

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 19, 2021 - 5:00 PM REMOTE PARTICIPATION VIA ZOOM WEBINAR PURSUANT TO GOVERNOR BAKER'S MARCH 12, 2020 ORDER REGARDING OPEN MEETING LAW NANTUCKET, MASSACHUSETTS

YOU TUBE LINK:

<https://youtu.be/Kd1HYuYDp8s>

ZOOM WEBINAR REGISTRATION LINK TO VIRTUALLY ATTEND MEETING:

https://us06web.zoom.us/webinar/register/WN_pTNM-hDKR6mPeEHFWwq0JQ

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 Finance Committee Information Session Regarding Warrant Motions to be Held via Zoom Webinar on Monday, May 24, 2021 at 5:00 PM. YouTube link to view meeting: <https://youtu.be/poJbO08kHLU>.
Registration link to participate as an attendee:
https://us06web.zoom.us/webinar/register/WN_tZCeLKUkQzyjCiLzVplk0w.
4. 2021 Annual Town Meeting is Saturday, June 5, 2021 at 9:00 AM at Nantucket Public Schools Backus Playing Field, Backus Lane (RAIN DATE: Sunday, June 6, 2021 at 9:00 AM).
5. 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, Mondays through Thursdays
 - 9:00 AM to 2:00 PM, FridaysSecond Phase is Surfside Road between Bartlett Road and First Way.
<https://www.nantucket-ma.gov/2106/Surfside-Road-Sewer>

IV. COVID-19 WEEKLY UPDATE

1. Public Comment.
2. Report from Human Services Director.
3. 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 May 12, 2021 at 5:00 PM.
2. Approval of Payroll Warrants for May 16, 2021.
3. Approval of Treasury Warrants for May 19, 2021.
4. Approval of Pending Contracts for May 19, 2021 - as Set Forth on the Spreadsheet Identified as Exhibit 1, Which Exhibit is Incorporated Herein by Reference.

VIII. CITIZEN/DEPARTMENTAL REQUESTS

1. Housing Office: Request for Authorization for Chair to Sign Request Letter for Certification of Housing Production Plan for Submittal to Department of Housing and Community Development.

IX. PUBLIC HEARINGS

1. Public Hearing to Consider Utility Petition from National Grid/Nantucket Electric Company for Plan #30107824 to Install Handhole (HH 109-1), 3" Riser and Approximately 30' of 2-3" Sched 40 PVC Conduit from Pole 109 Across Hummock Pond Road for Service to 245 Hummock Pond Road.
2. Public Hearing to Consider Utility Petition from National Grid/Nantucket Electric Company for Plan #30264278 to Install Handhole (HH 3-2) and Approximately 50' +/- of 2-3" Sched 40 PVC Conduit from Pole 3 Across Sherburne Turnpike for Service to 0 Folger Road.

X. TOWN MANAGER'S REPORT

1. Pre-Season Beach Update.

XI. SELECT BOARD'S REPORTS/COMMENT

1. Review/Adoption of Modified Committee Appointment Process (Continued from April 14, 2021; May 5, 2021).
2. 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.

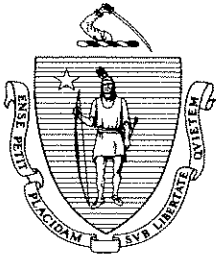
Disclaimer: Public Comment is not a time for debate or response to comments by the Board. Comments made during the Public Comment period do not reflect the views or positions of the Board. Because of constitutional free speech principles, the Board does not have authority to prevent all speech that may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

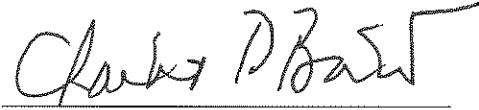
(2) Public bodies are hereby authorized to allow remote participation by all members in any meeting of the public body. The requirement that a quorum of the body and the chair be physically present at a specified meeting location, as provided in G. L. c. 30A, § 20(d) and in 940 CMR 29.10(4)(b), is hereby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

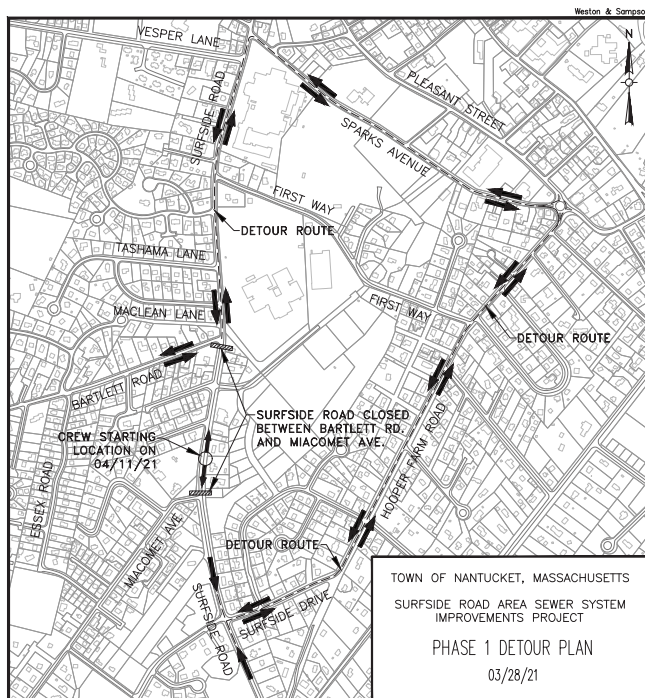
Construction of the Surfside Road Area Sewer System Improvements Project is scheduled to commence on Sunday, April 11, 2021. The scope of work includes the replacement of the Surfside Road Pump Station and the installation of approximately 3,800 linear feet of gravity sewers tributary to the new Surfside 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: May 14, 2021

Weekly Construction Hours:

Monday-Thursday evenings: 4pm-2am

Fridays: 9am-2pm (trench paving)

Current Road Closures:

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

Fridays: Single lane closure during trench paving activities

One Week Look Ahead (5/17 thru 5/21)

- Monday thru Thursday:
 - Continue installation of gravity sewers, progressing north on Surfside Road from #38 Surfside towards Bartlett Road
- Friday:
 - Trench paving

Two Week Look Ahead (5/24 thru 5/28)

- Monday thru Thursday:
 - Continue installation of gravity sewers, progressing north on Surfside Road into Bartlett Road intersection – **Switch to Phase 2 road closure and detour once crew is north of Bartlett Road**
- Friday:
 - Trench paving

Three Week Look Ahead (6/1 thru 6/4)

- Monday thru Thursday:
 - Continue installation of gravity sewers, progressing north on Surfside Road from Bartlett Road towards First Way – **Phase 2 road closure and detour in place**
- 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.

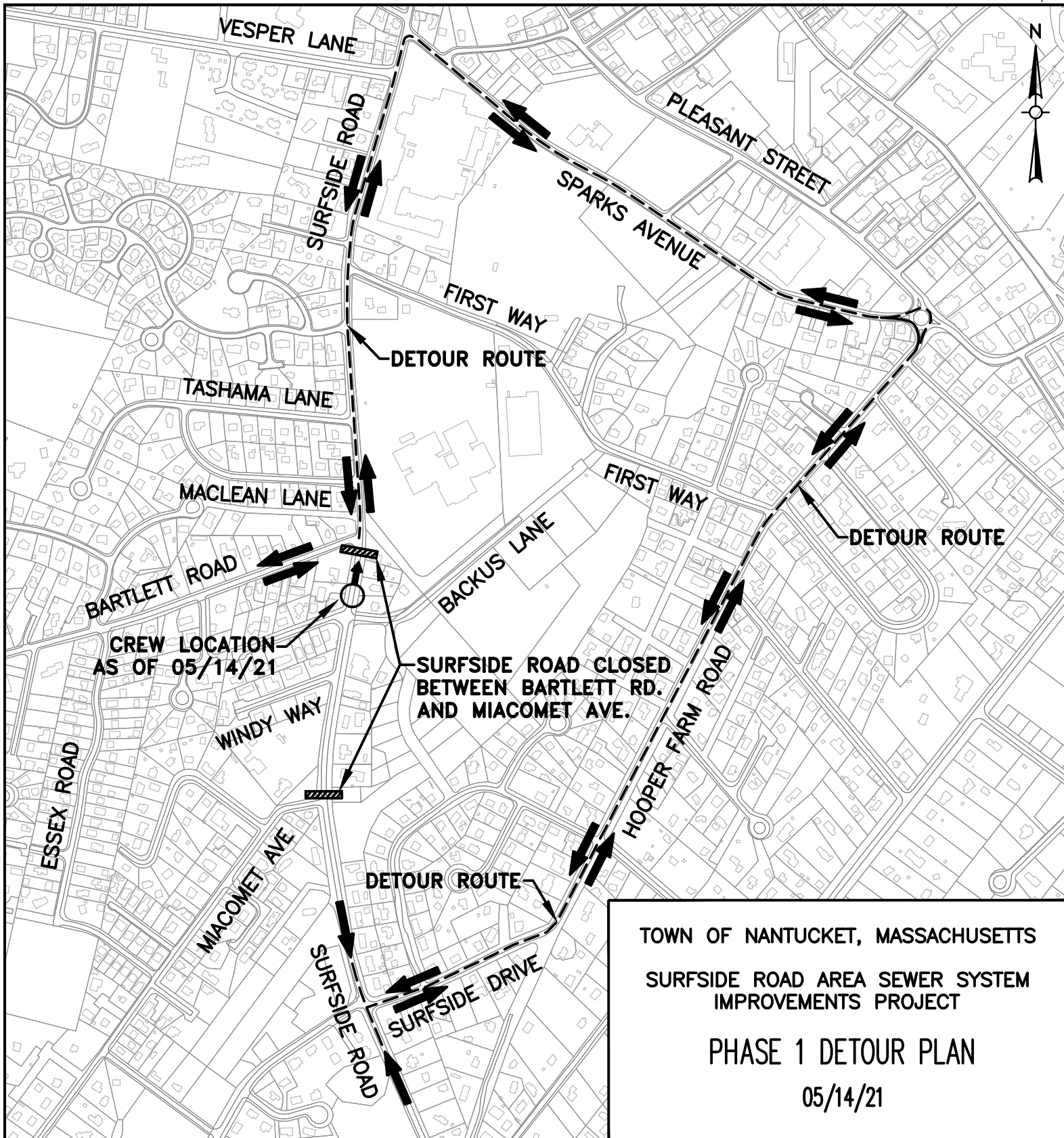


EXHIBIT 1
AGREEMENTS TO BE EXECUTED BY TOWN MANAGER
UNLESS RESOLUTION OF DISAPPROVAL BY SELECT BOARD
May 19, 2021

Type of Agreement/Description	Department	With	Amount	Other Information	Source of Funding	Term
Amendment to Grant Award	PLUS (Energy)	Mass DEP	n/a	Amendment to extend end date of existing grant for installation of solar photovoltaic system at Surfside Wastewater Treatment Facility	State Grant	May 5, 2021 - December 31, 2021
Professional Service Agreement	IT	LCN Networks	\$22,217.10	Contract for installation of network switches & wireless access points at 131 Pleasant St.	Article 10/2020 ATM	May 19, 2021 - December 31, 2021
Professional Service Agreement	Sewer	Hazen and Sawyer	Up to \$46,000	Renewal contract for regulatory assistance for Nantucket Sewer Department	Sewer Budget	May 19, 2021 - May 18, 2024
Purchase Agreement	Fire	IPS, LLC.	\$13,000	Contract for purchase of one (1) thermal imaging camera & six (6) combustible gas detectors	State Grant	May 19, 2021 - December 31, 2021
Purchase Agreement	Fire	Cape Cod Trailer Sales	\$12,014	Contract for purchase of cargo trailer for NFD	Fire Budget	May 19, 2021 - December 31, 2021
Professional Service Agreement	Fire	EMTS, Inc.	\$89,922	Contract for paramedic courses for up to six (6) students	Fire Budget & Paramedic Training Gift Account	July 1, 2021 - June 30, 2024
Professional Service Agreement	Police	Neptune Uniform	\$175,000	Contract for supply & delivery of police uniforms & equipment for police officers & additional uniforms for CSOs	Police Budget	July 1, 2021 - June 30, 2024
Professional Service Agreement	DPW	Richard Grubbs & Associates	\$40,417	Contract for grave marker condition assessments at five (5) cemeteries (Newtown, Old North, New North, Quaker Cemetery, Historic Colored Cemetery)	Article 26/2008 ATM	May 19, 2021 - May 18, 2024
Professional Service Agreement	Town Clerk	Emergency Production, Inc.	\$8,803	Contract for audio production services for 2021 Annual Town Meeting	Town Clerk Budget	May 19, 2021 - June 30, 2021

Amendment to Professional Service Agreement	Marine	Foth Infrastructure and Environment, LLC.	Add \$120,024 to original contract amount of \$185,170 for new contract total of \$305,194	Amend existing contract for Town Pier repair, dredging & floating dock repair to extend the project by one (1) year due to COVID delays; add additional funding for required eel grass survey & inspection of existing Town Pier condition	Article 13/2020 ATM	May 19, 2021 - June 30, 2022
Amendment to Professional Service Agreement	DPW	Carolina Software	Add \$1,900 to original contract amount of \$4,800 for new contract total of \$6,700	Amend existing contract for WasteWorks solid waste software to include licenses & support for two (2) additional users	Solid Waste Budget	May 19, 2021 - June 30, 2023
Lease Agreement	Town Admin	31 Western Avenue LLC	\$45,000	Rental of former "Star of the Sea Youth Hostel" property & buildings for summer lifeguard housing	COVID Funding	June 1, 2021 - September 15, 2021



Agenda Item Summary

Agenda Item #	VIII. 1.
Date	May 19, 2021

Staff

Tucker Holland, Municipal Housing Director

Subject

Authorize Submission of Housing Production Plan (HPP) Certification Request Letter to Department of Housing and Community Development (DHCD)

Executive Summary

Consistent with the Board's desire to remain in Safe Harbor, we are simply seeking the Board's authorization to submit a letter to DHCD requesting certification of our Housing Production Plan. As the Board further knows, there are several projects in the works which collectively would provide recent progress for two years of certification. Depending on the timing of those being eligible for inclusion on the Subsidized Housing Inventory and toward certification, we will be seeking a one- or two-year certification in conjunction with the expiration of our current period of certification on June 13th, 2021. The form of the letter will follow the attached examples.

Staff Recommendation

Recommend approval of authorization to submit a certification request letter and authorize the Chair to sign on behalf of the Board and Town.

Background/Discussion

Please see description 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. June 25, 2019 Certification Request Letter
2. November 13, 2019 Certification Amendment Request Letter



Town and County of Nantucket

Select Board • County Commissioners

Dawn E. Hill Holdgate, Chair
Jason Bridges
Matt Fee
Kristie L. Ferrantella
Rita Higgins



16 Broad Street
Nantucket, Massachusetts 02554

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C. Elizabeth Gibson
Town & County Manager

June 25, 2019

Department of Housing and Community Development
Attn: Phillip DeMartino
100 Cambridge Street, Suite 300
Boston, MA 02114

RE: Request for Certification of Housing Production Plan

Dear Phil:

The Town of Nantucket is pleased to submit this request for certification of the Town's compliance with our 2016 Chapter 40B Housing Production Plan ("HPP"), which the Department of Housing and Community Development ("DHCD") approved in October 2016. Our request for certification pursuant to DHCD Regulations, 760 CMR 56.03 (4) (f) is based on meeting the following affordable housing production eligibility milestones within this calendar year. It is our understanding from prior correspondence with Tucker Holland, Nantucket Housing Specialist, that the Town of Nantucket's annual production goal for a one-year certification is 24 units and 48 units is required for a two-year certification.

Development	Project Type	Number of SHI-eligible Units	Filing Date of Special / Comp Permit Decision with Town Clerk	LIP / LAU Approval Date	Building Permit or CO Date(s) and Quantity
7 Surfside Road	LIP (rental)	4	SP – 2/6/18	2/26/19	CO – 11/24/17 CO – 11/24/17 CO – 10/26/18 CO – 10/26/18
Meadows II	LIP (rental)	225 (building permits pulled to date for 40 units)	SP – 3/9/17	5/3/19	BP – 1 Orchid Place; 4 units; 4/23/19 BP – 2 Iris Place; 4 units; 2/23/19 BP – 3 Orchid Place; 4 units; 4/24/19 BP – 1 Iris Place; 4 units; 4/25/19

					BP – 4 Iris Place; 6 units; 5/14/19 BP – 2 Orchid Place; 4 units; 6/24/19 BP – 7 Clover Place; 4 units; 6/24/19 BP – 3 Iris Lane; 10 units; 6/24/19
Surfside Crossing	40B (ownership)	15	CP – 6/14/19		

Town of Nantucket staff and volunteer board members alongside private developers and nonprofits have worked diligently toward the design and approval of development projects that create new affordable housing units, meeting community housing needs in concert with the preservation of our historic character. Through these efforts, and others such as the voter support earlier this year for over \$25 million in local funding for our Affordable Housing Trust, Nantucket has demonstrated a genuine commitment to implementing its HPP.

With the approvals and permits associated with the combination of LIP and 40B projects noted above, we believe Nantucket qualifies for a two-year certification providing Safe Harbor effective June 24th, 2019.

If you have any questions or need additional information, please contact the Housing Specialist for Nantucket, Tucker Holland at 508-325-7587 ext. 7023.

Respectfully submitted,



Dawn E. Hill Holdgate, Chair
Town of Nantucket Select Board

Cc: Undersecretary Janelle Chan, DHCD
Margaux LeClair, Counsel/Fair Housing Specialist, DHCD
C. Elizabeth Gibson, Town Manager, Town of Nantucket
Andrew Vorce, Director of Planning, Town of Nantucket
Judith Wegner, Chair, Planning Board, Town of Nantucket
Ed Toole, Chair, Zoning Board of Appeals, Town of Nantucket
Tucker Holland, Housing Specialist, Town of Nantucket

Attachments

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C. Elizabeth Gibson
Town & County Manager

November 13, 2019

Janelle Chan, Undersecretary
Department of Housing & Community Development
Attn: Phil DeMartino/40B
100 Cambridge Street, Suite 400
Boston, MA 02114

RE: Request for eight additional units to be added to the Town of Nantucket's current inventory of certified units

Dear Undersecretary Chan:

Following helpful discussions with Phil DeMartino, Alana Murphy, Margaux LeClair and Rieko Hayashi at DHCD, and following their guidance, the Town of Nantucket requests that the eight (8) units at 4 Orchid Place within the Richmond Meadows II rental project be added to the Town's current inventory of certified units. As you know, DHCD issued a Housing Production Plan (HPP) Certification letter on July 18, 2019. We understand that Nantucket is certified from June 14, 2019 to June 13, 2021.

Should you have any questions in conjunction with this request, please contact Tucker Holland, Municipal Housing Director for the Town of Nantucket. Tucker may be reached by e-mail at tholland@nantucket-ma.gov or by phone at 508- 325-7587 ext. 7023.

Respectfully submitted, and with many thanks for all DHCD's support,

Dawn E. Hill Holdgate
Chair, Town of Nantucket Select Board

Cc: Margaux LeClair, Counsel/Fair Housing Specialist, DHCD
C. Elizabeth Gibson, Town Manager, Town of Nantucket
Andrew Vorce, Director of Planning, Town of Nantucket
Judith Wegner, Chair, Planning Board, Town of Nantucket
Ed Toole, Chair, Zoning Board of Appeals, Town of Nantucket
Tucker Holland, Municipal Housing Director, Town of Nantucket

Attachments: Copy of 4 Orchid Place Building Permit
Copy of 2019 HPP Certification

Fee 6282.00

MAP 68 / PARCEL 336.4

TOWN OF NANTUCKET
BUILDING DEPARTMENT

Office of the Building Inspector

No. 1556-19

10/31 2019

BUILDING PERMIT

THIS PERMIT CERTIFIES THAT RICHMOND MEADOWS TWO ACK LLC
HAVE PERMISSION TO BUILD 8 BED ROOM APARTMENT BUILDING
LOCATED ON 4 ORCHID PLACE PROVIDED

THAT THE PERSON ACCEPTING THIS PERMIT SHALL CONFORM TO THE TERMS OF THE APPLICATION ON FILE IN THE BUILDING DEPARTMENT AND TO THE PROVISIONS OF THE STATUTES AND THE ORDINANCES RELATING TO THE CONSTRUCTION, MAINTENANCE AND INSPECTION OF BUILDINGS IN THE TOWN OF NANTUCKET, AND THE MASSACHUSETTS STATE BUILDING CODE 780 CMR 9th EDITION.

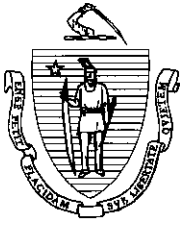
A CERTIFICATE OF OCCUPANCY WILL BE ISSUED UPON RETURN OF THIS PERMIT ONLY AFTER ALL THE REQUIRED INSPECTIONS HAVE BEEN SIGNED AND DATED BY THE APPROPRIATE INSPECTOR.

THIS PERMIT SHALL BECOME INVALID SIX MONTHS FROM THE DATE OF ISSUE IF THE WORK PERMITTED HAS NOT COMMENCED OR IS NOT PROGRESSING CONTINUOUSLY TO COMPLETION AS FAR AS REASONABLY PRACTICABLE.

PERSONS CONTRACTING WITH UNREGISTERED CONTRACTORS DO NOT HAVE ACCESS TO THE GUARANTY FUND 780 CMR/MGL c142A

THIS CARD MUST BE DISPLAYED IN A CONSPICUOUS PLACE ON THE PREMISES.

Paul Murphy



Commonwealth of Massachusetts
**DEPARTMENT OF HOUSING &
COMMUNITY DEVELOPMENT**

Charles D. Baker, Governor ♦ Karyn E. Polito, Lt. Governor ♦ Janelle Chan, Undersecretary

July 18, 2019

Ms. Dawn E. Hill Holdgate, Chair
Nantucket Select Board
16 Broad Street
Nantucket, MA 02554

RE: Housing Production Plan - Certification Approved

Dear Ms. Hill Holdgate:

The Department of Housing and Community Development (DHCD) certifies that the Town and County of Nantucket is in compliance with its Housing Production Plan. This certification is effective for a two year period beginning on June 14, 2019 to June 13, 2021. This Certification of Municipal Compliance is based on the following findings:

Nantucket has provided evidence that the (59) units described in its request are eligible to be counted towards certification. The Subsidized Housing Inventory (SHI) eligible units in these projects are:

- 7 Surfside Road (SHI ID# 10295, 4 units)—eligible for the SHI as of 2/26/19
- Meadows II (SHI ID# 10296, 40 units)—eligible for the SHI as of 5/3/19
- Surfside Crossing (SHI ID# 10297, 15 units)—eligible for the SHI as of 6/14/19

Please note that all units must retain eligibility for the SHI for the entire certification period. If units are no longer eligible for inclusion on the SHI, they will be removed and will no longer be eligible for certification. This action may affect the term of your certification.

I applaud your efforts to plan for the housing needs of Nantucket. I have included an updated list of SHI eligible units. Nantucket's current SHI stands at 3.90%. Please contact Phillip DeMartino, Technical Assistance Coordinator, at (617) 573-1357 or Phillip.DeMartino@mass.gov, if you need assistance as you implement your HPP.

Sincerely,

A handwritten signature in black ink, appearing to read "Louis Martin", with a long horizontal flourish extending to the right.

Louis Martin
Associate Director

Nantucket Housing Production Plan – Certification Approved
Page 2.

cc Senator Julian Cyr
Representative Dylan A. Fernandez
C. Elizabeth Gibson, Town Manager, Town of Nantucket
Andrew Vorce, Director of Planning, Town of Nantucket
Judith Wegner, Chair, Planning Board, Town of Nantucket
Ed Toole, Chair, Zoning Board of Appeals, Town of Nantucket
Tucker Holland, Housing Specialist, Town of Nantucket

DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT CH40B SUBSIDIZED HOUSING INVENTORY

Nantucket

DHCD ID #	Project Name	Address	Type	Total SHI Units	Affordability Expires	Built w/ Comp. Permit?	Subsidizing Agency
2055	Miacomet Village I	3 Manta Drive	Rental	10	Perp	Yes	DHCD
2056	Miacomet Village I	3 Manta Drive	Rental	12	Perp	Yes	DHCD
2057	Academy Hill School	Westminster St.	Rental	27	2019*	No	DHCD MassHousing MassHsg/HUD
2058	Landmark House	144 Orange St.	Rental	18	2019*	No	RHS
2059	Landmark House II	Orange St.	Rental	8	2041	No	FHLBB HUD
2060	Miacomet Village II	Norquarta Drive	Rental	19	05/01/2047	Yes	FHLBB RHS
2061	Nantucket Housing Authority	Benjamin Drive	Rental	5	Perp	No	HUD HUD HUD
4383	DDS Group Homes	Confidential	Rental	0	N/A	No	DDS
4588	DMH Group Homes	Confidential	Rental	5	N/A	No	DMH
7610	Norquarta Drive	Norquarta Drive	Rental	2	perp	No	DHCD
7611	Dartmouth Street	Dartmouth Street	Rental	2	perp	No	Town of Nantucket
7612	Norwood Street	Norwood Street	Rental	1	perp	No	Town of Nantucket

7/17/2019

Nantucket

Page 1 of 2

This data is derived from information provided to the Department of Housing and Community Development (DHCD) by individual communities and is subject to change as new information is obtained and use restrictions expire.

DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT CH40B SUBSIDIZED HOUSING INVENTORY

Nantucket

DHCD ID #	Project Name	Address	Type	Total SHI Units	Affordability Expires	Built w/ Comp. Permit?	Subsidizing Agency	
7613	Irving Street	Irving Street	Rental	1	perp	No	Town of Nantucket	
7614	Clarendon Street	Clarendon Street	Rental	1	perp	No	Town of Nantucket	
9086	Abrem Query	2-4-6-8 Folger Ave	Ownership	7	Perp	YES	FHLBB	
9087	Beach Plum Village	15-19 Rugged Road & 6-8 Scotts Way	Ownership	3	Perp	YES	MassHousing	
10262	Ticcoma Way	Ticcoma Way	Rental	1	Perp	NO	DHCD	
10263	Sachem's Path I and II	95 Surfside Road, Wapossett Circle & Nanina Drive	Ownership	10	Perp	YES	DHCD	
							MassHousing	
10295	7 Surfside Road	7 Surfside Road	Rental	4	Perp	NO	DHCD	
10296	Meadows II	Davkim Lane	Rental	40	Perp	NO	DHCD	
10297	Surfside Crossing	3, 5, 7 & 9 South Shore Rd	Ownership	15	Perp	YES	MassHousing	
Nantucket Totals				191	Census 2010 Year Round Housing Units			4,896
					Percent Subsidized			3.90%

7/17/2019

This data is derived from information provided to the Department of Housing and Community Development (DHCD) by individual communities and is subject to change as new information is obtained and use restrictions expire.



Agenda Item Summary

Agenda Item #	IX. 1.
Date	05/19/2021

Staff

Katie Cabral

Subject

National Grid Utility Petition – Hummock Pond Road

Executive Summary

National Grid requests to install a handhole, a 3" riser and approximately 30' of 2-3" pvc conduit across Hummock Pond Road to provide service to house 245 Hummock Pond Road.

Staff Recommendation

Approve with conditions outlined in Departmental Comments.

Background/Discussion

n/a

Impact: Environmental ☐ Fiscal ☐ Community ☐ Other ☐

n/a

Board/Commission Recommendation

n/a

Public Outreach

Abutter notifications sent and 2 weeks of notices in I&M

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

n/a

Attachments

Departmental comments; NGrid petition



UTILITY PETITIONS DEPARTMENTAL COMMENTS

APPLICANT: NATIONAL GRID
TYPE: ORDER FOR MANHOLE & DUCT LOCATIONS
SITE ADDRESS: Hummock Pond Road
HEARING DATE: May 19, 2021

COMMENTS

NPD: No Issues.
FIRE: No Issues. - Chief Murphy
PLANNING: No Issues
DPW: No Issues** - Stephen Arceneaux
SEWER: No Issues. – David Gray
WWCo: Call WWCo for a mark out of water main and services. - Mark Willett

****Contractor must obtain all required Town permits prior to the commencement of work, including but not limited to Street Opening and Street Blocking permits.**

Town Copy



Town of Nantucket
Board of Selectmen
16 Broad Street
Nantucket, MA 02554

October 28, 2020

To Whom It May Concern:

Enclosed please find a petition of NATIONAL GRID covering the installation of underground facilities.

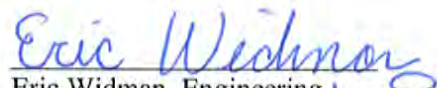
If you have any questions regarding this petition, please contact:

Wendy Paluch, Operations Support Clerk
wendy.paluch@nationalgrid.com
Work: 401-784-4267

If this petition meets with your approval, please return an executed copy to:

Wendy Paluch
280 Melrose Street
Providence, RI 02907
3rd Floor,

Very truly yours,


Eric Widman, Engineering
Supervisor, Distribution Design

Enclosures

Hummock Pond Rd.

PETITION FOR MANHOLE AND DUCT LOCATIONS

Nantucket, MA 02554

April 28, 2021

To the Board of Selectmen
of the Town of Nantucket, Massachusetts

NANTUCKET ELECTRIC COMPANY requests permission to locate manholes, wires, and ducts, including the necessary sustaining and protecting fixtures, along the following public way:

Hummock Pond Rd

**Customer to install (1) handhole & 30' of 2-3" conduit encased
in concrete**

Wherefore it prays that after due notice and hearing as provided by law, it may be granted a location for and permission to install and maintain manholes, ducts and wires, together with such sustaining and protecting fixtures as it may find necessary, said manholes and ducts to be installed substantially in accordance with the plan filed herewith marked:--

NANTUCKET ELECTRIC COMPANY

Plan No. **30107824** Dated: **10/13/2020**

NANTUCKET ELECTRIC COMPANY

By: *Eric Widman*
Manager of Distribution Design

ORDER FOR MANHOLE AND DUCT LOCATIONS

Nantucket, MA 02554

April 28, 2021

By the Board of Selectmen
of the Town of Nantucket, Massachusetts

Notice having been given and public hearing held, as provided by law,
IT IS HEREBY ORDERED:

that **NANTUCKET ELECTRIC COMPANY** be and they are hereby granted permission to excavate the public highways and to run and maintain underground electric conduits, together with such sustaining and protecting fixtures as said Company may deem necessary, in the public way or ways hereinafter referred to, and to make the necessary house connections along said extensions, as requested in petition of said Company dated the **28th day of April, 2021**

Said underground electric conduits shall be located substantially in accordance with the plan filed herewith marked--

NANTUCKET ELECTRIC COMPANY

Plan No. **30107824** Dated: **10/13/2020**

The following are the public ways or parts of ways along which the underground electric conduits above referred to may be laid--

Hummock Pond Rd

**Customer to install (1) handhole & 30' of 2-3" pvc conduit
encased in concrete**

I hereby certify that the foregoing order was adopted at a meeting of the Board of Selectmen
of the Town of Nantucket, Massachusetts
held on the _____ day of _____ 2021

Clerk of Selectmen

Received and entered in the records of location orders of the Town of Nantucket, Massachusetts

Book: _____ Page: _____

Attest: _____
Town Clerk

I hereby certify that on _____, 20_____, at _____ o'clock, _____ M.,
at _____ a public hearing was held on the petition of

NANTUCKET ELECTRIC COMPANY

for permission to excavate the public highways and to run and maintain underground electric conduits described in the order herewith recorded, and that I mailed at least seven days before said hearing a written notice of the time and place of said hearing to each of the owners of real estate (as determined by the last preceding assessment for taxation) along the ways or parts of ways upon which the Company is permitted to erect poles, wires and fixtures under said order. And that hereupon said order was duly adopted.

Selectmen of the Town of

Nantucket, Massachusetts

CERTIFICATE

I hereby certify that the foregoing is a true copy of a location order and certificate of hearing with notice adopted by the Board of Selectmen of the Town of Nantucket, Massachusetts, on the _____ day of _____ 2021 and recorded with the records of location orders of said Town, Book _____, Page _____.

This certified copy is made under the provisions of Chapter 166 of General Laws and any additions thereto or amendments thereof.

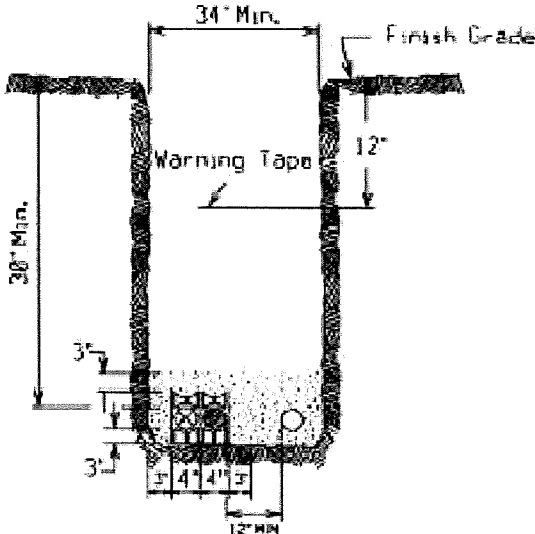
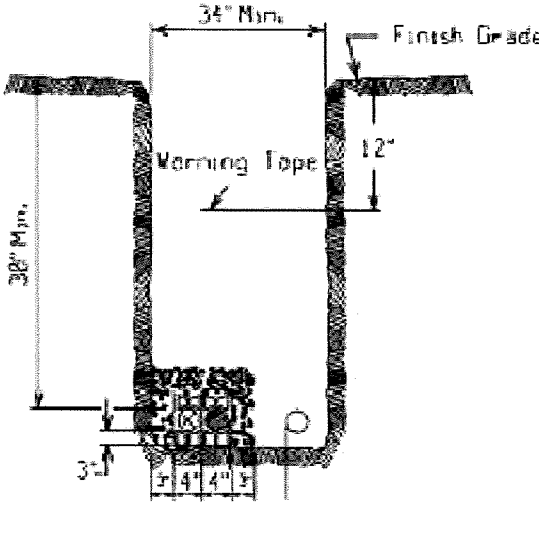
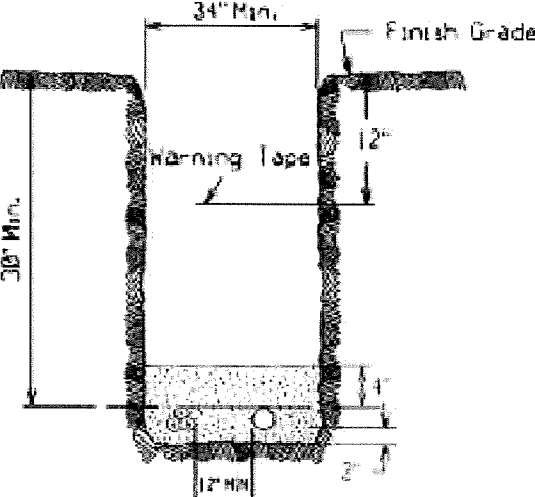
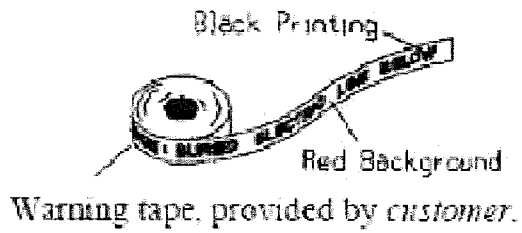
Attest: _____
Town Clerk



Customer to install Handhole 109-1, install 3" riser and approx 30' of 2-3" PVC sched 40 conduit encased in concrete. National Grid to provide electrical service to House #245 Hummock Pond Road.

LEGEND		Petition Sketch Pole 109		Date: 10/13/2020
	EXISTING J/O POLE	Hummock-Pond Dr	Nantucket, Mass 02554	Designer: Jose Vazquez
	PROPOSED 17" X 30" HANDHOLE			Work Request: 30107824
	2-3" SCHED 40 PVC CONDUIT ENCASED IN CONCRETE			
				

Typical Trenches

Conduit Trench	Conduit in Concrete Trench
	
Direct Burial Trench	Legend
	 Base Spacer  Intermediate Spacer  Primary Electric Duct  Communication Duct or Cable  Spare Duct  Direct Burial  Concrete  Sand
Notes: 1) If more than one set of primary is installed in the trench, separate primary by 6" minimum. 2) Nantucket MA area to use this trench with a spare 4" conduit to be installed at least 6" away from the direct burial cable.	

Pulling Tape

All conduits shall have a pulling tape, also referred to by trade name as "Mule Tape". This tape is to be rated for 2,500#. Manufacturers of this tape are listed on page 56.

Abutters Listing

MBLU	Lot	Lot Cut	Owner Full Name	Co-Owner Full Name	Address Line 1	City	State	Zip
82	32		COHEN STEVEN L TR	MAVERICK TRUST	PO BOX 786	NANTUCKET	MA	02554
82	42		WALDMAN LEONARD A TR		5 WHITMAN RD	NASHUA	NH	03060
82	43		EZRIN JOSH D & CAROLYN		55 EAST 86TH STREET #5A	NEW YORK	NY	10028
83	22		JACOBY JONATHAN A & SUZANNE L		4802 NORTH 400 WEST	PARK CITY	UT	84098
83	23		BELFORD PATRICIA R TRUSTEE	SAMANTHA JANE TRUST	3080 GRAND BAY BLVD #544	LONGBOAT KEY	FL	34228
Count:	5							

6.90
 4
 \$ 34.50

ABUTTER NOTIFICATION

PUBLIC HEARING

Please be advised that the Select Board will hold a public hearing on Wednesday, May 19, 2021 at 5:00 PM to consider a utility petition from National Grid/Nantucket Electric Company for Plan #30107824 to install a handhole (109-1), 3" riser, and approximately 30' of 2-3" PVC sched 40 conduit from pole 109 to provide electrical service to 245 Hummock Pond Rd. The hearing will be held via Zoom Webinar Pursuant to Governor Baker's March 12, 2020 Order Regarding Open Meeting Law. Information on viewing the meeting can be found at <https://www.nantucket-ma.gov/138/Boards-Commissions-Committees>. For further information, please email TownManager@nantucket-ma.gov.

SELECT BOARD



Agenda Item Summary

Agenda Item #	IX. 2.
Date	05/19/2021

Staff

Katie Cabral

Subject

National Grid Utility Petition – Folger Road off Sherburne Turnpike

Executive Summary

National Grid requests to install a handhole and approximately 50' of 2-3" pvc conduit across Sherburne Turnpike to supply electrical service to 0 Folger Rd.

Staff Recommendation

Approve with conditions outlined in Departmental Comments.

Background/Discussion

n/a

Impact: Environmental ☐ Fiscal ☐ Community ☐ Other ☐

n/a

Board/Commission Recommendation

n/a

Public Outreach

Abutter notifications sent and 2 weeks of notices in I&M

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

n/a

Attachments

Departmental comments; NGrid petition



UTILITY PETITIONS DEPARTMENTAL COMMENTS

APPLICANT: NATIONAL GRID
TYPE: ORDER FOR MANHOLE & DUCT LOCATIONS
SITE ADDRESS: Folger Road/Sherburne Turnpike
HEARING DATE: May 19, 2021

COMMENTS

NPD: No Issues.
FIRE: No Issues. - Chief Murphy
PLANNING: No Issues
DPW: No Issues** - Stephen Arceneaux
SEWER: Call the Sewer Department to mark out the Force Main along the shoulder of Sherburne – David Gray
WWCo: Call WWCo for a mark out of water main and services. - Mark Willett

****Contractor must obtain all required Town permits prior to the commencement of work, including but not limited to Street Opening and Street Blocking permits.**

Town Copy



March 11, 2021

Town of Nantucket
Board of Selectmen
16 Broad Street
Nantucket, MA 02554

To Whom It May Concern:

Enclosed please find a petition of NATIONAL GRID, covering NATIONAL GRID pole location(s)

If you have any questions regarding this permit, please contact:

Wendy Paluch: 401-267-6627 or wendy.paluch@nationalgrid.com

Please notify National Grid's Wendy Paluch of the hearing date / time at 401-267-6627 or
wendy.paluch@nationalgrid.com

If this petition meets with your approval, please return an executed copy to:

Wendy Paluch
280 Melrose Street-3rd floor
Providence, RI

Very truly yours,

A handwritten signature in blue ink that reads "Eric Wickman".

Name: Distribution Design Supervisor
Supervisor, Distribution Design 

Enclosures

Sherburne / Folger

PETITION FOR MANHOLE AND DUCT LOCATIONS

Nantucket, MA 02554

April 30, 2021

To the Board of Selectmen
of the Town of Nantucket, Massachusetts

NANTUCKET ELECTRIC COMPANY requests permission to locate manholes, wires, and ducts, including the necessary sustaining and protecting fixtures, along the following public way:

Folger RD

**Customer to install (1) handhole & approx 50' of 2-3" pvc conduit
encased in concrete**

Wherefore it prays that after due notice and hearing as provided by law, it may be granted a location for and permission to install and maintain manholes, ducts and wires, together with such sustaining and protecting fixtures as it may find necessary, said manholes and ducts to be installed substantially in accordance with the plan filed herewith marked:--

NANTUCKET ELECTRIC COMPANY

Plan No. **30264278** Dated: **1/15/2021**

NANTUCKET ELECTRIC COMPANY

By: *Eric Widman*

Manager of Distribution Design

ORDER FOR MANHOLE AND DUCT LOCATIONS

Nantucket, MA 02554

April 30, 2021

By the Board of Selectmen
of the Town of Nantucket, Massachusetts

Notice having been given and public hearing held, as provided by law,
IT IS HEREBY ORDERED:

that **NANTUCKET ELECTRIC COMPANY** be and they are hereby granted permission to excavate the public highways and to run and maintain underground electric conduits, together with such sustaining and protecting fixtures as said Company may deem necessary, in the public way or ways hereinafter referred to, and to make the necessary house connections along said extensions, as requested in petition of said Company dated the **30th day of April, 2021**

Said underground electric conduits shall be located substantially in accordance with the plan filed herewith marked--

NANTUCKET ELECTRIC COMPANY

Plan No. **30264278** Dated: **1/15/2021**

The following are the public ways or parts of ways along which the underground electric conduits above referred to may be laid--

Folger Rd

**Customer to instal (1) handhole & approx 50' 2-3" pvc conduit
encased in concrete**

I hereby certify that the foregoing order was adopted at a meeting of the Board of Selectmen
of the Town of Nantucket, Massachusetts
held on the _____ day of _____ 2021

Clerk of Selectmen

Received and entered in the records of location orders of the Town of Nantucket, Massachusetts

Book: _____ Page: _____

Attest: _____
Town Clerk

I hereby certify that on _____, 20_____, at _____ o'clock, _____ M.,
at _____ a public hearing was held on the petition of

NANTUCKET ELECTRIC COMPANY

for permission to excavate the public highways and to run and maintain underground electric conduits described in the order herewith recorded, and that I mailed at least seven days before said hearing a written notice of the time and place of said hearing to each of the owners of real estate (as determined by the last preceding assessment for taxation) along the ways or parts of ways upon which the Company is permitted to erect poles, wires and fixtures under said order. And that hereupon said order was duly adopted.

Selectmen of the Town of

Nantucket, Massachusetts

CERTIFICATE

I hereby certify that the foregoing is a true copy of a location order and certificate of hearing with notice adopted by the Board of Selectmen of the Town of Nantucket, Massachusetts, on the _____ day of _____ 2021 and recorded with the records of location orders of said Town, Book _____, Page _____.

This certified copy is made under the provisions of Chapter 166 of General Laws and any additions thereto or amendments thereof.

Attest: _____
Town Clerk

Pole & UG Petition/Permit Request Form

City
Town of Nantucket WR # 30264278
(circle one)

Install _____ SO
(quantity) JO Poles on _____
(circle one) (street name)

Remove _____ SO
(quantity) JO Poles on _____
(circle one) (street name)

Relocate _____ SO
(quantity) JO Poles on _____
(circle one) (street name)

Beginning at a point approximately 20' feet SE of the centerline
(distance) (compass heading)
of the intersection of Folger Ave
(street name)

and continuing approximately 50' feet in a SW direction.
(distance) (compass heading)

Install underground facilities:

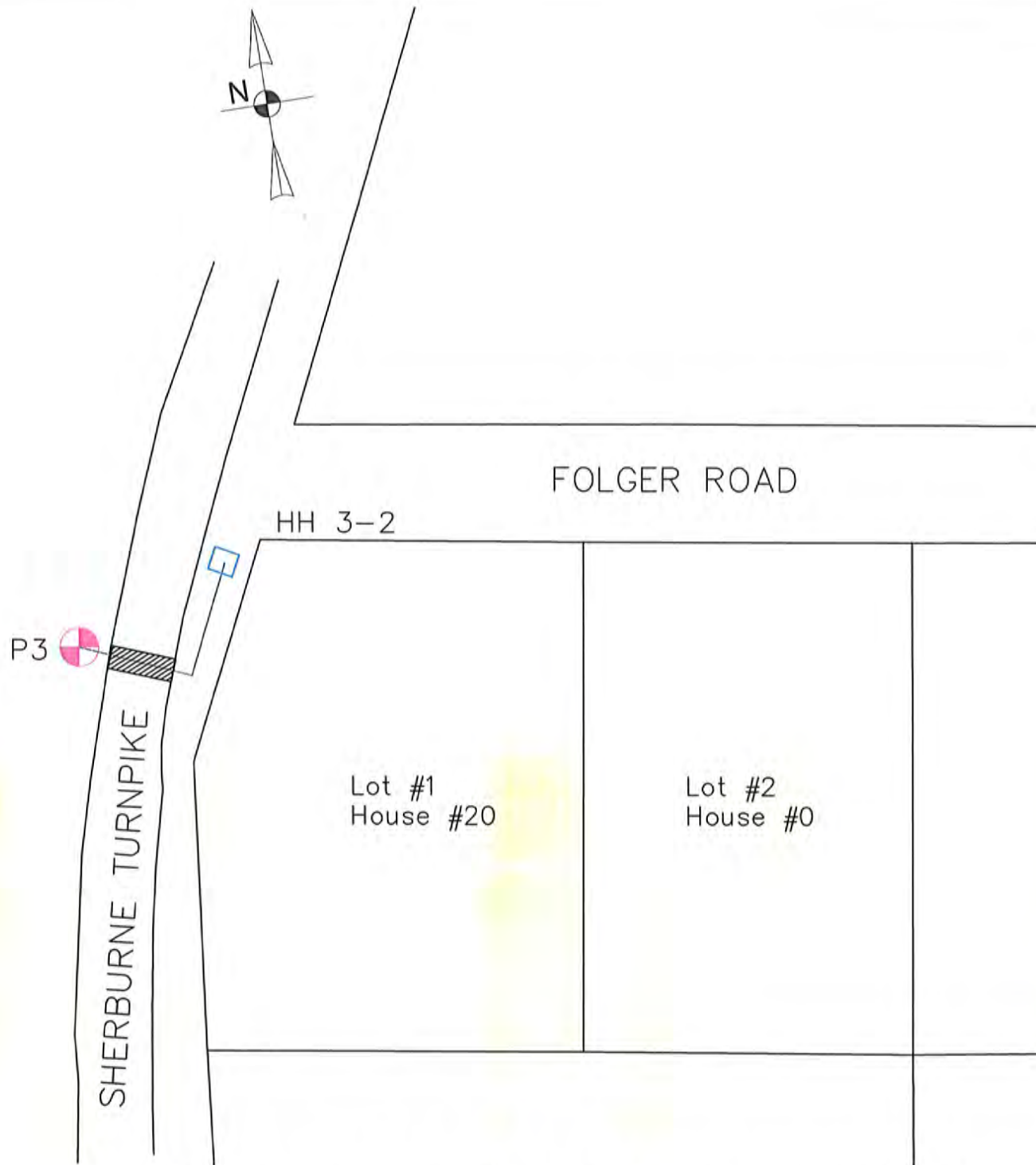
Street(s) Sherburne Turnpike

Description of Work:

Customer to install (1) handhole & approx 50' of 2-3" pvc conduit encased in concrete

ENGINEER Jose Vazquez

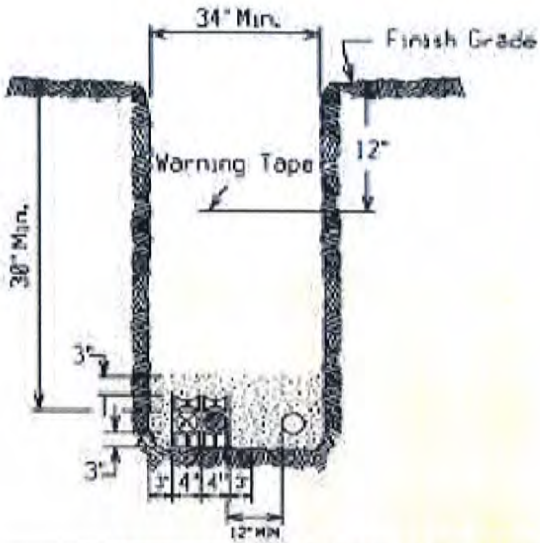
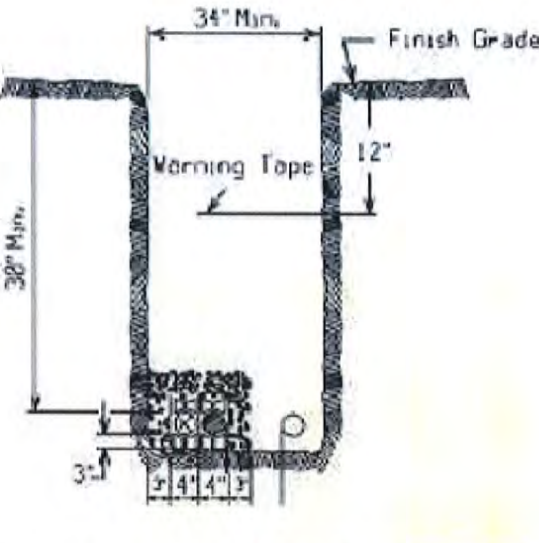
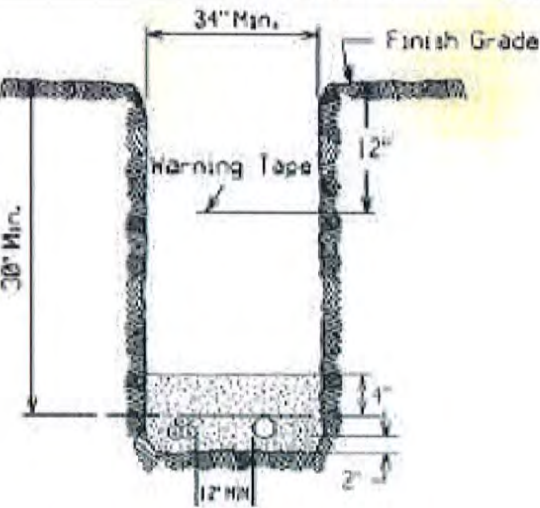
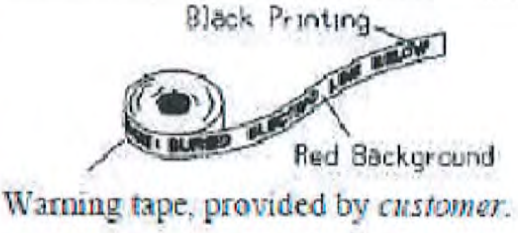
DATE 1/15/2021



Customer to install (1) handhole and approx 50' +/- of 2-3" Sched 40 PVC conduit so National Grid to supply electrical service to House #0 Folger Road

LEGEND		Petition Sketch Inst Handhole UG Secondary		Date: 1/12/2021
	EXISTING J/O POLE	0 Folger Ave		Designer: VazquezJ
	PROPOSED HANDHOLE			Work Request: 30284278
	CONCRETE ENCASED			nationalgrid
	2-3" SCHED 40 PVC CONDUIT			

Typical Trenches

Conduit Trench	Conduit in Concrete Trench
	
Direct Burial Trench	Legend
	 Base Spacer  Intermediate Spacer  Primary Electric Duct  Communication Duct or Cable  Spare Duct  Direct Burial  Concrete  Sand
Notes: 1) If more than one set of primary is installed in the trench, separate primary by 6" minimum. 2) Nantucket MA area to use this trench with a spare 4" conduit to be installed at least 6" away from the direct burial cable.	

Pulling Tape

All conduits shall have a pulling tape, also referred to by trade name as "Mule Tape". This tape is to be to be rated for 2,500#. Manufacturers of this tape are listed on page 56.

Abutters Listing

MBLU	Lot	Lot Cut	Owner Full Name	Co-Owner Full Name	Address Line 1	City	State	Zip	Location
30	165		CLIFF LANE 81 LLC		1500 N LAKE SHORE DR	CHICAGO	IL	60610	81 CLIFF RD
30	173		CARNEAL GEORGE U & SUSAN M TR	CARNEAL NANTUCKET TRUST	1148 DALEVIEW DR	MCLEAN	VA	22102	19 SHERBURNE TP
30	195		20 SHERBURNE TURNPIKE LLC	C/O JOAN RUBIN	17630 BOCAIRE WAY	BOCA RATON	FL	33487	20 SHERBURNE TP
30	196		MP NANTUCKET LLC		1 MAIN STREET STE 202	CHATHAM	NJ	07928	18 SHERBURNE TP
Count:	4								

16.90
x 4

\$ 27.60

ABUTTER NOTIFICATION

PUBLIC HEARING

Please be advised that the Select Board will hold a public hearing on Wednesday, May 19, 2021 at 5:00 PM to consider a utility petition from National Grid/Nantucket Electric Company for Plan #30264278 to install a handhole (hh 3-2) and approximately 50' of 2-3" PVC conduit from Pole 3 on Sherburne Turnpike to supply electrical service to 0 Folger Rd. The hearing will be held via Zoom Webinar Pursuant to Governor Baker's March 12, 2020 Order Regarding Open Meeting Law. Information on viewing the meeting can be found at <https://www.nantucket-ma.gov/138/Boards-Commissions-Committees>. For further information, please email TownManager@nantucket-ma.gov.

SELECT BOARD

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

Staff responses to public comments

Hillary Hedges Rayport 4/27/2021 comments

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.
[Language changed to “...the Board will require that applicants file a Committee Appointment application.”](#)
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.
[Language changed as suggested.](#)
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.*”
[Language changed as suggested.](#)

Judith Wegner’s 5/2/2021 comments:

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.
[The Board does have a document entitled “Appointing Town Board, Commission and Committees, Considerations of Board of Selectmen” which I have attached.](#)
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.
[Language changed to “...the Board will require that applicants file a Committee Appointment application.”](#)
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).
[This is a policy question for the Board and whether members feel they have to justify any decision they make related to committee appointments.](#)
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).

Staff is not comfortable “distilling” comments from the public and recommends that all public comments are submitted to the Board and the public as they are received.

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.
The deadlines are not a be all, end all. If applications are received late, Town Administration will hold them for the “second round” in July/August when we try to fill the vacancies left over from the annual appointments.

Maureen Phillips’ 5/4/2021 comments:

1. I am surprised that nothing in the policy statement and procedures addresses the issues regarding public comment and participation which were at the heart of the controversy last year. There is no requirement that any of these meetings be open to the public. There is no requirement that applicants need to respond to questions and issues raised about their qualifications by either the Town or the public. There is no requirement for incumbents to appear and state why they wish to continue on a particular commission.
All open session meetings of the Select Board are open to the public. It is up to the Board whether or not to allow public participation if that is what is implied here. Committee appointments do not meet any criteria for executive session so would be discussed in an open, public meeting. The policy language has been changed to require that applicants submit a Committee Appointment application. The Board can’t make someone attend a meeting. An applicant’s qualifications are stated on their application.
2. The language about making sure that all dates are scrupulously followed is too vague and there don’t seem to be any consequences. What will be done if no one applies before the deadline and someone, either an incumbent or new applicant, decides to apply late? Will that be allowed if there are no other candidates? Or not in any case at all?
Dates have to be vague in a policy. They are set more clearly in the Board’s annual committee openings posting (<https://www.nantucket-ma.gov/DocumentCenter/View/24245/Select-Board-appointed-Committee-Opening-PDF?bidId>). If no one applies before a deadline, or if someone applies late, their application will be considered in a second round, usually held in July/August following the annual appointments.
3. What has happened to the “policy” that was followed last year? Does any of that remain?
The policy that was in the Board’s 8/5/2020 agenda packet is still in place until a new policy is adopted by the Select Board. Much of the old policy remains but was revamped to incorporate concerns raised last year by citizens.
4. The policy is vague on several important issues, such as actual operating procedures for the Volunteer Talent Bank, including who is going to be on the Town group that recruits people--there seems to be at least an implication that it is solely the Select Board.
The Volunteer Talent Bank is still being worked on. Our Public Outreach Coordinator is working on developing a webpage similar to that of Sandwich (<https://www.sandwichmass.org/385/Serve-Your-Community-Talent-Bank>) and Dennis (<https://www.mapsonline.net/dennisma/forms/tablet.html.php?id=631154060>). It will be managed by Town Administration staff and names will be submitted to the Select Board when openings arise.

5. What will be the Town's "outreach" to ensure diversity in the applicant pool? At the least, in order to meet the diversity "requirements" the Town's Diversity Coordinator should be among that group.

The Nantucket Civic League, WE CAN and the Town's DEI Director have worked together this year to be proactive in recruitment. In addition, Hillary Hedges Rayport has suggested a "Town Volunteer Fair," a jobs-fair like event to educate the general population about service to the Town where all boards, committees, commissions, and working groups would be invited to send 1-2 representatives and it would be advertised to the general public. We thought this was a good idea and suggested Ms. Rayport reach out to the above-named groups since they are already promoting civic engagement.

6. Who is going to develop suggested measures of education, training and experience deemed to be important for each commission/ committee? Shouldn't present and former members of these committees be included in that process?

The Board already has a document entitled "Appointing Town Board, Commission and Committees, Considerations of Board of Selectmen" which is attached.

7. How will people who apply on their own be considered?

There are various ways for individuals to apply to be on committees. The seats are advertised in both the local newspaper and on the Town's website, and they are noted on Select Board agendas. Applications are online. We have never had an issue with individuals applying to be on committees.

8. Therefore, this policy continues to exclude the public from meaningful interaction with the applicants or the SB. The select board is allowed to make committee appointments without any open discussion of why each person is being selected or even their opinions on applicants' qualifications. If in fact the town is represented by only the SB in operating the Volunteer Talent Bank, then the SB retains nearly complete control over this vital appointment process. Given the many duties on the SB's plate, I would suggest that this critical task be shared with others.

It is the duty of the Select Board to appoint members to committees, boards and commissions and it is under its control pursuant to Section 3.4 of the Town Charter (<https://ecode360.com/31938125>). The public, pursuant to the new policy, is invited to make written comments on candidates.

NANTUCKET SELECT BOARD

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

Adopted:

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

Suggested edits from Judith Wegner added 5/11/2021

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, will require 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.

Appointing Town Boards, Commissions and Committees
Considerations of Board of Selectmen
Endorsed by the Board of Selectmen April 26, 2006

Excerpt from *Handbook for Massachusetts Selectmen*:

- Seek a mix of skills
- Seek diversity
- Be clear about job requirements
- Look for persons who exhibit a cooperative spirit (*Boards function best when their members are willing to compromise. People with unshakable opinions can paralyze a board, making any progress impossible*)

Suggested questions for applicants/incumbents:

New applicant:

- Have you ever attended a meeting of the committee/board/commission?
- Why are you interested in this committee/board/commission?
- What experience, skills or insight would you bring to the committee/board/commission?
- Are you prepared to commit to the meeting schedule of the committee/board/commission?
- What would you hope to accomplish on the committee/board/commission?

Incumbent:

- What has been your level of attendance at committee/board/commission meetings?
- What have you brought to the committee/board/commission in terms of experience, skills, ideas, insight?
- How do you feel you have helped the committee/board/commission in its goal(s)/mission?
- Why do you want to continue serving on the committee/board/commission?

Current Committee/Board/Commission Appointment Process
As of 07/29/20

Annual Committee/Board/Commission Appointments

- Early April - a list of annual committee/board/commission ("committee") openings with a timeline for appointments is prepared by Town Administration and reviewed by the Select Board, at a public Wednesday Board meeting.
- Mid-April - committee openings are added to the Select Board agenda as an announcement to keep the public informed and hopefully encourages participation and applications; this announcement typically stays on the agenda through the end of May.
- Around the 3rd week of April, incumbents are notified of their term expirations and asked to fill out a Committee Interest Form if they would like to be considered for re-appointment, or to notify Town Administration by letter or email that they will not be seeking re-appointment. Incumbents are asked to reply by the Friday prior to the public hearing date.
- Committee openings and public hearing dates are advertised on the Town's website and for four weeks in the I&M - usually the last two weeks in April and the first two weeks of May. Deadlines for submission of applications is advertised as the Friday before the public hearing date; however, it has been the Board's informal policy to allow applications to be submitted past the printed deadlines.
- Two public hearings are held to allow applicants to speak on their applications and answer any questions from Board members and/or questions or comments from the public. The dates of these public hearings are typically the last meeting of May and the first meeting of June.
- Committee appointments are made at the Board's last meeting in June.
- The Board usually appoints applicants by acclamation if there is an equal number of applicants to available seats or if the number of applicants is less than the number of available seats.
- For committees where the number of applicants exceeds the available seats, the Board typically votes by paper ballot as follows: each Board member writes their own name on a slip of paper, and then on that paper, writes down their vote for the applicant(s) and passes their paper ballot directly to the chair without other members viewing the ballot. The Chair then reads the votes, including which Board member voted for which applicant(s). Whoever has the most votes is appointed to the committee.
- Any committee seats not filled will continue to be posted on the Town website and routinely advertised as vacant. If an application(s) is received to fill a vacancy, the application(s) is added to an upcoming Select Board agenda for

Board consideration. Typically, the Board votes on the appointment - either using the paper ballot process if there are more applicants than seats; or, a simple vote to appoint - if there is only one applicant.

*Mid-Year or Rolling Vacancies**

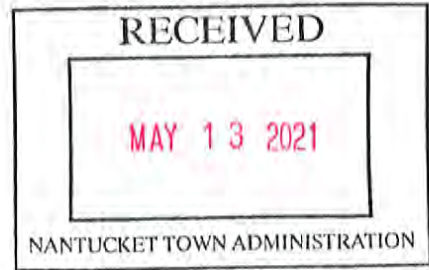
Similar process; different dates

**Note: the process for filling vacancies on the Planning Board, HDC and School Committee are set forth by Statute.*

Possible modifications - based on feedback received:

- Change the application submittal date to the Monday one week and two days prior to the public hearing
- Include the applications in the Select Board meeting packet the week received and the following week when the hearing will take place
- Read the names of the applicants who have submitted applications, the week prior to the hearing
- Allow candidates to address the Board at either meeting; allow Board member questions at either meeting
- Do not have a “public hearing”; rather, have a “candidate forum” or “candidate interviews”
- If the public wishes to comment on any applicant/application, they may do so in writing to the Board

May 12, 2021



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
Kristie Ferantella, kferrantella@nantucket-ma.gov
Melissa Murphy, mmurphy@nantucket-ma.gov

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

RE: 2021 Committee Appointment Procedure

FROM Judith Welch Wagner
Maureen Phillips
Mary Wawro

We are writing to you as three citizens who are very concerned about the actual appointment procedures to be used in 2021. First promised in August 2020 for October 2020 publication, the proposed procedures were not made public until April 14, 2021 and inexplicably do not address the serious issues regarding public comment and participation. Further, public discussion thereon has been delayed until May 19, 2021. In the meantime, the appointment process has started, with applicants already applying, through the May 21 and May 28, 2021 deadlines.

In order to salvage this year's process as much as possible, we ask that these procedures be observed:

1. No candidates will be permitted to apply after the deadlines, May 21 and May 28, 2021 as set forth in the Timeline approved by your Board on April 14. The slate of candidates for each deadline must be published on the Town website and by flash message by the end of business on the day following each deadline.
2. Public comments and questions for candidates may be submitted at any time after the application deadline and before the actual selection votes are taken by the Select Board on June 23, 2021.
3. All new (non-incumbent) candidates shall present themselves at the public Select Board meeting on June 2, or on June 9, 2021 and state their qualifications and address any potential conflicts of interest. Former candidates or past serving members are deemed to be new. Incumbent candidates are strongly encouraged to do this as well.
4. All new and incumbent candidates must respond to reasonable questions from the Select Board and the public orally at the June 2 or June 9 meeting, or in writing. Written responses shall be timely included in the Board packet for the meeting following submission of the response. Such questions must pertain to the qualifications of the

applicant both for any public office and for the particular office involved. Questions about any applicant's personal life are not permitted unless relevant to such qualifications.

5. Failure to appear or respond to questions may be grounds for disqualification. Reasonable accommodation for such a failure may be made by the Select Board in its discretion.
6. If there are no candidates for an open position, then the Select Board may allow late applications in its discretion. A list of any such applicants must also be published as above.
7. The actual election procedures stated in Paragraph 6 of the April 14, 2021 proposal shall be followed. In addition, each Select Board member is strongly encouraged to provide a rationale for their vote.

We believe that following these clear procedures will result in a better selection process.

We have reviewed the proposed policy and we believe it does not meet the criteria that the Select Board discussed in August. We also urge the Board promptly to carry through on commitments made during its August 5, 2020 meeting, especially to "put meat on the bones" of the appointments process. For example, the Board agreed to move forward with a Talent Bank and that notion is included in the new proposed policy. Unfortunately, however, the policy does not flesh out how the Talent Bank will be implemented, how its operations will be overseen, how diversity, equity, and inclusion will be addressed, or how marketing and outreach to build interest will occur.

Significantly, we note that staff recommendation to the Board is not to adopt this policy as formulated, but rather to determine whether the policy is "ready for adoption." We submit that it is patently NOT ready for adoption.

There are many gaps in the appointments process itself, as detailed more fully above. Only after those gaps are addressed, can the overall objectives of more expansive civic engagement and transparency be achieved.

Greater attention is also needed to actual committee operations including updating the committee member handbook and reviewing the town's committee structure and operations more systematically to see whether some committees should be "sunset" or consolidated.

These and other improvements are needed in the interest of fostering community engagement and transparency, and thus trust in government. Reaching the Select Board's goals means working with the Civic League, Equity Advocates and others. Only transparency in operation and meaningful public engagement will allow the promise of good government to be realized.

For convenience we have attached a list [Exhibit A] of issues voiced at the meeting of August 5 by members of the Select Board as well as members of the public. Because there are no posted

minutes of that meeting, this list was compiled by listening to the forty-minute discussion and recording the relevant statements. The actual words of Board members as well as members of the public are worth reexamining. We believe, at a minimum, each of these concerns should be considered in any new policy adopted by the Board. Public participation and an open process in development of a viable new policy are paramount.

Thank you for this opportunity to comment.

EXHIBIT A

ISSUES RAISED AT AUGUST 5, 2020 SELECT BOARD MEETING BUT NOT ADDRESSED APPROPRIATELY IN PROPOSED APPOINTMENTS POLICY

This list was compiled from the video of the August 5, 2020 Meeting at which the SB considered establishing a revised Appointments process. No minutes of that meeting have been posted but this list reflects the 40 Plus minute discussion by the Select Board and comments by the public. The video may be accessed here -- <https://youtu.be/rxPW06iwJmw?t=7965>
The discussion begins at 2:11:15.

Talent Bank

- Undefined, no procedures
- DEI director to assist
- Let people “get their foot in the door”
- Develop marketing strategy for letting people know about vacancies (e.g. radio, outreach to “working class”)
- Develop strategy for filling vacancies that occur mid-term
- Expand and diversify pool of candidates

Other outreach

- Outreach to other community organizations to “demystify” appointment process and encourage civic engagement
- Seek partnership with Equity Advocates and others
- Seek partnership with Civic League

Appointment process

- Timing: establish clear, consistent guidelines; structure deadlines and keep transparency tight
- Application form should allow for complete description of qualifications and should follow structured set of qualifications to allow both applicants and SB members to best determine membership
- Be mindful of boards that require specialized training or qualifications
- SB commitment to appointments on basis of best qualifications rather than “balance” of viewpoint or political membership
- Completeness of submitted applications
- Flexibility for persons concerned about appearing/speaking in public allow to speak at more than one meeting
- Set out guiding principles for committee membership and use as criteria for appointments

Promote “Artful debate” on qualifications (guided by defined committee roles and member qualifications, not personalities)

- Remove barriers, avoid creating barriers

- Questions from public to SB ahead of time

- Limit number of highly active boards on which an individual may serve

- Term limits for appointments if appropriate to encourage fresh ideas

- Look at appointments through lens of diversity, equity, inclusion

- Announce names of applicants for appointments for at least two SB meetings

- Receive written comments from public on applicants

- Allow SB to have discussion based on written comments

- Put “meat on the bone” of the appointments process

Structure appointment process to avoid its being overly personal but not so stringent that appointing power cannot exercise discretion

Committee operations

- More attention to and update committee members handbook

Periodically review whether committees are functional and whether could be consolidated

- Consider timing of meetings to accommodate working members

Town Government Study Committee to look systematically at appointment process and make recommendations

Transparency generally

- Build on COVID experience with electronic meetings, leverage technology

SB to engage in collaborative initiative re appointments policy development, full transparency and openness not “fait accompli”

Bring draft policy back as soon as ready to ensure fully public process and public comment in open session

Engagement generally

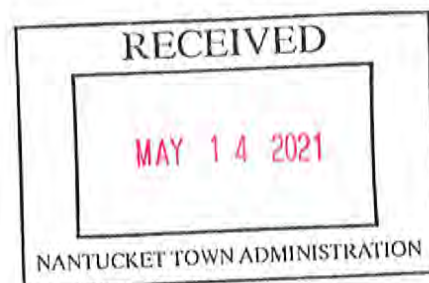
Get members of community to help with training and encouragement of civic engagement; requires transparency



THE NANTUCKET CIVIC LEAGUE

May 13, 2021

To : Dawn Hill Holdgate, dhillholdgate@nantucket-ma.gov
Jason Bridges, jmbridges@nantucket-ma.gov
Matt Fee, mfee@nantucket-ma.gov
Kristie Ferrantella, kferantella@nantucket-ma.gov
Melissa Murphy, mmurphy@nantucket-ma.gov



RE: NANTUCKET CIVIC LEAGUE'S CITIZEN ENGAGEMENT INITIATIVE /
COMMENT ON PROPOSED APPOINTMENTS POLICY – AGENDA MAY 19, 2021

For many years, the Nantucket Civic League [NCL] has annually hosted two signature forum events – “Meet the Articles” and “Meet the Candidates.” This is to advise the Select Board that the NCL co-presidents have proposed to add a third annual signature event – “Meet the Committees” – to debut in the spring of 2022.

“Meet the Committees” is intended to carry out the NCL’s **Citizen Engagement Initiative**. Earlier this year, the NCL undertook this initiative to encourage wider and more diverse citizen participation in Town municipal activities. To accomplish this, we are partnering with other community organizations including *We CAN* and *The Inquirer and Mirror*.

NCL has engaged NCTV to establish a public “NCL YouTube channel” to disseminate a series of short videos intended to serve as enduring resources for all would-be citizen participants and aspiring future candidates for office. These videos will feature interviews with current or past members of the Town’s many committees.

The interviews will enable viewers to grasp what committee work involves and appreciate the rewards such service can offer; how one goes about seeking appointment or campaigning for election; and the time commitments and effort that civic participation entails. Our aim is to offer everyone a permanent window into the day-to-day operations of volunteer committees and elective offices. Our plan is then to foster a mentoring program whereby volunteer committee members could provide a personal resource for background information to interested prospective applicants and candidates and answer questions in real time.

Our new annual “Meet the Committees” forum would round out the information stream by educating the public about opportunities for civic involvement. The forum will offer practical guidance on the appointment process and details of applying; publicize open committee seats; and encourage citizens to participate in the “Talent Bank” now being contemplated. We also plan to provide a digest of essential information, drawn from the Town’s *Handbook for Committee Members*. We would seek

The Nantucket Civic League represents 25 neighborhood associations and over 2000 dues-paying families, its mission is to protect Nantucket's unique heritage, enhance the quality of island life, and serve our neighborhoods through informed community participation in civic affairs.



THE NANTUCKET CIVIC LEAGUE

support from the Town Administration in answering questions on such matters as conflicts of interest, the Open Meeting Law, and other relevant matters as they arise.

We bring this to your attention now because we understand that the SB will shortly consider a new draft policy for conducting its citizen committee appointment process. The new draft grew out of widespread public concerns expressed last year that the then-existing appointment policy and recruitment procedures lacked clarity, consistency, transparency, and fairness. There was also concern that the appointment process be made more open and inclusive and reflective of the diversity of our island community.

We have reviewed the proposed draft on the Town website. Although it addresses some concerns raised last year, we believe that the appointment policy and procedures need continued clarification and development. We urge your Board to set up a public process that would be open to members of the community to review the concerns expressed in August 2020; to assess best practices from other jurisdictions; and to make recommendation to the Board for further revisions to its appointments process.

Sincerely,

Peter A. Morrison, Co-President

Charles Stott, Co-President