund	-	-	-	na	-	-	na
Operations	34,141	30,722	3,419	11%	89,700	(55,559)	38%
Service & Maintenance	422,848	449,652	(26,804)	(6%)	814,796	(391,948)	52%
Administration	1,065,462	917,612	147,850	16%	1,393,450	(327,988)	76%
General Insurance	57,344	43,367	13,977	32%	174,900	(117,556)	33%
Indirect Costs	150,000	150,000	(0)	(0%)	200,000	(50,000)	75%
Other	-	-	-	na	310,620	(310,620)	0%
Total Expenditures - Excluding Debt Service	\$ 7,166,393	\$ 9,689,368	\$ (2,522,975)	(26%)	\$ 8,491,095	\$ (1,324,702)	84%

DEBT SERVICE	FY2021	FY2020	\$ Change	% Change	Annual w/ Carryfwd	Variance to Budget	% of Budget Used
Principal	\$ 470,000	\$ 530,000	\$ (60,000)	(11%)	\$ 605,000	\$ (135,000)	78%
Interest	\$ 182,324	\$ 245,656	(63,332)	(26%)	294,363	(112,039)	62%
Issuance Costs	\$ -	\$ -	-	na	-	-	na
BAN Costs, Principal, Interest	27,539	13,362	14,177	106%	65,000	(37,461)	42%
Other	-	-	-	na	-	-	na
Total Debt Service	\$ 679,863	\$ 789,019	\$ (109,155)	(14%)	\$ 964,363	\$ (284,500)	70%

TOTAL OPERATING EXPENSES AND DEBT SERVICE	\$ 7,846,256	\$ 10,478,387	\$ (2,632,131)	(40%)	\$ 9,455,458	\$ (1,609,202)	83%
--	---------------------	----------------------	-----------------------	--------------	---------------------	-----------------------	------------

Target Debt Service to Total Expense Ratio	12%	12%
Current Debt Service to Total Expense Ratio	9%	8%



Agenda Item Summary

Agenda Item #	XI. 1.
Date	May 5, 2021

Staff

Tucker Holland, Municipal Housing Director

Subject

Review/Approval of Comment Letter to Department of Housing and Community Development (DHCD) Regarding Habitat for Humanity Nantucket's Local Initiative Program Application for Benjamin Drive Three-Unit Housing Development within the Nantucket Housing Authority's Miacomet Village 40B Development

Executive Summary

As the Board is aware, Habitat for Humanity Nantucket has been working diligently to have all of its units count on the Town's Subsidized Housing Inventory (SHI) going forward. The three-unit development at 9A and 9B Benjamin Drive will be the first Habitat units on Nantucket to count on our SHI and contribute to certification. Because these are being constructed on land that was originally part of the Miacomet Village 40B comprehensive permit, the Habitat project requires a Project Eligibility Letter (PEL). The Department of Housing and Community Development (DHCD) is the subsidizing agency in this case, and so they have provided, per regulations, the opportunity to provide a comment letter as they consider issuing a PEL. We reached out to the relevant Town departments, including Town Counsel, and received no substantive comments, so the comment letter attached reflects that circumstance as well as reiterates the Board's strong support for the project – consistent with the letter of support provided to Habitat in conjunction with their March 12th Local Initiative Program application submission to DHCD.

Staff Recommendation

Recommend approval of the comment letter and authorize the Chair to sign.

Background/Discussion

Please see detail above.

Impact: Environmental ☐ Fiscal ☐ Community ☒ Other ☐

Addressing the housing crisis; Select Board strategic goal around Safe Harbor maintenance.

Board/Commission Recommendation

N/A

Public Outreach

N/A



Attachments

1. March 18 LIP Application SB Support Letter
2. Draft PEL Comment Letter



Town and County of Nantucket Select Board • County Commissioners

Dawn E. Hill Holdgate, Chair
Jason Bridges
Matt Fee
Kristie L. Ferrantella
Melissa Murphy



16 Broad Street
Nantucket, Massachusetts 02554

Telephone (508) 228-7255
Facsimile (508) 228-7272
www.nantucket-ma.gov

C. Elizabeth Gibson
Town & County Manager

March 18, 2021

Ms. Alana Murphy, Deputy Associate Director
Local Initiative Program
Department of Housing & Community Development
100 Cambridge Street, Suite 300
Boston, MA 02114

Re: Habitat for Humanity Nantucket, Inc., Local Initiative Program application for Habitat-Benjamin Drive Project

Dear Ms. Murphy:

Please be advised that at the March 17, 2021 meeting of the Nantucket Select Board, the Board voted unanimously to support the Habitat for Humanity Nantucket, Inc. Local Initiative Program (LIP) application for three affordable homes (one single family and one duplex) to be built at 9A and 9B Benjamin Drive, Nantucket.

With only 4% of our housing stock listed on the Department of Housing & Community Development (DHCD) Subsidized Housing Inventory (SHI), Nantucket is eager to embrace all local plans to create quality affordable housing.

Habitat Nantucket has been an active developer of affordable housing for ownership here on Nantucket since 2001, having built thirteen homes. Habitat's philosophy of constructing affordable homes for ownership provides Nantucket with a valuable alternative to rental solutions. Habitat Nantucket homes are also an integral part of Nantucket's Housing Production Plan. The Town has supported these efforts by providing both building lots and capital and expects to continue to do so.

The Town has worked alongside DHCD with Habitat Nantucket to revise its Family Selection/Applicant Marketing processes to ensure that all future Habitat homes will qualify for inclusion on the SHI list. This Benjamin Drive development is the first project undertaken on this basis.

Sincerely,

Dawn E. Hill Holdgate
Chair, Nantucket Select Board

SIGNATURE
CERTIFICATE



REFERENCE NUMBER
D4640451-CE2A-471E-A3C0-40B1931425C2

TRANSACTION DETAILS	DOCUMENT DETAILS
Reference Number D4640451-CE2A-471E-A3C0-40B1931425C2	Document Name Habitat Lip Supportletter
Transaction Type Signature Request	Filename habitat_lip_supportletter.pdf
Sent At 03/18/2021 11:03 EDT	Pages 1 page
Executed At 03/18/2021 11:04 EDT	Content Type application/pdf
Identity Method email	File Size 54.4 KB
Distribution Method email	Original Checksum f92f4f281a6af5fe7c48922324da13954e28b9aede2c5c87a88a181b341d4d7d
Signed Checksum 57422ae202effe12803498c225f4782eabaeef8b4aef463b9be41f75d9c6962f3	
Signer Sequencing Disabled	
Document Passcode Disabled	

SIGNERS

SIGNER	E-SIGNATURE	EVENTS
Name Dawn Holdgate	Status signed	Viewed At 03/18/2021 11:04 EDT
Email dhillholdgate@nantucket-ma.gov	Multi-factor Digital Fingerprint Checksum 64e9173f5de209c96e09aea567c8c61c5991ded4f338fcb17a42220567f5ef34	Identity Authenticated At 03/18/2021 11:04 EDT
Components 1	IP Address 50.198.114.222	Signed At 03/18/2021 11:04 EDT
	Device Mobile Safari via iOS	
	Drawn Signature 	
	Signature Reference ID 8ED3A71E	
	Signature Biometric Count 52	

AUDITS

TIMESTAMP	AUDIT
03/18/2021 11:03 EDT	Erika Mooney (emooney@nantucket-ma.gov) created document 'habitat_lip_supportletter.pdf' on Chrome via Windows from 208.87.236.201.
03/18/2021 11:03 EDT	Dawn Holdgate (dhillholdgate@nantucket-ma.gov) was emailed a link to sign.
03/18/2021 11:04 EDT	Dawn Holdgate (dhillholdgate@nantucket-ma.gov) viewed the document on Mobile Safari via iOS from 50.198.114.222.
03/18/2021 11:04 EDT	Dawn Holdgate (dhillholdgate@nantucket-ma.gov) authenticated via email on Mobile Safari via iOS from 50.198.114.222.
03/18/2021 11:04 EDT	Dawn Holdgate (dhillholdgate@nantucket-ma.gov) signed the document on Mobile Safari via iOS from 50.198.114.222.

[Town of Nantucket letterhead]

May 5th, 2021

Ms. Catherine Racer
Division of Housing Development
Department of Housing and Community Development
100 Cambridge Street, Suite 300
Boston, MA 02114

Re: Chapter 40 B Comprehensive Permit

Applicant: Habitat for Humanity Nantucket Inc.
Project: Benjamin Drive / 3 homeownership units
Location: 9A and 9B Benjamin Drive, Nantucket, MA
Subsidizing Agency: DHCD

Dear Ms. Racer:

The Select Board ("Board") received your April 2nd, 2021 correspondence regarding the March 12, 2021 application ("Application") by Habitat for Humanity Nantucket, Inc. ("Applicant") to DHCD for a Project Eligibility Letter ("PEL"). We understand the PEL would allow an application to the Nantucket Zoning Board of Appeals ("ZBA") for a Comprehensive Permit under G.L. c.40B for a residential project to be known as Benjamin Drive ("Project"), with 3 homeownership units (all deed restricted at 80% AMI or below) on property located at 9A and 9B Benjamin Drive ("Property"). The Project proposes 1 single family home and 2 duplex units.

On May 5th, 2021, the Select Board voted unanimously to communicate to DHCD that the Project, *as proposed*, is **APPROPRIATE**.

Nantucket has made significant strides in addressing its year-round housing crisis, yet there is still much work to do, and we very much appreciate DHCD's support in a myriad of ways.

Habitat for Humanity Nantucket is a strong local housing organization and we are pleased with the work Habitat has done with DHCD to have all of its future homes, including these, be eligible for inclusion on our SHI list and toward certification. The Project is anticipated to contribute to our next period of Safe Harbor as we continue our march toward meeting the 10% requirement.

We have no substantive comments on the Project other than to say it should comply with all requirements of the permit issued by the Zoning Board of Appeals.

If we can provide any additional information that would be helpful, please advise.

Sincerely,

DRAFT

page 1 of 2

Dawn Hill Holdgate, Chair
Nantucket Select Board

cc: Libby Gibson, Town Manager
Joe Grause, Habitat for Humanity Nantucket
Tucker Holland, Municipal Housing Director
Gerry Kenneally, Habitat for Humanity Nantucket
George Pucci, Town Counsel

DRAFT



Agenda Item Summary

Agenda Item #	XI. 2.
Date	5/5/2021

Staff

Erika D. Mooney, Operations Administrator

Subject

Annual Committee Appointments –Review of Draft Policy Statement and Procedures for Appointments to Committees, Commissions, Boards

Executive Summary

The Select Board reviewed the proposed draft Policy Statement and Procedures for Appointments to Committees, Commissions, Boards at its April 14, 2021 meeting, and decided to hold off on action to allow the Board and the community more time for review. The draft policy/procedures document was uploaded to the website on April 20, 2021. To date, one person has submitted suggested edits to the document, which are incorporated in the draft in the Board's May 5, 2021 agenda packet.

Staff Recommendation

Recommend reviewing the draft Policy Statement and Procedures for Appointments to Committees, Commissions, Boards and determining if it is ready for adoption.

Background/Discussion

The Board started discussing changes to its committee appointment process at its 8/5/2020 meeting. The draft takes into consideration suggestions from members of the public at that time to improve the committee appointment process.

Impact: Environmental ☐ **Fiscal** ☐ **Community** ☒ **Other** ☐

The Policy Statement and Procedures for Appointments to Committees, Commissions, Boards will allow for clear guidelines for the Board in its appointment process and transparency in the process for the public.

Board/Commission Recommendation

N/A

Public Outreach

The draft Policy Statement and Procedures document has been uploaded to the Town website since April 20, 2021.

Connection to Existing Applicable Plan (i.e., Strategic Plan, Master Plan, etc.)

N/A



Attachments

Draft Policy Statement and Procedures for Appointments to Committees, Commissions, Boards as of 4/27/2021

Email from Hillary Hedges Rayport with suggested edits.



NANTUCKET SELECT BOARD

Policy Statement and Procedures for Appointments to Committees, Commissions, Boards

Adopted:

Suggested edits from Hillary Hedges Rayport added 4/27/2021

BASIC GOAL

To encourage active citizen participation and involvement in local government affairs by encouraging local residents with expertise, skills, interest, and energy to seek appointment to the Town's Committees, Boards and Commissions. And, to expand the Town's outreach to its citizens to ensure that we engage as many diverse perspectives as possible to build and encourage awareness, understanding and appreciation through a lens of diversity, equity and inclusion.

POLICIES IN SUPPORT OF THE BASIC GOAL

- A. The Town will maintain a recruiting system, known as the Volunteer Talent Bank (Talent Bank), to find and appoint interested local residents who are best qualified by education, training and experience to contribute effectively to the work of the committee, commission or board. To the extent practical, the Select Board shall announce its intention to meet candidates for appointment and allow them to introduce themselves and review their applications no less than two weeks in advance of appointments.
- B. When an announcement is made by the Board regarding any vacancies, the Board may, ~~at its discretion,~~ request that applicants file a Committee Appointment application. Following a public meeting with the applicant(s) at which the Board may ask questions and/or the applicant may ask questions, a candidate shall be selected in accordance with the following procedure:

RECOMMENDED VOTING PROCEDURES FOR ANNUAL APPOINTMENTS

1. The Board reviews a list of openings for annual appointments with a committee appointment timeline in early April.
2. In mid-April, members of committees, commissions, boards whose terms are expiring are notified and asked if they would like to apply for reappointment. Incumbent Committee Interest Forms are mailed to all of these members and they are asked to respond in writing to indicate if they request re-appointment, or not. Incumbents need to meet the same deadlines as listed on the committee appointment timeline.
3. Annual committee openings are advertised in the local newspaper for four weeks, as well as on the Town website. Additionally, the openings are announced at the Board's weekly meetings starting in mid-April through the end of May.
4. Applications will be accepted only by the deadlines outlined in the annual Committee Appointments Timeline for all committees, commission and boards.

5. The Select Board holds two meetings to allow applicants to address the Board and review their applications.
6. Committee appointments are made at the last Select Board meeting of June, which date shall be at least one week after the names and applications of all applicants have been made public.
 - a. At this meeting, the Select Board may appoint, by majority vote, a candidate to fill any seat. Or, the Select Board, at its discretion, may elect to use a paper ballot voting procedure, or vote by e-mail if the Select Board meeting is held virtually.
 - b. The Chair shall ask Board members to submit their written choices for appointment (or to e-mail their choices for appointment to Town Administration in real time if meeting virtually). Each Board member writes their own name on a slip of paper, and then writes down their vote for the applicant(s) and passes their paper ballot directly to the Chair without other members viewing the ballot.
 - c. The Chair reads the paper ballot votes and notes which Board member cast the votes. If meeting virtually, Town Administration staff will read the results into the record, and after announcing how each Board member votes, staff will ask that Board members verbally confirm their votes.
 - d. The candidate(s) with the majority of votes will be appointed.
 - e. Any committee seats not filled will continue to be posted on the Town website and routinely advertised as vacant.

At its discretion, the Select Board may appoint a candidate to any Commission, Committee or Board even if the candidate is not present for the meeting.

RECOMMENDED VOTING PROCEDURES FOR VACANCIES THROUGHOUT THE YEAR

The Board's intent to fill vacancies will be noted on its regular meeting agenda for at least two weeks and applications of prospective candidates will be included in the Board's agenda packet to allow the Board and the public to review the prospective candidates' credentials. The vacancy will also be advertised in the Inquirer & Mirror for a minimum of two weeks as well as on the Town's website. Applications will be accepted only by a certain deadline for all committees, commission and boards.

1. Immediately following a meeting with candidates for appointment, the Select Board may appoint, by majority vote, a candidate to fill any vacancy. Or, the Select Board, at its discretion, may elect to use a paper ballot voting procedure, or vote by e-mail if the Select Board meeting is held virtually.

2. Immediately following a meeting with candidates for appointment, the Chair shall ask Board members to submit their written choices for appointment (or to e-mail their choices for appointment to Town Administration in real time if meeting virtually). Each Board member writes their own name on a slip of paper, and then writes down their vote for the applicant(s) and passes their paper ballot directly to the Chair without other members viewing the ballot.
3. The Chair reads the paper ballot votes and notes which Board member cast the votes. If meeting virtually, Town Administration staff will read the results into the record, and after announcing how each Board member votes, staff will ask that Board members verbally confirm their votes.
4. The candidate(s) with the majority of votes will be appointed.

At its discretion, the Select Board may appoint a candidate to any Commission, Committee or Board even if the candidate is not present for the meeting.

ADMINISTRATION OF THE VOLUNTEER TALENT BANK

The Town Administration office shall be responsible for the Talent Bank data and all administrative materials, records and processes.

PUBLIC INPUT REGARDING CANDIDATES FOR APPOINTMENT

Any citizen may convey their support or objection of an individual's appointment/ reappointment through written notice to the Town Manager's Office. Town Administration shall forward any written comments concerning appointments/reappointments to the Select Board and to the person cited.

This policy may be amended by the Select Board at any time.

From: [Hillary Hedges Rayport](#)
To: [Erika Mooney](#)
Subject: committee appointments
Date: Tuesday, April 27, 2021 1:45:16 PM

Hi Erika,

I hope this email finds you well. I took a moment to review the draft appointment policy and I have some comments.

Could you share with the board for their consideration?

1. Under “policies in support of the basic goal” B says the appointment application is at the discretion of the board. It seems to me that all applicants should file a committee appointment application, in order to allow the board and the public to be aware of a baseline of information about the applicant and compare qualifications of applicants not known to them. I’m not sure why the application wouldn’t be required and the same for everyone.
2. Also in this section, B, It might be helpful to say “following a [*public*] meeting with the applicant(s)” I know all meetings of the board must be public, but for the avoidance of doubt.
3. I know the intention is some length of time must elapse between when all applications are made public and when a vote takes place. This is not explicit but could be with some additional language: “Committee appointments are made at the last Select Board meeting of June, *which date shall be at least one week after the names and applications of all applicants have been made public.*”
4. Finally, the Planning Commission appoints its own at-large members. Whether or not this is good governance is a topic for another day, but could they at least agree to adopt this appointment policy as well?

Thank you for your consideration, Erika. I hope these comments are helpful.

Best,
Hillary

This email was scanned by Bitdefender

May 2, 2021

TO: Nantucket Select Board

Dawn Hill Holdgate, dhillholdgate@nantucket-ma.gov

Jason Bridges, jmbridges@nantucket-ma.gov

Matt Fee, mfee@nantucket-ma.gov

Krisi Ferantella, kferrantella@nantucket-ma.gov

Melissa Murphy, mbmurphy@nantucket-ma.gov

Cc: Libby Gibson, Town Manager, TownManager@nantucket-ma.gov

Erika Mooney, Operations Director, Emooney@nantucket-ma.gov

FROM: Judith Wegner

RE: Proposed Committee appointment procedure document

Thank you for the opportunity to comment on this document. As you know, I offered extensive comments on the pre-existing policy when the Board considered that policy last summer. As a reminder of my concerns, I have attached my memorandum to the Board dated July 31, 2020.

It appears that the revised policy will include creation of a talent bank as a tool for identifying potential committee members, and will further regularize procedures for board deliberations and appointments.

The proposed policy has a number of flaws, however:

1. What the revised policy does not do is to address the crux of the issue as was evident last summer, namely the need for the Board to be more explicit in the criteria for selection and the information to be secured from candidates for appointments.
2. Indeed, the policy appears to do away with the requirement for written applications, leaving it to the Board's discretion. Applications are important so that members of the public and the Board can evaluate candidate's capacity to fulfill associated responsibilities. Such applications should also require disclosures of possible conflicts of interest so that the Board can evaluate such concerns before making appointments.
3. Nor does the policy reflect any commitment from the Board to fully discuss the rationale for its decisions publicly (rather than reaching decisions based on factors not made known to the public).
4. The requirement that all comments sent to the Select Board be distributed to candidates for appointment is also likely to chill the candor with which comments are submitted, and could be better addressed if public comments were distilled to identify questions for follow up (to be shared with candidates and asked by Select Board members during opportunities for prospective candidates to appear before the Board).

5. The lockstep appointment deadlines create risks for the Board if insufficient qualified candidates are identified or if challenges are raised to prospective Board appointments. These were pressing issues last year and it would seem that the Board would want to avoid them in the future.

Thank you for your consideration.

Sincerely,

A handwritten signature in black ink that reads "Judith Welch Wegner". The signature is fluid and cursive, with the first letters of each name being capitalized and prominent.

Judith Welch Wegner

50 Quidnet Road

Nantucket, MA 02554

judithwegner@gmail.com

(508-228-4270)

(writing in my personal capacity, not as a member of the Planning Board)

July 31, 2020

TO: Members of the Nantucket Select Board
Dawn Hill Holdgate, dhillholdgate@nantucket-ma.gov
Jason Bridges, jmbridges@nantucket-ma.gov
Matt Fee, mfee@nantucket-ma.gov
Krisi Ferantella, kferrantella@nantucket-ma.gov
Melissa Murphy, mbmurphy@nantucket-ma.gov

CC: Libby Gibson, Town Manager, TownManager@nantucket-ma.gov
Erika Mooney, Operations Director, Emooney@nantucket-ma.gov

RE: Discussion of Town Policy Regarding Appointments to Boards, Committees and Commissions

FROM: Judith Welch Wegner

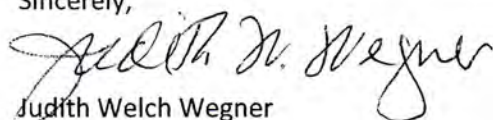
Dear Members of the Select Board:

I am writing as a private citizen to follow up on your recent discussions regarding procedures for appointments to Nantucket boards, committees, and commissions. Thank you for your commitment to review and update related town policies.

I understand that this topic will be discussed at an upcoming Select Board meeting. In order to assist the Board's deliberations I've spent some time examining practices elsewhere and have structured my comments in the form of a draft resolution that (1) provides a comprehensive statement of possible town policy for your consideration; (2) suggests elements to be addressed in a revised handbook, and (3) identifies topics for possible consideration by the Town Government Advisory Committee.

I hope that you will find these comments helpful and encourage you to consider them at your upcoming meeting on related topics.

Sincerely,



Judith Welch Wegner

50 Quidnet Road

Nantucket, MA 02554

(508) 228-4270

judithwegner@gmail.com

DRAFT RESOLUTION (Draft 7/31/2020 JWW7)

WHEREAS, the Nantucket Select Board wishes to strengthen the process of appointing candidates to boards, committees, and commissions under its jurisdiction; and

WHEREAS, the Nantucket Select Board desires to foster more transparent and effective local governance,

NOW, THEREFORE, BE IT RESOLVED:

1. **Policy Statement on Appointments to Nantucket Boards, Committees, Commissions.** The Nantucket Select Board adopts the following policy statement regarding the process of appointing candidates to boards, committees, and commissions under its jurisdiction.

a. Extent of Application.

- i. *[Need to check on and list which boards, committees, and commissions are covered.]*
- ii. *[Need to check whether there are others made by other affiliated entities such as Town Administration and other town boards or other entities that themselves make appointments].*
- iii. *[Also need to check on whether there are appointments by the Nantucket County Commission that need to be covered/ listed].*

b. Guiding Principles. The following principles guide the Select Board's appointment of candidates to Nantucket boards, committees, and commissions:

- i. Candidate Background and Qualifications. The Select Board desires to appoint candidates to appointed boards, committees and commissions based on careful consideration of the following factors:
 - 1) Expertise, experience, and background relevant to the specific responsibilities of the particular board, committee, or commission;
 - 2) Broad perspective about the public interest and commitment to serve the public at large rather than to benefit from personal gain;
 - 3) Sound judgment;

- 4) Diligence in performing duties, including attendance, punctuality, preparation, and completion of assignments;
- 5) Commitment to and experience in working with diverse populations (including racial, economic, gender, LGBTQ, political and other forms of diversity);
- 6) Record of civility, mutual respect for others, and ability to collaborate effectively across divergent views;
- 7) Such other factors as may from time to time be relevant to effective performance as a member of the particular board, committee, or commission.

ii. Select Board Commitments. Prior to making appointments to particular boards, committees, or commissions, all members of the Select Board commit to

- 1) Review the specific responsibilities of each board, committee, or commission to which appointments are to be made;
- 2) Review the information on background and qualifications submitted by each candidate for possible appointment;
- 3) Review questions, comments, and concerns received from community members;
- 4) Disclose and otherwise address any conflicts of interest, including but not limited to those addressed under Massachusetts G.L. Ch. 268A and other pertinent laws and policies that might or might appear to affect their decisions on appointments;
- 5) Follow procedures set forth in this policy in making appointments

c. Candidates: Recruitment and Application

i. Recruitment.

1) *Talent Bank/Applicant Pool.*

- a) *Establishment.* The Select Board hereby establishes the Nantucket Talent Bank/Applicant Pool as a means by which community members may express preliminary interest and provide background information regarding possible future appointment to Nantucket boards, committees, or commissions. Filing an expression of possible interest with the Nantucket Talent Bank/Applicant Pool does not itself constitute an application for appointment, but rather assists the Town and prospective applicants to identify those who may wish to be considered for future

1 appointments and to advise prospective applicants about vacancies as they become
2 available.

3 b) *Notices.* The Town will periodically publish notices on its website and in other
4 appropriate venues inviting applicants to submit initial expressions of interest and
5 background information to the Nantucket Talent Bank/Applicant Pool.

6 c) *Timing of Submissions.* A community member who is potentially interested in
7 serving in an appointed position on a covered board, committee, or commission
8 may file an preliminary expression of interest and initial background information
9 with the Nantucket Talent Bank/Application Pool at any time. Applicants submitting
10 information through this mechanism may identify the boards, committees, and
11 commissions in which they have special interest and relevant background, and
12 provide other information as specified in this policy. If prospective applicants
13 subsequently seek appointment to a board, committee, or commission, they will be
14 required to complete a full updated version of the relevant application form.

15 d) *Periodic Canvass of Ongoing Interest.* On at least a yearly basis, at the time when
16 the Notice of Upcoming Vacancies is published, town staff will contact community
17 members who have previously submitted initial expressions of interest and related
18 information to the Nantucket Talent Bank/Applicant Pool to inquire whether they
19 wish to be considered for specific upcoming vacancies and if so to advise them how
20 to submit an application.

21 e) *Duration of Inclusion.* Expressions of interest and related submissions to the
22 Nantucket Talent Bank/Application Pool will be retained on file for a period of three
23 years from the date of initial submission, unless withdrawn or resubmitted for an
24 additional period.

25
26 2) Notice to eligible incumbents

27
28 a) *Notice and Timely Application.* At least three calendar weeks prior to the
29 publication of a notice of upcoming vacancies, Town staff will contact incumbents in
30 appointed positions who are eligible for reappointment and invite them to submit
31 applications for reappointment using the pertinent application form. Applications
32 from incumbents are expected to be submitted to Town staff no later than two

1 calendar weeks from the date on which Town staff contact incumbents about their
2 potential interest in reappointment, if incumbents wish to be listed as an incumbent
3 on the related Notice of Upcoming Vacancies

- 4 b) *Listing as Incumbent.* In the event that an eligible incumbent submits a timely and
5 complete application for reappointment, the incumbent's name will be listed with
6 the designation of "incumbent" on the list of upcoming vacancies published by the
7 Town as set forth in this policy.

8
9 3) Notice of Upcoming Vacancies.

- 10 a) *Official Notice.* In addition to maintenance of the Nantucket Talent Bank/Applicant
11 Pool, the Select Board will cause to be published on its website, through local news
12 media, and other venues a Notice listing upcoming vacancies for which
13 appointments are to be made.
- 14 b) *Content and Due Dates.* The Notice will also address due dates for applications and
15 information about the application process.
- 16 c) *Repeated Publication.* Publication of such notice will occur at least twice, at two-
17 calendar-week intervals, prior to the commencement of review of potential
18 appointees.

19
20 4) Limitation on Eligibility to Candidates with Complete and Timely Applications. Only
21 applicants who have filed complete and timely applications may be considered for
22 appointment.

23
24 5) Insufficient Qualified Candidates.

- 25 a) *Insufficient Qualified Candidates at Time of Routine Appointments.* In the event that
26 insufficient qualified applications are submitted by the time set for closing of
27 applications, a subsequent canvass of potential applicants included in the Nantucket
28 Talent Bank/Applicant Pool will be conducted and if necessary a subsequent notice
29 of upcoming vacancies will be conducted in order to fill a vacancy.
- 30 b) *Ongoing Lack of Qualified Candidates.* If there is an ongoing lack of qualified
31 candidates for appointment, notwithstanding efforts to secure additional
32 candidates as indicated in this section, the Select Board will consider whether the

board, committee, or commission should continue in operation with an ongoing vacancy or whether action should be taken to consolidate or abolish the board, committee, or commission.

ii. Application Form. All applicants for appointment to boards, committees, or commissions under the jurisdiction of the Select Board will complete a formal application that asks them to

- 1) provide contact information,
- 2) provide information on educational background, history of employment, or other use of time (including volunteerism, assistance to family members, or other activities).
- 3) explain basis for interest in serving on the board, committee, or commission for which application is filed,
- 4) respond to qualifications and background criteria as set forth in the “guiding principles” portion of this policy and any other specific state or local requirements applicable to the position for which appointment is sought,
- 5) address any potential actual or perceived conflict of interest (including those relating to financial interests and relationships to others employed by the town in areas relating to the position for which appointment is sought),
- 6) summarize information on prior service and history on boards, committees, commissions, or similar entities on Nantucket or elsewhere,
- 7) comment on ability to serve given time demands and competing obligations or commitments,
- 8) offer any additional information the applicant wishes to have considered.

b. Appointment process

i. Timing

- 1) *Annual Appointment Schedule*. Ordinarily, appointments are made commencing during the month of April, with appointments taking effect on July 1.
- 2) *Additional Appointments*. On rare occasions, the Select Board may make appointments at other times of the year, should a vacancy arise mid-year, when deemed necessary and important, and in doing so will follow the procedures set forth in this policy statement.

1 ii. Hearings.

2 1) *Hearings Required.* The Select Board will hold public hearings in order to review
3 candidates for appointment to boards, committees and commissions under its
4 jurisdiction.

5 2) *Purposes of Hearings.* Such public hearings serve several functions, including the
6 following:

- 7 a) providing the Select Board with additional insight about applicants' qualifications
8 through interaction with those applicants;
9 b) allowing the public to offer salient information and ask written questions to be
10 submitted to the Select Board for use in raising questions at public hearings and in
11 evaluating applicants' qualifications; and
12 c) assuring the public that appointments to positions in local government are made in
13 a fair and impartial manner that focuses on candidates' background and
14 qualifications rather than other extraneous factors, and to foster transparency by
15 assuring that deliberations take place in public rather than out of the public eye.

16 3) *Hearing Process*

- 17 a) *Names and Dates.* The Select Board will arrange for names of candidates and dates
18 and times of relevant public hearings to be publicized through the town website,
19 meeting agendas, and other appropriate means so that this information is known at
20 least a week in advance of such hearings;
21
22 b) *Questions and Input from Members of the Public.* Interested members of the public
23 will be invited to assist the Select Board by submitting in writing questions,
24 concerns, or comments about individual candidates for consideration by the Select
25 Board and for the Select Board's use in posing questions to the candidates for
26 appointment during public hearings. Members of the public are encouraged to
27 focus such questions on criteria listed in this policy regarding to candidates'
28 background and qualifications. Questions and comments from the public regarding
29 potential appointments will be transmitted through this system of written questions
30 to be raised at the discretion of members of the Select Board during related

1 hearings, rather than being raised in person by members of the public speaking
2 directly about individual candidates' background and qualifications during hearings.

3
4 c) *Framework for Hearing.* Members of the Select Board will ask each candidate during
5 the pertinent public hearing to address each aspect of their background and
6 qualifications as set forth in this policy and in their application and to respond to
7 further questions, including questions and comments received in writing from
8 members of the public, as individual Select Board members believe warranted.

9
10 d) *Affirmation of Review.* In order to vote to fill a particular vacancy, each member of
11 the Select Board will confirm that they participated in the pertinent public hearing
12 or watched the video of that public hearing.

13
14 4) *Decision process*

15 a) *Discussion of Priorities.* Prior to voting, the Select Board will discuss individual
16 members' views on priorities and considerations in filling specific vacancies, without
17 necessarily discussing individual candidates by name.

18 b) *Individual Ballots and Confirmation.* Members of the Select Board will then
19 individually cast ballots for their preferred candidates and will affirm their votes
20 when read aloud by staff.

21 c) *Ties.* In the event of a tie vote, the Select Board will cast another round of ballots
22 and affirm their votes in a similar fashion.

23
24 5) *Seating of designated candidates*

25 a) *No Vested Interest.* Candidates receiving a majority vote for appointment have no
26 vested interest in such appointment until they have been sworn in by the Town
27 Clerk or his/her designee.

28 b) *Swearing In.* Candidates will be sworn in no sooner than 14 days after the vote of
29 the Select Board identifying them as an appointee-designate.

1
2 2. **Updated Board Handbook.** The Nantucket Select Board commits to work with staff and community
3 members to implement the policy statement on appointments by updating and publishing an
4 updated Board Handbook no later than December 31, 2020. The Board Handbook will include at
5 least the following information:

- 6
- 7 a. Functions and Responsibilities. A clear explanation of the functions and responsibilities for each
8 board, committee, or commission
 - 9 b. Expectations re Attendance. A statement explaining expectations regarding regular attendance,
10 and the consequences of failure to maintain regular attendance;
 - 11 c. Remote Participation. The circumstances under which remote participation in meetings may be
12 allowed;
 - 13 d. Conflict of Interest Requirements. Information on conflict of interest requirements (including
14 those addressed by Massachusetts G.L. Ch. 285A, related to giving and receiving gifts and
15 gratuities, financial interests in contracts, self-dealing and financial interests, appearances
16 before town boards, and codes of conduct), other relevant laws and regulations, and associated
17 resources.
 - 18 e. Recusal. The circumstances in which recusal is required and the nature of recusal;
 - 19 f. Open Meetings and Public Records. Information on open meetings and public records
20 requirements and associated resources;
 - 21 g. Other Town Policies. Information on other town policies and codes of conduct; and
 - 22 h. Other Information. Such other information as the Select Board deems appropriate.
- 23

24 3. **Referral for Issues for Further Consideration.** The Nantucket Select Board will refer to the Town
25 Government Advisory Committee the following questions and request that the Committee consult
26 with community members and civic groups to prepare and submit a report responding to these
27 requests by no later than December 31, 2020.

- 28
- 29 a. Periodic Review. Should the Town and County of Nantucket adopt a system for periodic
30 review of appointed advisory boards, committees, and commissions to determine whether
31 such boards and commissions are functioning effectively, should receive revised charges, be
32 combined, or eliminated?

- 1
- 2 b. Designated Expertise for Some Seats on Some Boards. In order to increase their efficacy in
- 3 carrying out their legal and policy responsibilities, should a certain number of seats on
- 4 specific of town boards, committees, or commissions (other than those involving cross-
- 5 appointments from other boards, committees, or commissions) be designated to be filled by
- 6 individuals with specific professional or personal expertise (for example in environmental
- 7 science, financial practices, housing and real estate, health and safety, or other fields)?
- 8 Should one or more seats be designated for appointment of community members who do
- 9 not have professional or personal expertise in matters within the purview of a particular
- 10 board, committee, or commission in order to guard against conflicts of interest and assure
- 11 broad public perspectives are brought to bear?
- 12
- 13 c. Service by Town and County Employees. Should limits be imposed on the appointment of
- 14 Town employees to particular advisory or regulatory boards, committees, or commissions
- 15 where such boards, committees, or commissions have authority that directly relates to the
- 16 employee's job responsibilities and authority?
- 17
- 18 d. Elected versus appointed. Should members of certain boards, committees, and
- 19 commissions be elected rather than appointed?
- 20
- 21 e. Number of Concurrent Appointments. Should a limit be placed on the number of boards,
- 22 committees, and commissions on which a single individual may be appointed to serve
- 23 contemporaneously (other than by cross-appointment from other government boards as a
- 24 means of fostering coordination), and if so, what limit might be appropriate?
- 25
- 26 f. Term Limits. Should a limitation be placed on the uninterrupted duration of one individual's
- 27 service on a particular board, committee, or commission, and if so, what should that
- 28 duration be, and what waiting period might be appropriate before such individual could be
- 29 appointed to a subsequent term?
- 30

- 1 g. Other Changes. Should other changes be made to current practices regarding appointment
- 2 of individuals to advisory or regulatory boards, committees, and commissions under the
- 3 jurisdiction of the Town or County of Nantucket?

96 total seats
48 if spaced apart

9 seats across x 7 rows

2x7



2x7



1x5

