

Town and County of Nantucket Select Board • County Commissioners

Jason Bridges, Chair
Matt Fee
Dawn E. Hill Holdgate
Brooke Mohr
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
JULY 6, 2022 - 5:30 PM
PSF COMMUNITY ROOM, 4 FAIRGROUNDS ROAD
AND REMOTE PARTICIPATION VIA ZOOM WEBINAR
NANTUCKET, MASSACHUSETTS***

YOU TUBE LINK FOR VIEWING ONLY:

<https://youtu.be/CvdfvBk3RR4>

ZOOM WEBINAR REGISTRATION LINK TO VIRTUALLY ATTEND MEETING:

https://us06web.zoom.us/webinar/register/WN_5_i8XX3jR6qkDjBTva4sbA

- I. CALL TO ORDER***
- II. SELECT BOARD ACCEPTANCE OF AGENDA***
- III. ANNOUNCEMENTS***
 1. The Select Board Meeting is Being Audio/Video Recorded.
 2. 2022 Committee Vacancies.
 3. Select Board Announcements/Comments.
- IV. FOLLOW-UP ON COMMENTS FROM PRIOR SELECT BOARD MEETINGS***
- V. PUBLIC COMMENT****
- VI. NEW BUSINESS****
- VII. APPROVAL OF MINUTES, WARRANTS AND PENDING CONTRACTS***
 1. Approval of Minutes of June 22, 2022 at 5:30 PM.
 2. Approval of Payroll Warrants for June 26, 2022.
 3. Approval of Treasury Warrants for June 29, 2022; July 6, 2022.

4. Approval of Pending Contracts for July 6, 2022 - as Set Forth on the Spreadsheet Identified as Exhibit 1, Which Exhibit is Incorporated Herein by Reference.

VIII. CONSENT ITEMS

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

IX. PUBLIC HEARINGS

1. Public Hearing to Consider Designating Macy Road, Madaket as One-way Northeast-bound from Chicago Street to Baltimore Street.

X. TOWN MANAGER'S REPORT

1. Post July 4th Weekend Report.
2. Review of 2023 Annual Town Meeting and Annual Town Election Date Options.
3. Baxter Road Utility Relocation and Alternative Access Project Update.

XI. SELECT BOARD'S REPORTS/COMMENT

1. Committee Reports.
2. Continued Discussion on Short-term Rental Work Group Framework.

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

Select Board
2022 Committee Vacancy Appointments Timeline
As of 6/30/2022

June 30 – Advertise committee vacancies on Town’s website

July 7 and July 14 – Advertise committee vacancies in the Inky

July 6 and July 13 – Committee vacancies to be added to Select Board agendas as announcement

July 15 at 12:00 PM – Deadline for submitting applications for the following committee vacancies:

- Agricultural Commission – two seats, terms expire 2023
- Agricultural Commission – two seats, terms expire 2025
- Contract Review Subcommittee (Human Services) – one seat, term expires 2025
- Council for Human Services – one seat, term expires 2025
- Finance Committee – one seat, term expires 2025
- Historic District Commission Associate – one seat, term expires 2025
- Tree Advisory Committee – two seats, terms expire 2025
- Zoning Board of Appeals Alternate – one seat, term expires 2025

July 20 and August 3 – The names of applicants who have submitted applications will be read aloud and applications will be included in the Board’s packet.

August 17 – Meeting for applicants to introduce themselves and review their applications; committee appointments made.

EXHIBIT 1
AGREEMENTS TO BE EXECUTED BY TOWN MANAGER
UNLESS RESOLUTION OF DISAPPROVAL BY SELECT BOARD
July 6, 2022

Type of Agreement/Description	Department	With	Amount	Other Information	Source of Funding	Term
Amendment to Professional Service Agreement	Town Administration	Eisenstein Flaherty & Associates, LLC	n/a	Additional Services for MDS Coordinator Services.	n/a	n/a
Professional Service Agreement	Town Administration/Other Depts	Granicus	TBD	Services in connection with short-term rental registration, compliance monitoring program in connection with approval of Article 39 (Short-term Rental Regulations) of 2022 Annual Town Meeting	FY 22 PLUS Budget	TBD
Professional Service Agreement	Human Resources	Omni Underwriting Managers, LLC d/b/a FutureComp	\$20,995	Workers Compensation TPA (Contract renewal)	Workers Comp Trust Fund	July 1, 2022 - June 30, 2025
Professional Service Agreement	Our Island Home	Inovalon, Inc.	\$16,400	Web-Based Medical Billing and Verification Software	Our Island Home Budget	July 1, 2022 - June 30, 2025
Professional Service Agreement	Our Island Home	RF Technologies	\$10,000	Code Alert System (Contract renewal)	Our Island Home Budget	July 1, 2022 - June 30, 2025
Amendment to Professional Service Agreement	Police Department	GZA Environmental	Add \$10,000 to original contract amount of \$40,000 for new total of \$50,000	Amend contract for Engineering Services related to repairs to F-Street (Walter Barrett) pier in Madaket	F-Street Bulkhead; Article 10; ATM 2018	March 17, 2021 - June 30, 2023
Grant Agreement	Public Health	Massachusetts Department of Public Health	(\$299,999)	Grant award for shared services with Martha's Vineyard for assistance with various public health priorities	State Grant	July 1, 2022 - June 30, 2023
Amendment to Professional Service Agreement	Public Works	Weston & Sampson Engineers, Inc.	n/a	Amend existing contract for Concessions Feasibility Study to extend contract end date	n/a	July 1, 2022 - June 30, 2023
Amendment to Professional Service Agreement	Public Works	Weston & Sampson Engineers, Inc.	n/a	Amend existing contract for Professional Design Services to extend contract end date	n/a	July 1, 2022 - June 30, 2023

Amendment to Professional Service Agreement	Public Works	Weston & Sampson Engineers, Inc.	n/a	Amend existing contract for solid waste materials removal at Tom Nevers to extend contract end date	n/a	July 1, 2022 - June 30, 2023
Amendment to Professional Service Agreement	Public Works	Weston & Sampson Engineers, Inc.	n/a	Amend existing contract for Tom Nevers Bike Path Study to extend contract end date	n/a	July 1, 2022 - December 30, 2022
Amendment to Professional Service Agreement	Public Works	University of Massachusetts, Boston	n/a	Amend existing contract for Coastal Plastic Study to extend contract end date	n/a	July 1, 2022 - June 30, 2023
Amendment to Professional Service Agreement	Public Works	Greenman-Pedersen, Inc.	n/a	Amend existing contract for engineering/design for Monomoy-Milestone bike path to extend contract end date due to ongoing work	n/a	July 1, 2022 - June 30, 2023
Amendment to Professional Service Agreement	Public Works	Greenman-Pedersen, Inc.	n/a	Amend existing contract for land survey - 7 Historic Cemeteries to extend contract end date	n/a	July 1, 2022 - December 30, 2022
Amendment to Professional Service Agreement	Public Works	Greenman-Pedersen, Inc.	n/a	Amend existing contract for engineering/design for stormwater improvements at E Ham Pony Field to extend contract end date due to ongoing work	n/a	July 1, 2022 - June 30, 2023
Amendment to Professional Service Agreement	Public Works	Vanasse Hangin Brustlin	n/a	Amend existing contract for Orange St. Bike Path Design to extend contract end date.	n/a	July 1, 2022 - December 30, 2022
Amendment to Professional Service Agreement	Public Works	TEC, Inc.	n/a	Amend existing contract for culvert replacement at Polpis & Wauwinet Rds to extend contract end date due to ongoing work	n/a	July 1, 2022 - June 30, 2023
Professional Service Agreement	Public Works	Victor-Brandon Corp	Up to \$4,000,000	Annual Roadwork - FY 23	Various Department Budgets	July 1, 2022 - June 30, 2023
Professional Service Agreement	Public Works	Horticultural Services d/b/a Landscaping by J. Michael	\$96,420	Town-wide Landscape Maintenance Services	Facilities Budget	July 1, 2022 - September 30, 2022
Amendment to Professional Service Agreement	Sewer	Environmental Partners Group, Inc.	n/a	Amend existing contract for Sea St. Force Main No 3 to extend contract end date due to ongoing work	n/a	July 1, 2022 - December 31, 2022

Amendment to Professional Service Agreement	Sewer	Weston & Sampson Engineers, Inc.	n/a	Amend existing contract for 'Sconset CWMP to extend contract end date due to ongoing work	n/a	July 1, 2022 - June 30, 2023
Amendment to Professional Service Agreement	Sewer	Weston & Sampson Engineers, Inc.	n/a	Amend existing contract for Surfside WWTF Phase II improvements to extend contract end date due to ongoing work	n/a	July 1, 2022 - June 30, 2023
Professional Service Agreement	Solid Waste	ACV Environmental Services	\$108,000	Contract for 3 Hazardous Waste Collection Events	Solid Waste Enterprise Budget	July 1, 2022 - December 30, 2022



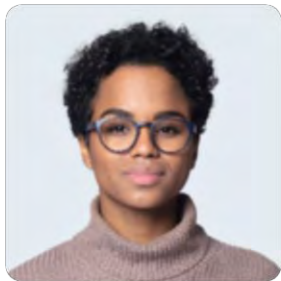
govService

Host Compliance

Nantucket

Kyle Salonga
April 2022

Monitoring Short-Term Rentals (STRs) presents both widely known and underappreciated challenges



Getting **visibility** into STR data is **nearly impossible**



Manual processes weigh on my team and **drain our budget**



Our **internal alignment** is ineffective and **suffers**



So much of my time is **wasted** on **finding more room** in the budget

🕒 **<10%**

Of STR owners voluntarily get registered and pay all of their taxes

🕒 **20-30%**

Issues with STRs growing at an alarming rate year over year

The Short-Term Rental Market is Exploding

Many communities are struggling to define and enforce regulations that preserve community character and keep communities safe while ensuring revenue collection.



15x

the # of short-term
rental listings since
2011



27

global markets
have seen home
rentals outperform
hotels in the last
year



100s

of different
platforms make it
nearly impossible
to manually track
STR property
listings



239%

Increase in STR
related party
complaints in the
last year

Without compliance, local government knows STRs bring significant challenges

>> Lost economic opportunities

>> Diminished neighborhood character

>> Impact on housing affordability

>> Wasted time and money



The Case that Short-Term Rentals Actually Make Our Neighborhoods Stronger

Ken Wilson · September 25, 2019

(Here) (Technology)

Tech challenges (and coronavirus) were the focus for rental managers in 2020

By Linda Fox | December 22, 2020



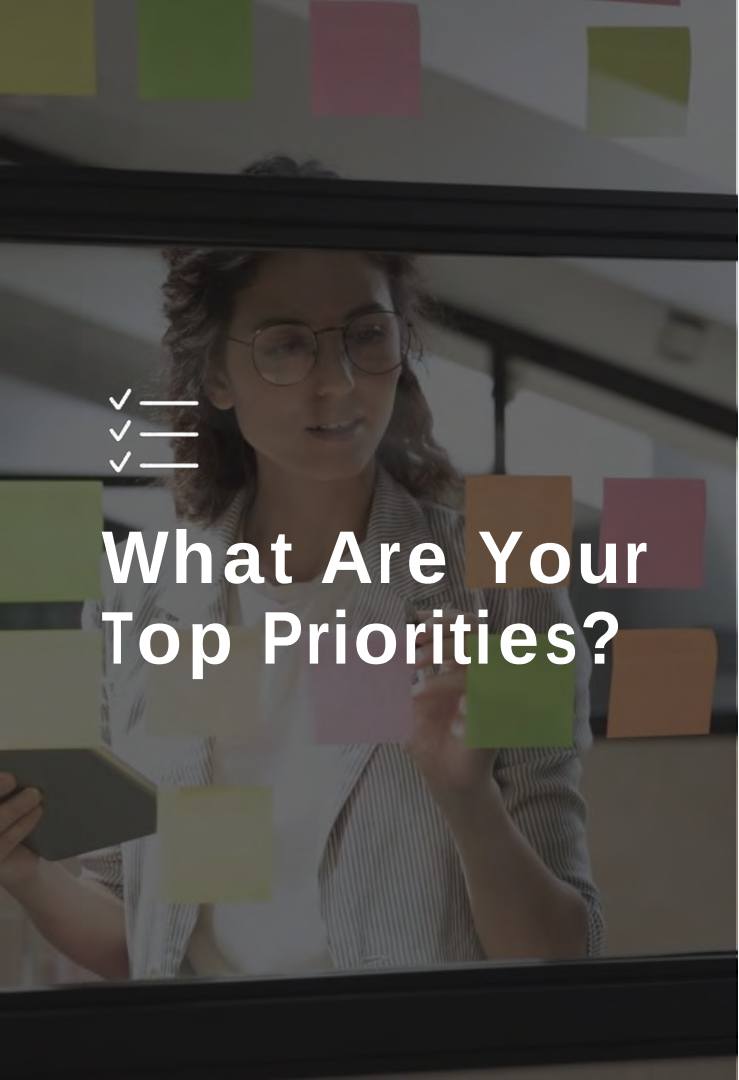
The New York Times

Airbnb Fights Its 'Party House Problem'

Noise. Damages. Safety questions. Airbnb is racing to address the risks posed by partying guests before it goes public.

Forbes

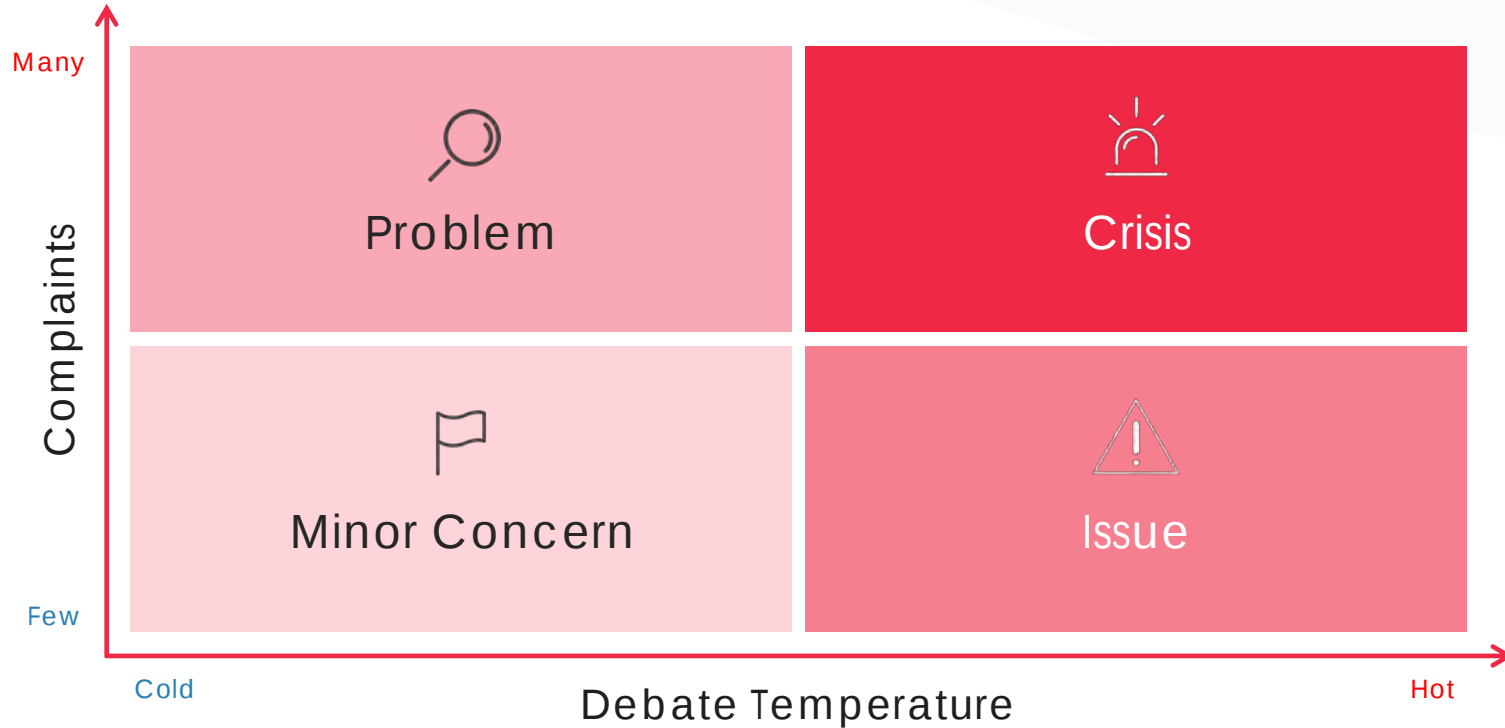
The Growth And Challenges Of Vacation Rentals In The Age Of Covid



What Are Your Top Priorities?

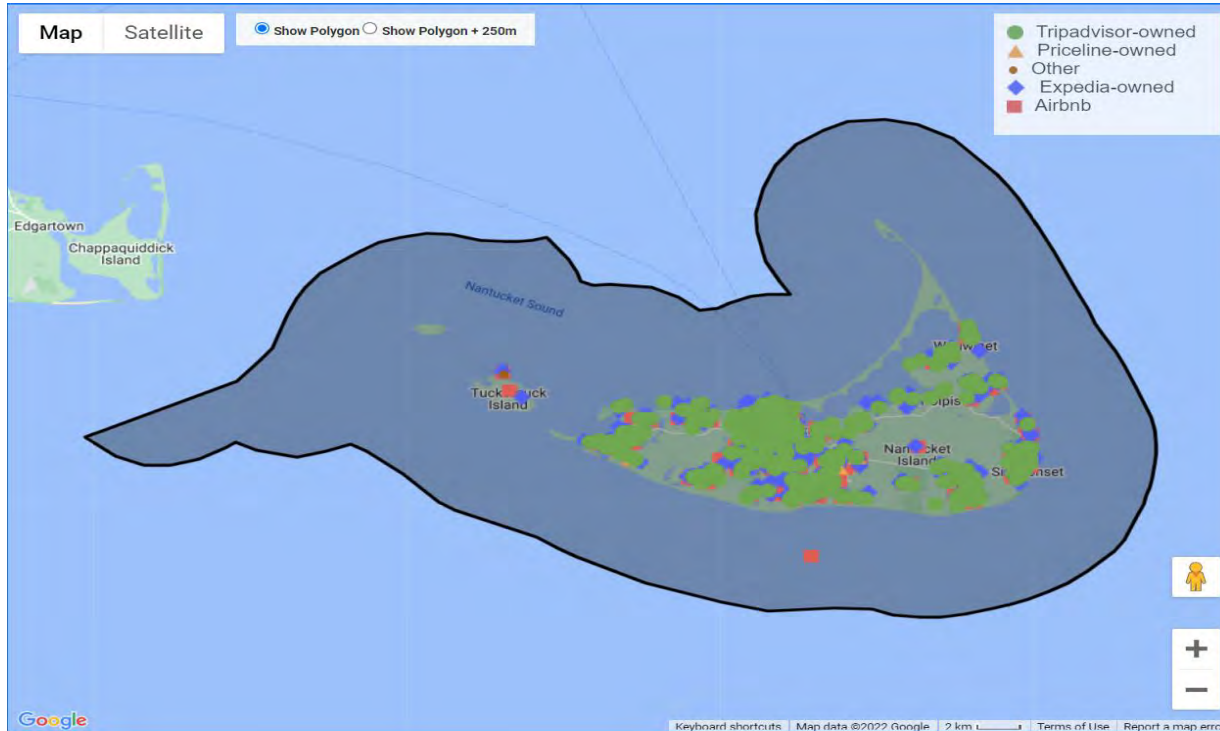
- Reduce noise, parking, traffic and trash-problems
- Eliminate party houses
- Reduce STR impact on neighborhood character
- Ensure building safety
- Improve responsiveness to neighbor complaints
- Stem STR impact on affordable housing availability
- Improve permit and tax compliance to increase tax revenue
- Ensure a level playing field between law abiding traditional lodging providers and illegal STRs
- Reduce tension between short-term rental property owners and their neighbors
- Make citizens aware that STR problems are taken seriously

How big of a challenge are short-term rentals in Nantucket?



...and in Nantucket we have identified 1,856 listings, representing 1,628 unique rental units*

Short-term rentals in Nantucket as of April 2022



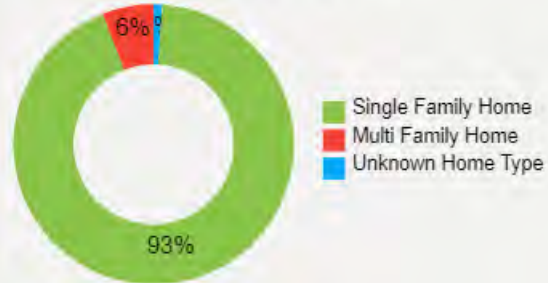
* Granicus Host Compliance's pricing is based on the count of listings and rental units that would need be to analyzed and monitored for compliance. In terms of listings, this number is 1,859 as we will expand our search area by several hundred yards beyond the borders of Nantucket to capture all relevant listings. Source: Granicus Host Compliance Proprietary Data

Nantucket STR Market Details

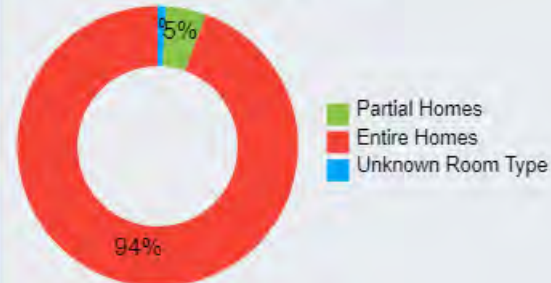
Median Nightly Rate
(USD)

\$877

Listing Types



Unit Types



True Compliance Requires a Holistic Approach

Identifying STRs alone isn't enough. You need to...

Understand the market

Understand the size and scope of short-term rentals in your community



Identify revenue loss

Ensure your community has identified every opportunity for revenue capture, creating an even playing field for all types of providers and residents



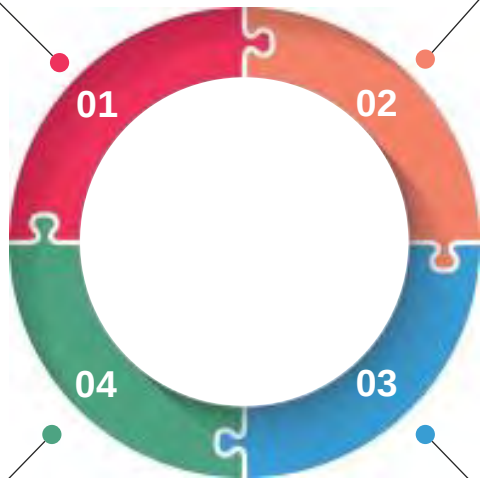
Automate and save

Support greater staff efficiency with impactful tools and process automation to help implement and enforce fair regulations



Protect the community

Ensure all lodging providers meet health and safety standards; develop short- and long-term plans to create, grow, or revitalize a community or area



Subscriber Network
A network of 250M citizen subscribers



govAccess

Transactional websites designed for today's citizen



govService

Online citizen self-service solutions and process automation



govMeetings

Meeting agendas, video, and boards management



govDelivery

Targeted email, text, and social media communications



govRecords

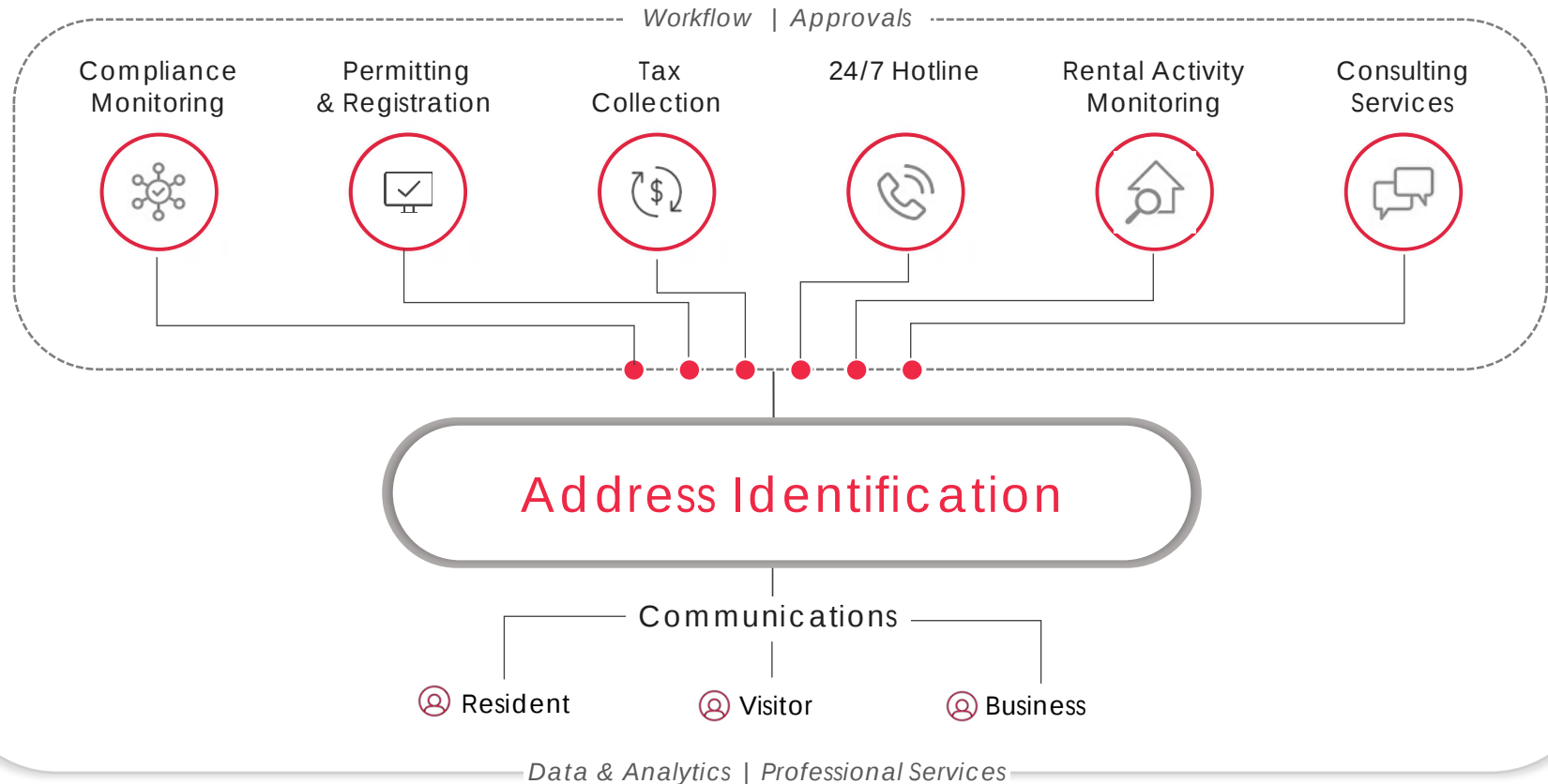
Paperless records management



Granicus Experience Group

A strategic team of experts delivering managed services

govService **Host Compliance**



Address Identification technology and processes make it possible to easily monitor the STR market and find the addresses and owners of all identifiable STRs

1

Scan

We scan the world's 60+ largest STR websites for all listings

2

Extract

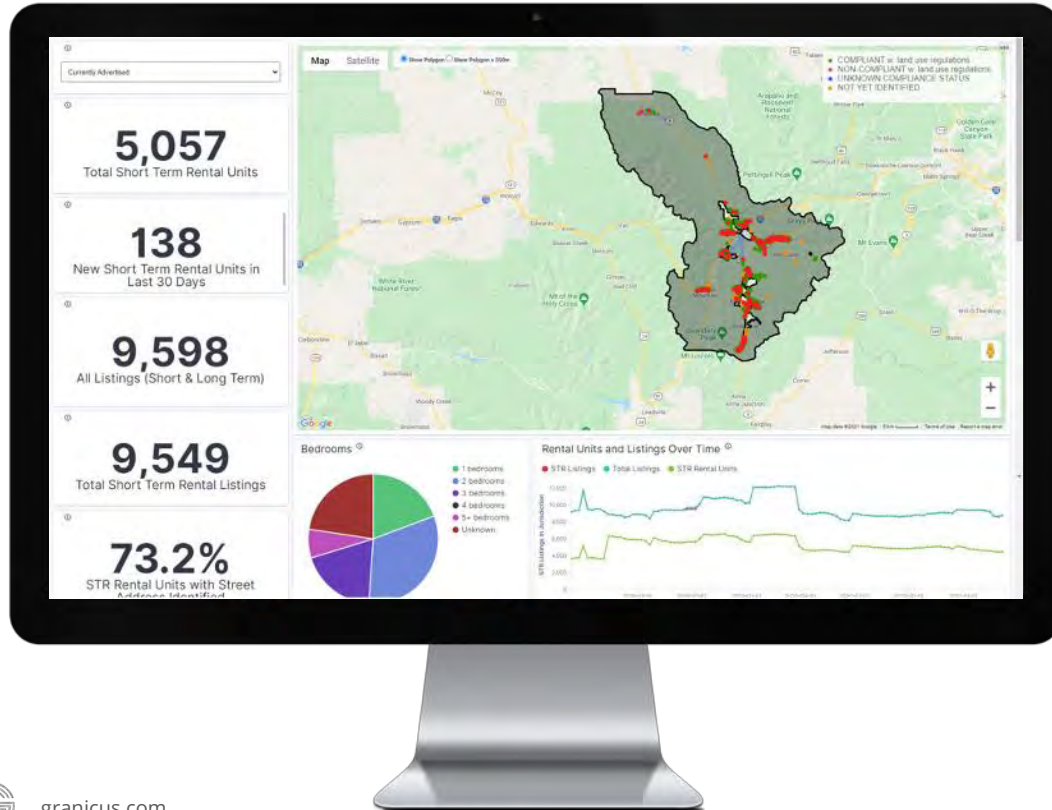
We identify each listing and extract as much information as possible to allow our AI models to narrow down the list of possible address/owner matches

3

Combine

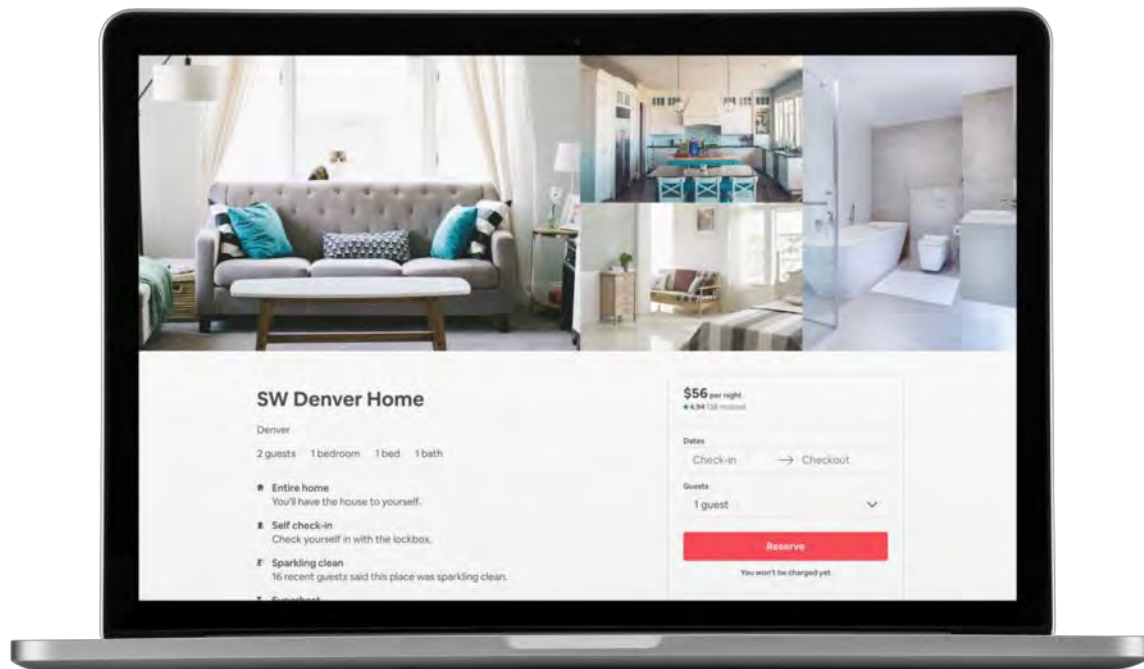
We combine AI and human analysts to identify the exact addresses and owner information for each identifiable STR

Address Identification monitors the STR market and finds the addresses and owners of all identifiable STRs

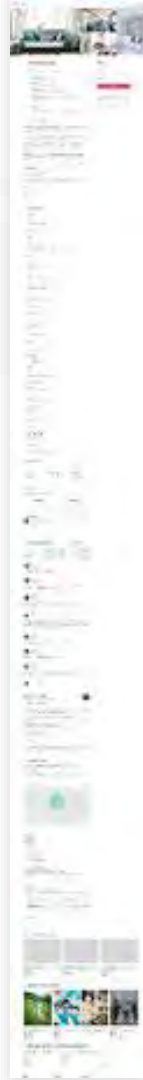


The data and screenshots are made available to authorized users in an easy-to-use online dashboard and records management system and easily exported in Excel/CSV format

Use software to **automate the systematic capture of listing screenshots**



Full Screen



Listing status, metadata and full-screen screenshots are time stamped and made available in real time on the **rental unit record**

The screenshot shows the Granicus Rental Unit Record interface. At the top, it displays the property name "19100 River Club Rd, Silverthorne, CO 80498, USA" and its status: "Active Identified Compliant". There are buttons for "PRINT" and "SEND A LETTER". Below this, the interface is divided into two main sections: "Listing(s) Information" and "Rental Unit Information". The "Listing(s) Information" section features a large photo of a hot tub and several smaller thumbnail images. The "Rental Unit Information" section includes a map of the property, a "Google" logo, and fields for "Identified Address", "Identified Unit Number", and "Identified Latitude, Longitude".

The screenshot shows the Granicus Listing Details and Timeline of Activity interface. The "Listing Details" section on the left provides information about the listing, including the "Listing URL", "Listing Status" (Active), "Listing ID", "Listing Title", "Property type", "Room type", "Listing Info Last Captured", "Screenshot Last Captured", "Price", and "Cleaning Fee". The "Information Provided on Listing" section on the right lists various details such as "Contact Name", "Phone", "Latitude, Longitude", "Minimum Stay (# of Nights)", "Max Sleeping Capacity (# of People)", "Max Number of People per Bedroom", "Number of Reviews", and "Last Documented Stay". The "Timeline of Activity" section on the far right shows a chronological list of events and documentation pertaining to the property, including "1 Documented Stay", "3 Documented Stay", "Listing #45098760 Repeated", "Listing #45098760 Removed", "2 Documented Stay", "Listing #45098760 Repeated", "Listing #45098760 Removed", "1 Documented Stay", "Listing #45098760 Identified", "Listing #45098760 First Canceled", and "Listing #45098760 First Activity".

Provide documented evidence of every address match to support all of Nantucket's enforcement efforts

Example of Searchable Evidence

Matched Details

Analyst [redacted] [redacted]

Explanation
The exterior shown in the listing photo has all of the identical features to the one shown on the assessor website. The property is hosted by [redacted] and [redacted], which matches the two owners listed by the assessor.

Listing Photos Matching 3rd Party Sources

Same exterior:

[redacted] and [redacted] mentioned as hosts, they are owners of property.

Example of Legal Declaration

CITY OF IMPERIAL BEACH-ADMINISTRATIVE CITATION APPEAL

In the Appeal Of Citation Number: [redacted] Code Enforcement Case [redacted]

Appellant, [redacted] vs. [redacted]

CITY OF IMPERIAL BEACH, Respondent.

Hearing Officer: [redacted]
Hearing Date: May 30, 2018
Hearing Time: 10:00 a.m.
Hearing Location: Mayor's Office
825 Imperial Beach Blvd.
Imperial Beach, CA 91932

I, Ulrik Binzer, declare as follows:

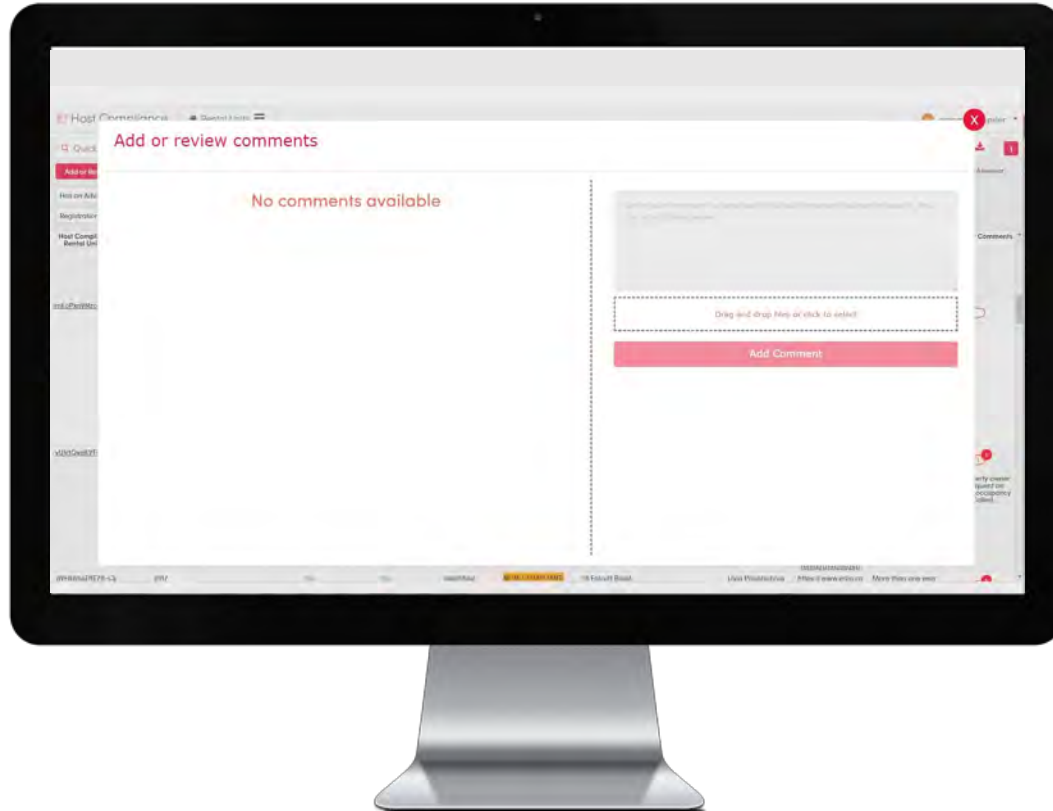
1. I am the Chief Executive Officer of Host Compliance, LLC. I have personal knowledge of all the matters stated herein and, if called as a witness, I could competently testify thereon.

2. Host Compliance, LLC ("Host Compliance") is a California Limited Liability Company that was formed on October 15, 2015 with its principal place of business located at 735 Market Street, Floor 4, San Francisco, CA 94020. I have worked for Host Compliance since its inception.

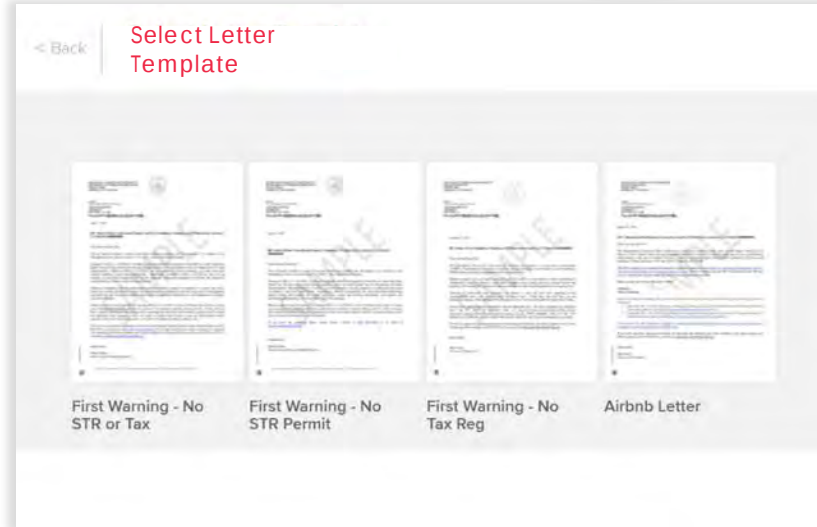
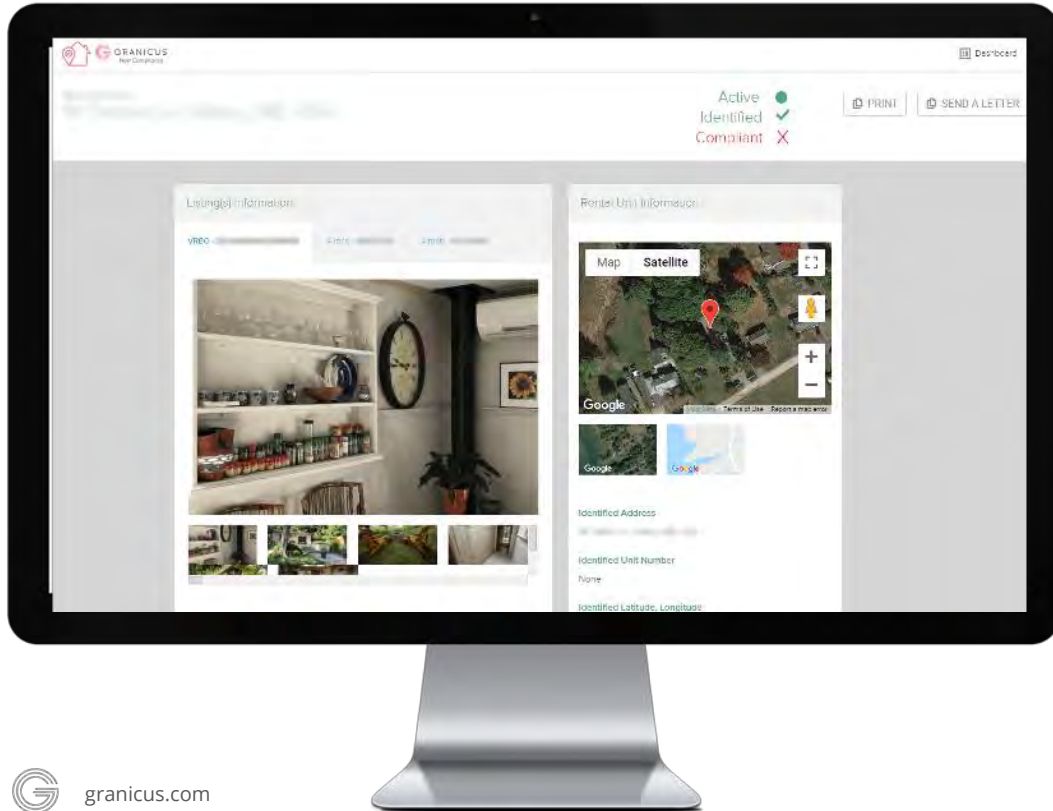
3. As the CEO, my duties at Host Compliance include managing all aspect of the Company's operations. I am also the Founder and CEO of Host Compliance. I previously served

DECLARATION OF ULRİK BINZER

Easily track the status of individual rentals and create case notes on the unit's record



Compliance Monitoring allows you to stay in control and save time by sending your enforcement letters with the click of a button

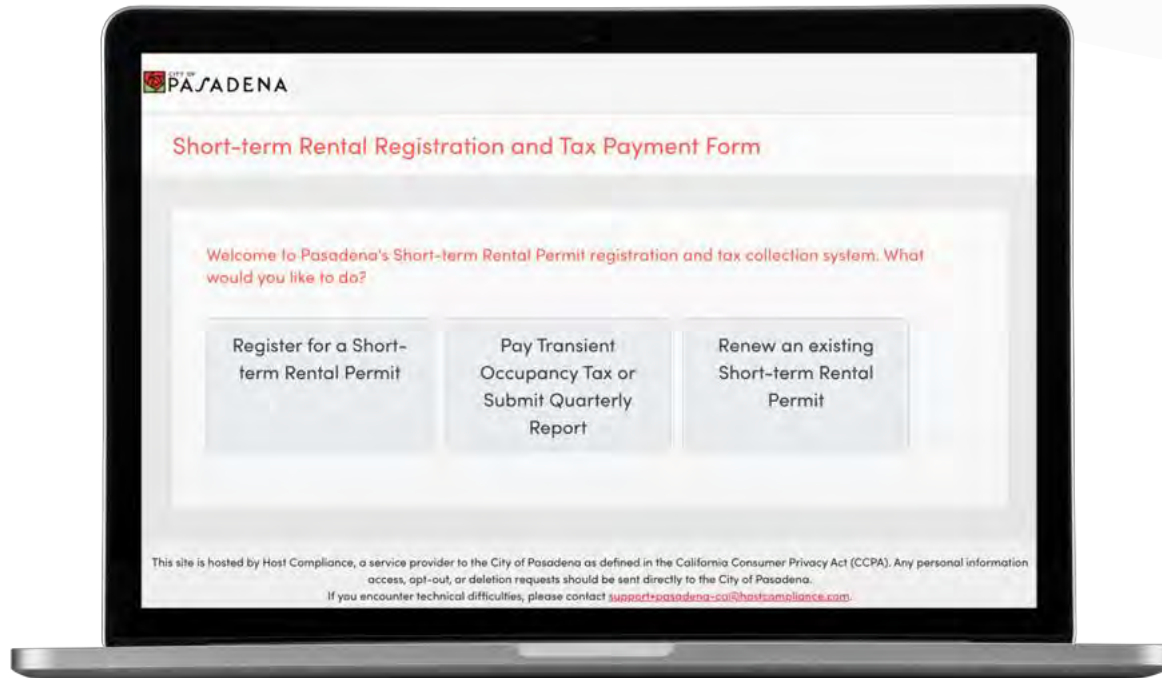


Increase your outreach effectiveness and efficiency by automatically adding evidence to communications



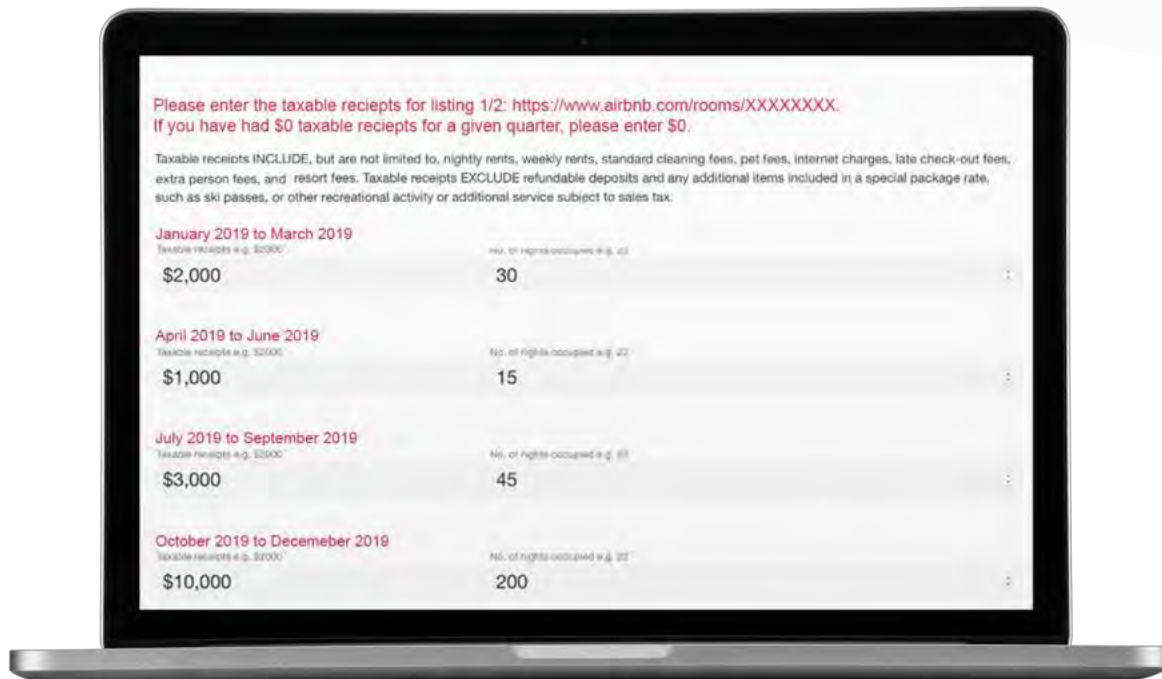
Mobile Permitting & Registration

Simplify Nantucket's permitting and registration processes and significantly reduce the administrative costs on the back-end



Tax Collection

Simplify Nantucket's tax collection process and significantly reduce the administrative costs on the back-end



Please enter the taxable receipts for listing 1/2: <https://www.airbnb.com/rooms/XXXXXXX>.
If you have had \$0 taxable receipts for a given quarter, please enter \$0.

Taxable receipts INCLUDE, but are not limited to, nightly rents, weekly rents, standard cleaning fees, pet fees, internet charges, late check-out fees, extra person fees, and resort fees. Taxable receipts EXCLUDE refundable deposits and any additional items included in a special package rate, such as ski passes, or other recreational activity or additional service subject to sales tax.

January 2019 to March 2019 Taxable receipts e.g. \$2000	No. of nights occupied e.g. 30
\$2,000	30
April 2019 to June 2019 Taxable receipts e.g. \$2000	No. of nights occupied e.g. 30
\$1,000	15
July 2019 to September 2019 Taxable receipts e.g. \$2000	No. of nights occupied e.g. 30
\$3,000	45
October 2019 to December 2019 Taxable receipts e.g. \$2000	No. of nights occupied e.g. 30
\$10,000	200

24/7 Hotline makes it easy for neighbors to report, substantiate and resolve non-emergency STR incidents in real-time

1

Report

Concerned neighbor calls 24/7 short-term rental hotline or reports incident online

2

Proof

Complainant provides info on alleged incident and is asked to submit photos, videos or other proof of the alleged violation

3

Resolution

If property is registered, Granicus Host Compliance immediately calls and texts host/emergency contact to seek acknowledgement & resolution

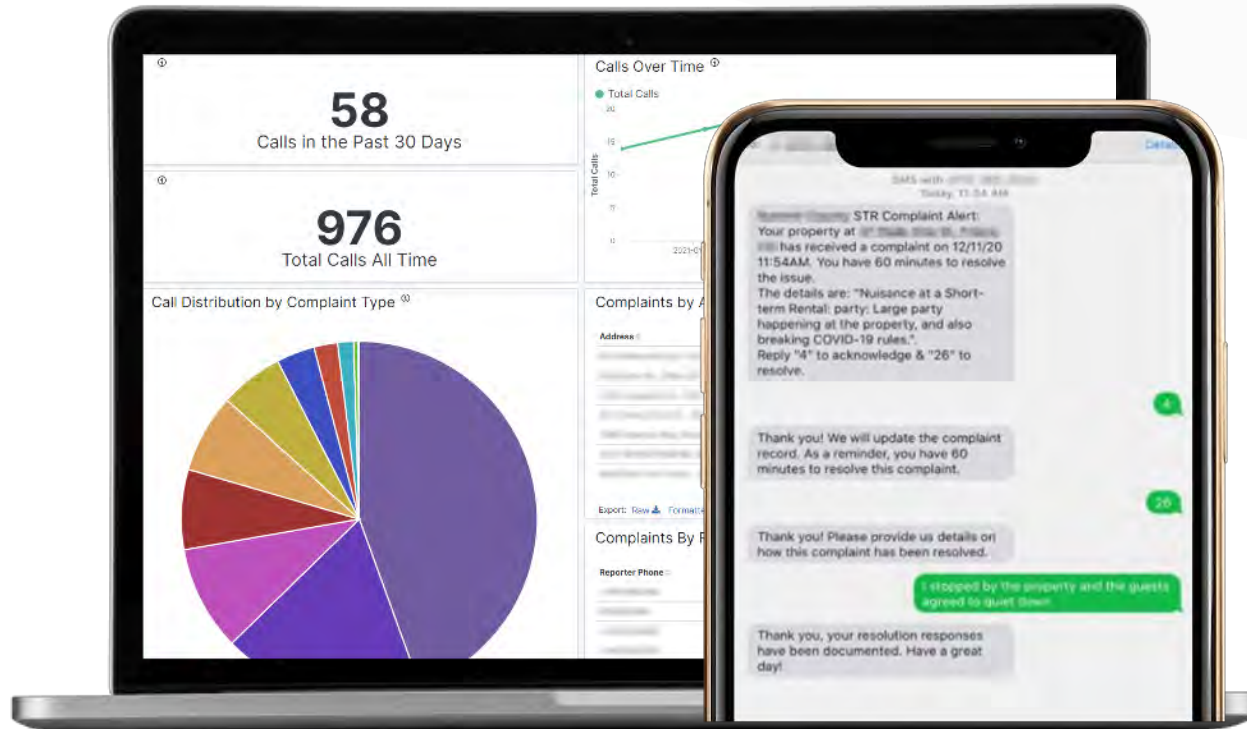
4

Complete

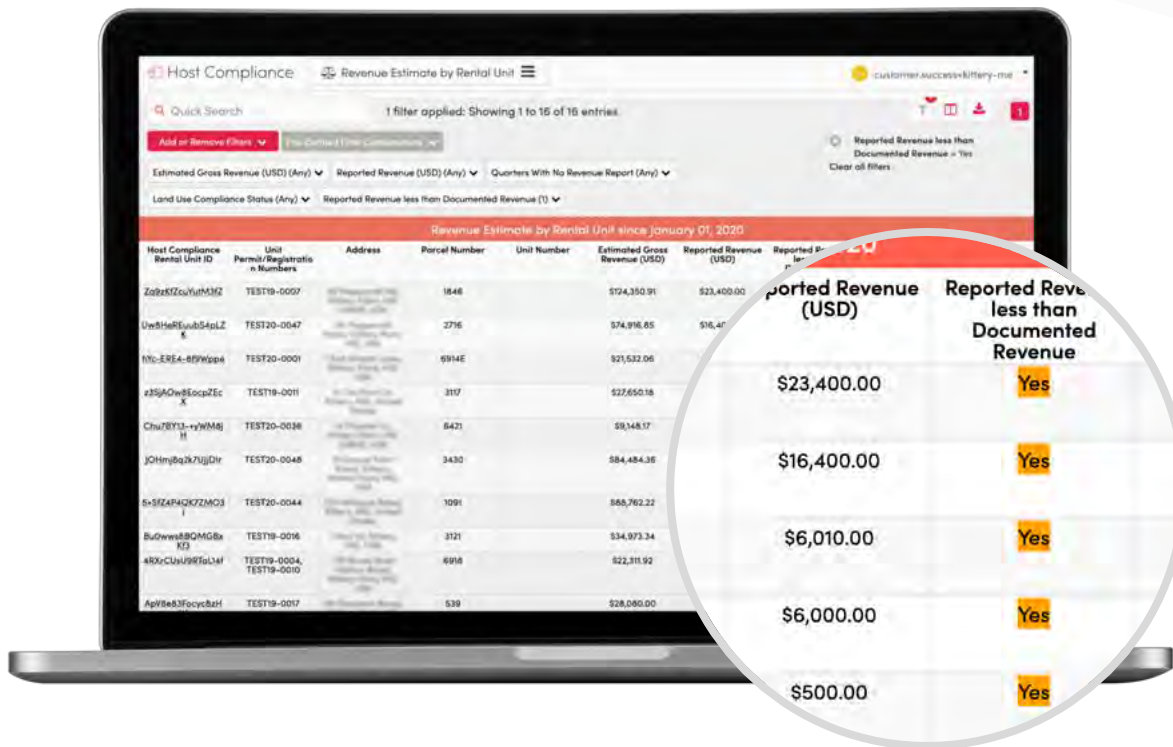
Problem solved – complaints & resolution notes saved in database so serial offenders can be held accountable



Get detailed reports and dashboards to track all short-term rental related complaints in real-time



Rental Activity Monitoring automates the selection of audit candidates to maximize the impact of audit efforts

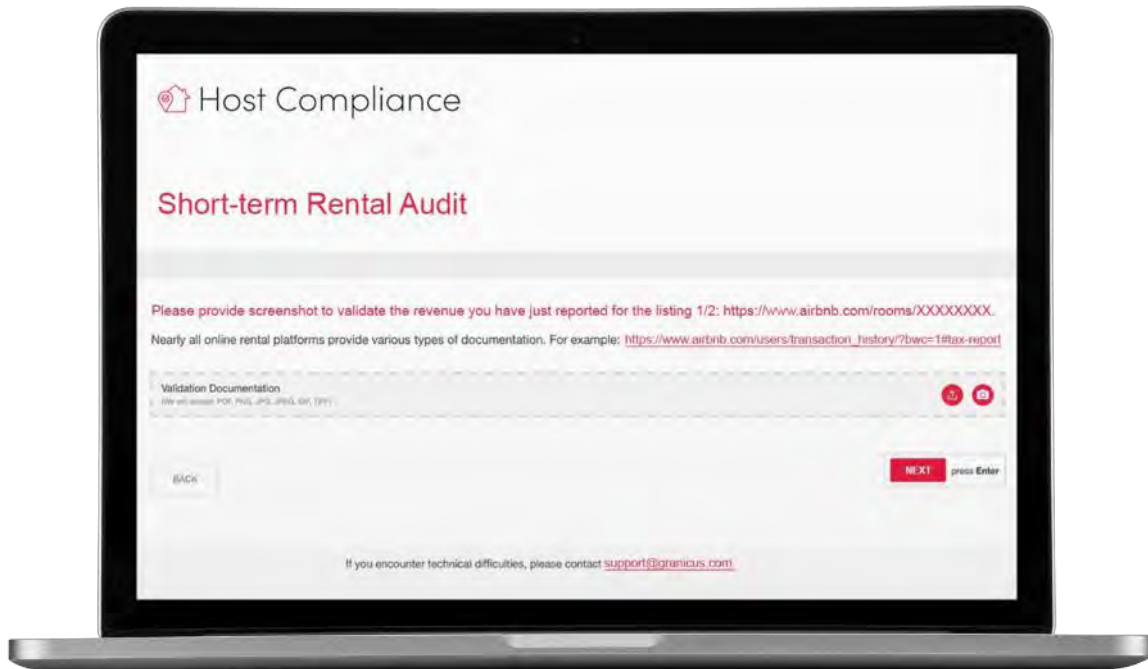


The screenshot displays the Host Compliance software interface. At the top, there's a navigation bar with 'Host Compliance' and 'Revenue Estimate by Rental Unit'. Below this is a search bar and a filter section showing '1 filter applied: Showing 1 to 16 of 16 entries'. The main table is titled 'Revenue Estimate by Rental Unit since January 01, 2020'. The table has columns for Host Compliance Rental Unit ID, Unit Permit/Registration Numbers, Address, Parcel Number, Unit Number, Estimated Gross Revenue (USD), Reported Revenue (USD), and Reported Revenue less than Documented Revenue. A magnifying glass is positioned over the 'Reported Revenue (USD)' and 'Reported Revenue less than Documented Revenue' columns, highlighting the following data:

Reported Revenue (USD)	Reported Revenue less than Documented Revenue
\$23,400.00	Yes
\$16,400.00	Yes
\$6,010.00	Yes
\$6,000.00	Yes
\$500.00	Yes

Identifying tax fraud and occupancy/rental frequency violations by STR listings for signs of rental activity

Streamline the audit process by **requesting all backup information through simple, interactive online forms**



Host Compliance

Short-term Rental Audit

Please provide screenshot to validate the revenue you have just reported for the listing 1/2: <https://www.airbnb.com/rooms/XXXXXXXXX>.

Nearly all online rental platforms provide various types of documentation. For example: https://www.airbnb.com/users/transaction_history?bwc=1#tax-report

Validation Documentation
(We will accept PDF, PNG, JPG, JPEG, GIF, TIFF)

BACK NEXT press Enter

If you encounter technical difficulties, please contact support@granicus.com

Hosts can easily **upload** STR revenue statements to verify rental activity

The background features a collage of various hand-drawn sketches and sticky notes. Notable elements include a pie chart labeled 'MARKET SHARE' with a segment highlighted and labeled '30%', a sticky note with '2 YEAR' and 'PLAN', a 'DESIGN' sticky note with a flowchart, a 'DIGITAL MEDIA' sticky note with a diagram, a 'PRODUCT SERVICE QUALITY' sticky note, a 'TEAMWORK' sticky note with three figures, a 'TIME LINE' sticky note with a clock, and a 'CONCEPTS' sticky note with a list. A white speech bubble icon is positioned above the text 'Consulting Services'.

Consulting Services

Short-Term Rental regulation creation, updates, and guidance from planning experts

- ✓ Experience with hundreds of communities including 1) access to proprietary regulations data that is the most trusted by government and 2) support on hundreds of regulations.
- ✓ Custom public outreach strategy and messaging framing.
- ✓ Complete draft of a custom short-term rental ordinance.
- ✓ Compliance monitoring and enforcement plan for staff and legal counsel to refine and adopt.

How can you make sure **all voices are heard** while considering short-term rental regulations?



Neighborhoods

- Organized neighborhood groups (including HOAs, etc.)
- Individual homeowners
- Renters
- Housing advocacy groups



Government

- Code Enforcement
- Planning & Zoning
- Public Safety
- Assessor



Lodging

- Existing STR host groups
- Individual STR hosts
- Realtors
- Current lodging providers
- Tourism Board

With **Bang The Table** community engagement in Nantucket just got easier



Choose the right mix of online feedback tools for your community engagement objectives



Foster meaningful connections and build trust with your community



Deliver a seamless, closed-loop communication experiences for your citizens



Reach targeted audiences and use data to measure effectiveness

Why Government Leaders Choose Granicus

Trusted by thousands of government agencies at all levels



Secure

Security-First

FedRAMP authorized; Tier III, DOD-approved data centers; Private vs. Public cloud.



Simplified

One Platform

Streamline digital services by consolidating to a single platform vs. multiple vendors and applications.



Supported

1 Team, 24/7

Around-the-clock support and training for your entire team; three types of support available – technical, success, adoption.



Innovation Leader

First-to-Market Technology

\$20M Invested Annually in R&D, Foremost innovator of government SaaS technology, with 5 first-to-market solutions.



govService **Host Compliance**



Address Identification

Automated monitoring of 60+ STR websites and online dashboard with complete address information and screenshots of all identifiable short-term rentals.



Compliance Monitoring

Ongoing monitoring of STRs for zoning and permit compliance coupled with systematic outreach to illegal short-term rental operators.



Permitting & Registration

Online forms and back-end systems to streamline the registration process and capture required documentation, signatures and payments electronically.



Tax Collection

Make tax reporting and collection easy for hosts and staff to submit and review online.



24/7 Hotline

Make it easy for neighbors to report, prove, and resolve non-emergency short-term rental related problems in real-time, any day, at any hour.



Rental Activity Monitoring

Estimate occupancy or rental revenue for each property and identify audit candidates who are under-reporting on taxes or exceeding occupancy regulations.

To accommodate any budget and ensure a high ROI for our clients, our services are priced based on the number of STRs that need to be monitored

Cost per STR Listing/Rental Unit	
 Address Identification	\$22.50 Per Year
 Compliance Monitoring	\$11.25 Per Year
 Permitting & Registration	\$8.00 Per Year
 Tax Collection	\$8.00 Per Year
 24/7 Hotline	\$9.00 Per Year
 Rental Activity Monitoring	\$15.00 Per Year

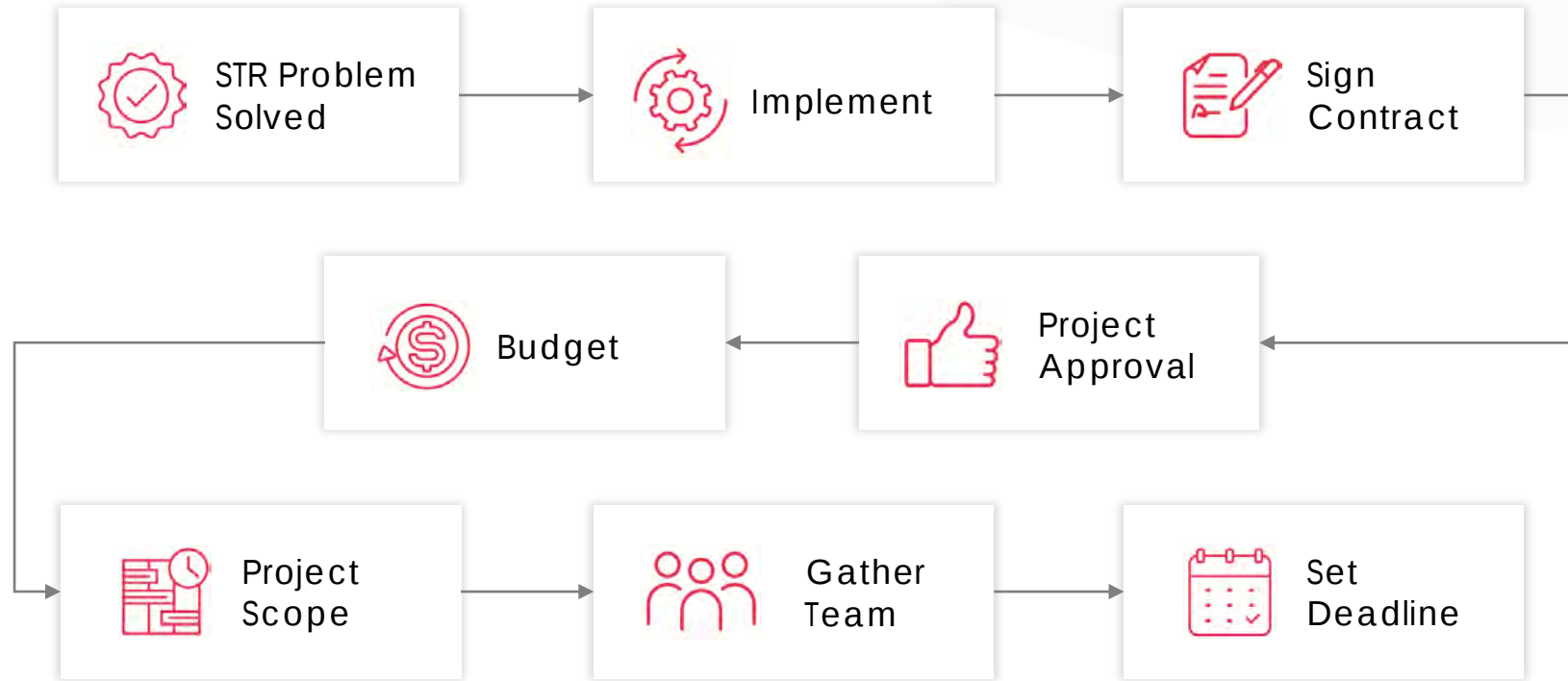
Note: the pricing reflected is direct, list pricing in USD. The exact scope can be adjusted to meet Nantucket's exact monitoring needs in terms of geography, listing sites, listing types and other variables.



Modular pricing tailored to Nantucket's short-term rental needs

	Address Identification	\$41,828 Per Year
	Compliance Monitoring	\$18,315 Per Year
	Permitting & Registration	\$13,024 Per Year
	Tax Collection	\$13,024 Per Year
	24/7 Hotline	\$14,652 Per Year
	Rental Activity Monitoring	\$24,420 Per Year

Working backwards to a solution to address Nantucket's STR challenges





Next Steps

I. Send Meeting Summary & Presentation

II. Schedule All Team Value Meeting

Participant: Administration, Finance, Planning, Code Enforcement, Elected Officials

III. Confirm Performance Goals & Metrics

Participant: Administration, Finance, Planning, Code Enforcement, Elected Officials

- a) Return on Investment Experienced by Peer Governments
- b) Alignment on Success Metrics/KPIs

IV. Develop Joint Action Plan for addressing Nantucket's needs

Participant: Administration, Finance, Planning, Code Enforcement, Elected Officials

- a) Set appropriate expectations
- b) Efficiently utilize staff time
- c) Address requirements, fit, and value
- d) Optimize time to completion while ensuring highest quality

Contact Info

Please feel free to contact us anytime if you have any questions about short-term rental compliance and how to best address the associated monitoring and enforcement challenges.

Kyle Salonga

kyle.salonga@granicus.com

415.874.1783



CONSENT AGENDA ITEMS FOR 7/6/2022 SELECT BOARD MEETING

1. Gift Acceptances

Recommend the acceptance of the following gifts to Town agencies:

- Human Services for the Saltmarsh Senior Center:
 - o Gift of \$100 from Kermit and Pricilla Roosevelt
 - o Gift of \$500 from Hal Miller
- Natural Resources Department:
 - o Gift of \$168 from Proud Pour Inc. for the Oyster Restoration Program

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.

MEMO



Date: June 21, 2022

TO: Jason Bridges, 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 Kermit & Priscilla Roosevelt: \$100.00 gift for the Saltmarsh Center

From Hal Miller: \$500.00 gift for the Saltmarsh Senior 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 NATURAL RESOURCES DEPARTMENT

131 PLEASANT STREET
NANTUCKET, MA 02554

(508) 228-7230



Select Board
16 Broad Street
Nantucket, MA 02554
06/29/2022

Dear Board Members,

On behalf of the Natural Resources Department we are requesting that the Select Board accept a gift of \$168.00 from Proud Pour Inc. This donation will be used for the Oyster Restoration Program

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

Sincerely,

Jeff Carlson,
Town of Nantucket
Natural Resources Coordinator



Agenda Item Summary

Agenda Item #	IX. 1.
	7/6/2022

Staff

Ken Beaugrand, Real Estate Specialist

Subject

Public Hearing to designate Macy Road, Madaket as one-way northeast-bound from Chicago Street to Baltimore Street.

Executive Summary

The winter of 2021/22 has caused erosion of a significant portion of the parking area for the public beach area. A solution has been arrived at and surveyed so that the full extent of the Town's ownership of the road has been identified and a plan put in place to provide additional parking within the boundaries of the roadway for this area. In order to have the best traffic flow in this area, it is recommended that we make Macy Road one-way so that the Madaket Beach parking lot is only accessed from Madaket Road and the egress from that parking lot is out through Macy Road to Baltimore. To facilitate the additional parking, the following changes have been implemented as indicated in the photos attached., namely angled parking at the start of Macy Road in from the parking lot to the rear edge of the property owned by Millie's and then parallel parking on the left side of Macy Road from there out to Baltimore Street.

Staff Recommendation

Vote to designate Macy Road, Madaket as one-way northeast-bound from Chicago Street to Baltimore Street. Roadway has been staked by the Town's surveyors and proposed parking areas implemented by the DPW within the Town's road right of way. .

Background/Discussion

This seeks to alleviate some of the previously existing problems in this area.

Impact: Environmental ☒ Fiscal ☒ Community ☒ Other ☐

To address the traffic and safety problems in this area.

Board/Commission Recommendation

Public Outreach

Notice of Public Hearing published in the 6/23 and 6/30 editions of the paper and abutters were notified of the hearing via certified mail.

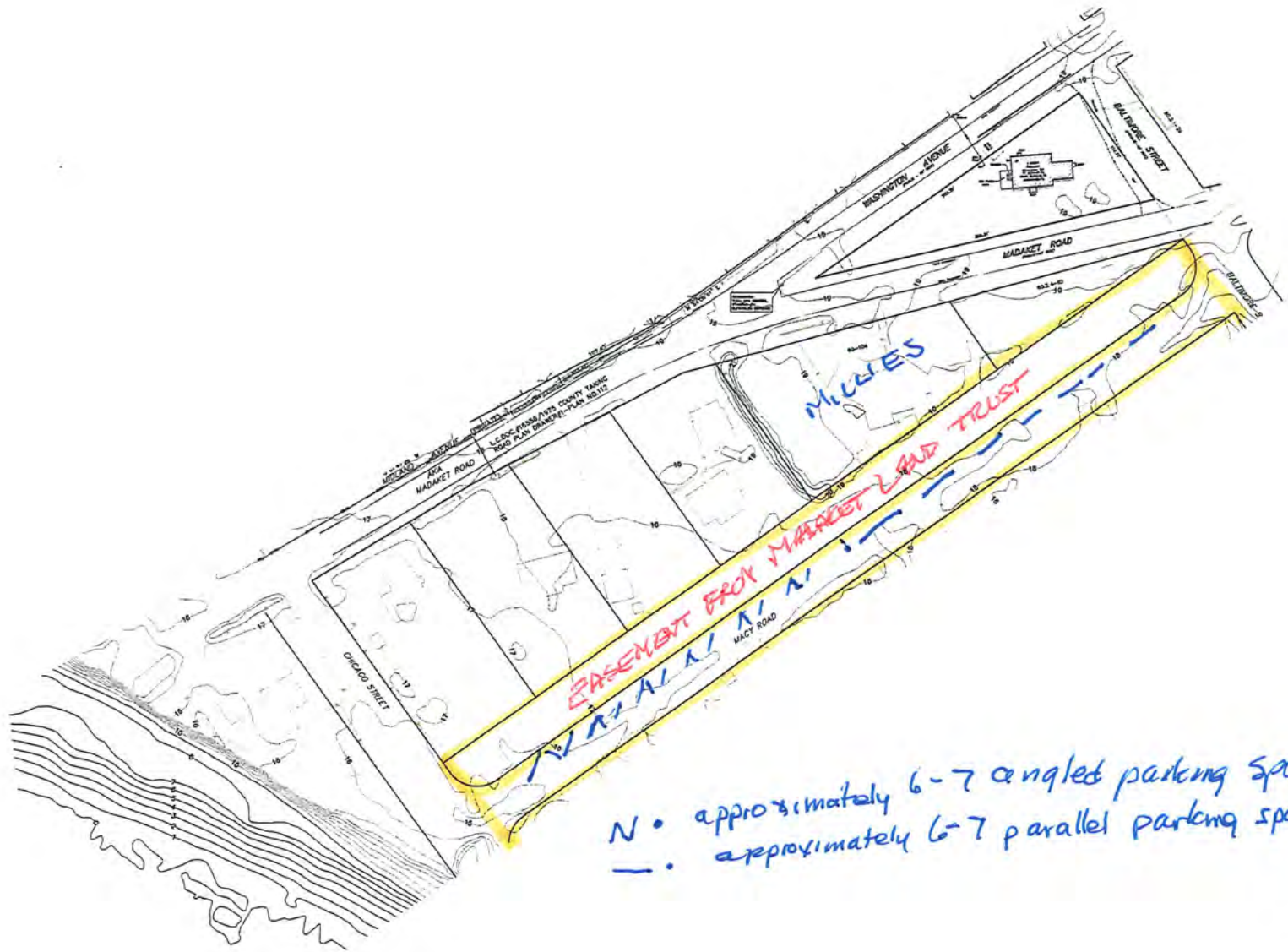
Connection to Existing Applicable Plan (i.e., Strategic Plan, Master Plan, etc.)

Fits in to the long-term Quality of Life goal

Attachments

Survey plan; photos; Traffic Safety Work Group recommendation and Select Board vote; abutter notification





- N • approximately 6-7 angled parking spots
- • approximately 6-7 parallel parking spots

From: [Erika Mooney](#)
To: [Erika Mooney](#)
Subject: Macy
Date: Monday, May 30, 2022 1:08:22 PM

This email was scanned by Bitdefender













From: [Erika Mooney](#)
To: [Erika Mooney](#)
Subject: More
Date: Monday, May 30, 2022 1:09:13 PM

This email was scanned by Bitdefender

















MEMO

TO: Town Manager

FROM: Arthur Gasbarro, Chair
Traffic Safety Work Group

DATE: March 4, 2021

RE: Traffic Safety Recommendations Requiring Select Board Action

The Traffic Safety Work Group has recommended the following that requires Select Board approval:

- a. Extend yellow no-parking line adjacent to Land Bank Codfish Park Playground on Gully Road to allow sight lines to be maintained for people exiting the playground.
- b. Designate no parking on south side of Macy Road, Madaket to allow for emergency vehicles and residents to pass through.
- c. Install stop sign on Coffin Street at intersection of West Sankaty Road making three-way stop.
- d. Curb cut at 3 West Chester Street, resulting in elimination of less than one on-street parking space and creation of two off-street parking spaces.

**Property Information**

Property ID 60 143
Location MACY RD
Owner TOWN OF NANTUCKET

**MAP FOR REFERENCE ONLY
NOT A LEGAL DOCUMENT**

Town and County of Nantucket, MA makes no claims and no warranties, expressed or implied, concerning the validity or accuracy of the GIS data presented on this map.

Geometry updated Jan. 2021
Data updated Jan. 2021



b) Designate no parking on south side of Macy Road, Madaket to allow for emergency vehicles and residents to pass through. Mr. Bruce Mandel, Mr. Steve Atlass and Mr. Max Brown all commented on the recommendation. Mr. Fee suggested angled parking on one side. He commented that with more houses and vehicles on the island, parking becomes a more serious problem and that ultimately all-day parking will have to be restricted. He said he supports the recommendation. Ms. Murphy moved approval; seconded by Mr. Fee. So voted by roll call vote. Chair Holdgate – Yes; Mr. Bridges – Yes; Mr. Fee – Yes; Ms. Ferrantella – Yes; Ms. Murphy – Yes.

c) Install stop sign on Coffin Street at intersection of West Sankaty Road making three-way stop. Mr. Fee moved approval; seconded by Ms. Murphy. So voted by roll call vote. Chair Holdgate – Yes; Mr. Bridges – Yes; Mr. Fee – Yes; Ms. Ferrantella – Yes; Ms. Murphy – Yes. Operations Administrator Erika Mooney noted that a public hearing will need to be held before a stop sign can be installed.

d) Curb cut at 3 West Chester Street, resulting in elimination of less than one on-street parking space and creation of two off-street parking spaces. Mr. Fee commented that he does not like to see “parking yards” with loss of gardens and that a way should be found to allow residents to park in front of their houses. Mr. Bridges said he supports the recommendation. Mr. Bridges moved approval; seconded by Ms. Ferrantella. So voted by roll call vote. Chair Holdgate – Yes; Mr. Bridges – Yes; Mr. Fee – No; Ms. Ferrantella – Yes; Ms. Murphy – Yes.

XI. SELECT BOARD'S REPORTS/COMMENT

1. Discussion Regarding Various 2021 Annual Town Meeting/Election Warrant Articles/Ballot Questions, Including but not Limited to:

- Article 23 (Appropriation for Affordable Housing Trust Fund - \$475,000)
- Article 24 (Appropriation for Affordable Housing Trust Fund - \$7,500,000)
- Article 38 (Affordable and Year-round Housing Stabilization Fund)
- Article 97 (Home Rule Petition: Allocate Portion of Land Bank Real Estate Transfer Fee to Support Year-round Housing).

Ms. Gibson introduced the item. Housing Director Tucker Holland thanked the Finance Committee for a thorough discussion of these articles on March 8, 2021. He proceeded to review the current status of the Town's Subsidized Housing Inventory (SHI) as well as where it stands with “Safe Harbor” from 40B developments. Ms. Gibson reviewed a proposal for the Board from her and the Finance Director for the Board's consideration to potentially recommend to the Finance Committee, that Articles 23 and 38 have a Finance Committee motion for “No Action” and that instead the motion to Article 8 (General Fund Operating Budget) include an appropriation of \$2,000,000 to the Affordable Housing Trust. She explained that pursuant to a Finance Committee meeting about these articles on March 8, 2021, it became apparent that the Affordable Housing Trust needs a stable, annual appropriation to do its work and further the goals of the Town with respect to affordable housing. She reviewed concerns with Article 38 as to flexibility with use of a Stabilization Fund as well as the very large appropriation that would necessitate significant General Fund budget cuts for FY 2022. She also noted that while affordable housing is extremely important, it is incumbent upon her and the Finance Director to take into consideration the “big picture” of issues facing the Town, all of which will need significant funding as well. Ms. Murphy expressed support for this recommendation and agreed that the Town has an obligation to provide a stable appropriation for affordable housing. She noted that while she appreciates the sponsor of Article 38 bringing his article forward, she is concerned about the impact to the Town budget and items mentioned by Ms. Gibson. Brooke Mohr of the Affordable Housing Trust asked about the Stabilization Fund use asked for confirmation if the proceeds in it cannot be used for borrowing. Director of Finance Brian Turbitt confirmed

Via Email

June 17, 2022

The Inquirer and Mirror
ATTN: Legal Ads
PO Box 1198
Nantucket, MA 02554

Please place the following legal notice in the June 23 and June 30, 2022 issues of the Inquirer & Mirror and charge the advertising fee to the Select Board account. Thank you.

Please send proof when ready.

Thanks,
Erika Mooney

PUBLIC HEARING

Please be advised that the Select Board will hold a public hearing on Wednesday, July 6, 2022 at 5:30 PM to consider designating Macy Road, Madaket as one-way northeast bound. The hearing will be held in the Public Safety Facility Community Room at 4 Fairgrounds Road and by remote participation via Zoom Webinar. Please see meeting posting for remote participation and viewing links.

SELECT BOARD

Cc: NPD

Town and County of Nantucket

Select Board • County Commissioners

Jason Bridges, Chair
Matt Fee
Dawn E. Hill Holdgate
Brooke Mohr
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

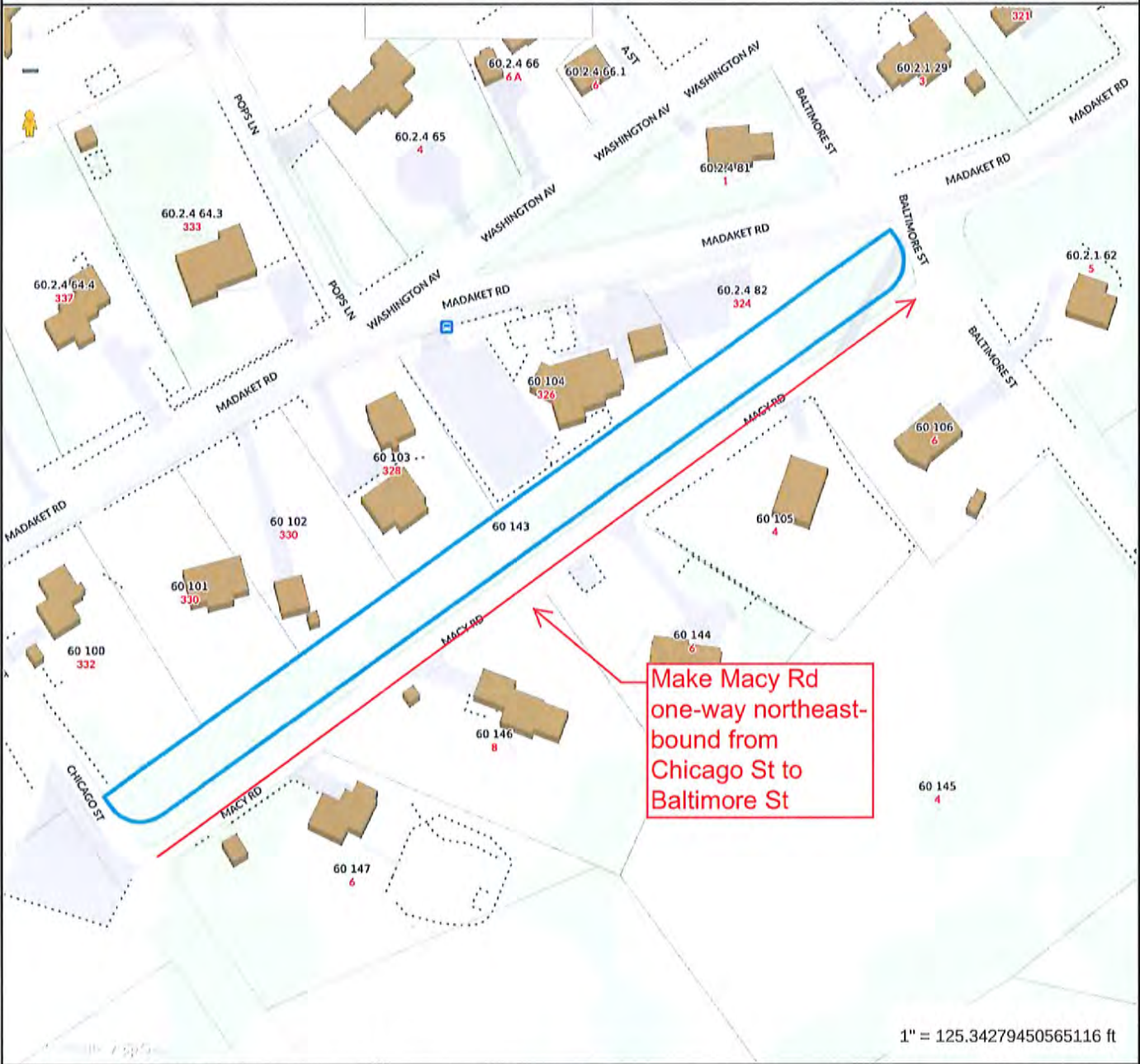
ABUTTER NOTICE

PUBLIC HEARING

Please be advised that the Select Board will hold a public hearing on Wednesday, July 6, 2022 at 5:30 PM to consider designating Macy Road, Madaket as one-way northeast-bound from Chicago Street to Baltimore Street. The hearing will be held in the Public Safety Facility Community Room at 4 Fairgrounds Road and by remote participation via Zoom Webinar. Please see meeting posting for remote participation and viewing links.

SELECT BOARD

If you have questions, please contact Real Estate Specialist Ken Beaugrand at 508-228-7200 x 7058 or email kbeaugrand@nantucket-ma.gov.



Property Information Property ID 60 143 Location MACY RD Owner TOWN OF NANTUCKET	 MAP FOR REFERENCE ONLY NOT A LEGAL DOCUMENT Town and County of Nantucket, MA makes no claims and no warranties, expressed or implied, concerning the validity or accuracy of the GIS data presented on this map. Geometry updated 05/31/2022 Data updated Jan. 2021	Print map scale is approximate. Critical layout or measurement activities should not be done using this resource.
---	--	--

Abutters Listing

MBLU	Lot	Lot Cut	Owner Full Name	Co-Owner Full Name	Address Line 1	City	State	Zip	Location
60	100		KILBOURNE KENT & ANN E TRS		424 PROSPECT ST	PRINCETON	NJ	08540	332 MADAKET RD
60	101		ALFORD EDWARD L & PATRICIA		PO BOX 537	SOUTH HADLEY	MA	01075-0537	330 MADAKET RD
60	102		ALFORD EDWARD L & PATRICIA		PO BOX 537	SOUTH HADLEY	MA	01075-0537	330 MADAKET RD
60	103		HERNANDEZ JOHN PATRICK ETAL		25 NORTHERN AVE APT # 1910	BOSTON	MA	02210	328 MADAKET RD
60	104		ANDERSON GRENNAN TRUSTEE	ANDERSON NOMINEE TRUST	P O BOX 5244	NANTUCKET	MA	02554	326 MADAKET RD
60	105		NICHOLSON LAURA TR	4 MACY RD REALTY TRUST	88 STRAWBERRY HILL ROAD	ACTON	MA	01720	4 MACY RD
60	106		PICCIRILLO PAUL A ETAL		PO BOX 16	NANTUCKET	MA	02554-0016	6 BALTIMORE ST
60	141		KURLAND SCOTT H & CANDICE M		53 WINDSOR RD	WELLESLEY	MA	02481	334 MADAKET RD
60	144		GREENE TIMOTHY		19 EAST BATTERY	CHARLESTON	SC	29401	6 MACY RD
60	146		GALLAGHER PHILIP N JR		PO BOX 1071	NANTUCKET	MA	02554	8 MACY RD
60	147		SMITH DAVID TRUSTEE	C/O SCHNADER HARRISON SEGAL & LEWIS	1600 MARKET STREET STE 3600	PHILADELPHIA	PA	19103	6 CHICAGO ST
6021	62		KING WALTER C III		40 RICE RD	WAYLAND	MA	01778	5 BALTIMORE ST
Count:	12								

KILBOURNE KENT & ANN E TRS
424 PROSPECT ST
PRINCETON, NJ 08540

7003 3110 0005 1212 2002

HERNANDEZ JOHN PATRICK ETAL
PO BOX 3066
BOSTON, MA 02584

7003 3110 0005 1212 2026

PICCIRILLO PAUL A ETAL
PO BOX 16
NANTUCKET, MA 02554-0016

7003 3110 0005 1212 2057

GALLAGHER PHILIP N JR
PO BOX 1071
NANTUCKET, MA 02554

7003 3110 0005 1211 0382

ALFORD EDWARD L & PATRICIA
PO BOX 537
SOUTH HADLEY, MA 01075-0537

7003 3110 0005 1212 2019

ANDERSON GRENNAN TRUSTEE
ANDERSON NOMINEE TRUST
P O BOX 5244
NANTUCKET, MA 02554

7003 3110 0005 1212 2033

KURLAND SCOTT H & CANDICE M
53 WINDSOR RD
WELLESLEY, MA 02481

7003 3110 0005 1211 0368

SMITH DAVID TRUSTEE
C/O SCHNADER HARRISON SEGAL &
LEWIS
1600 MARKET STREET STE 3600
PHILADELPHIA, PA 19103

7003 3110 0005 1211 0399

ALFORD EDWARD L & PATRICIA
PO BOX 537
SOUTH HADLEY, MA 01075-0537

NICHOLSON LAURA TR
4 MACY RD REALTY TRUST
88 STRAWBERRY HILL ROAD
ACTON, MA 01720

7003 3110 0005 1212 2040

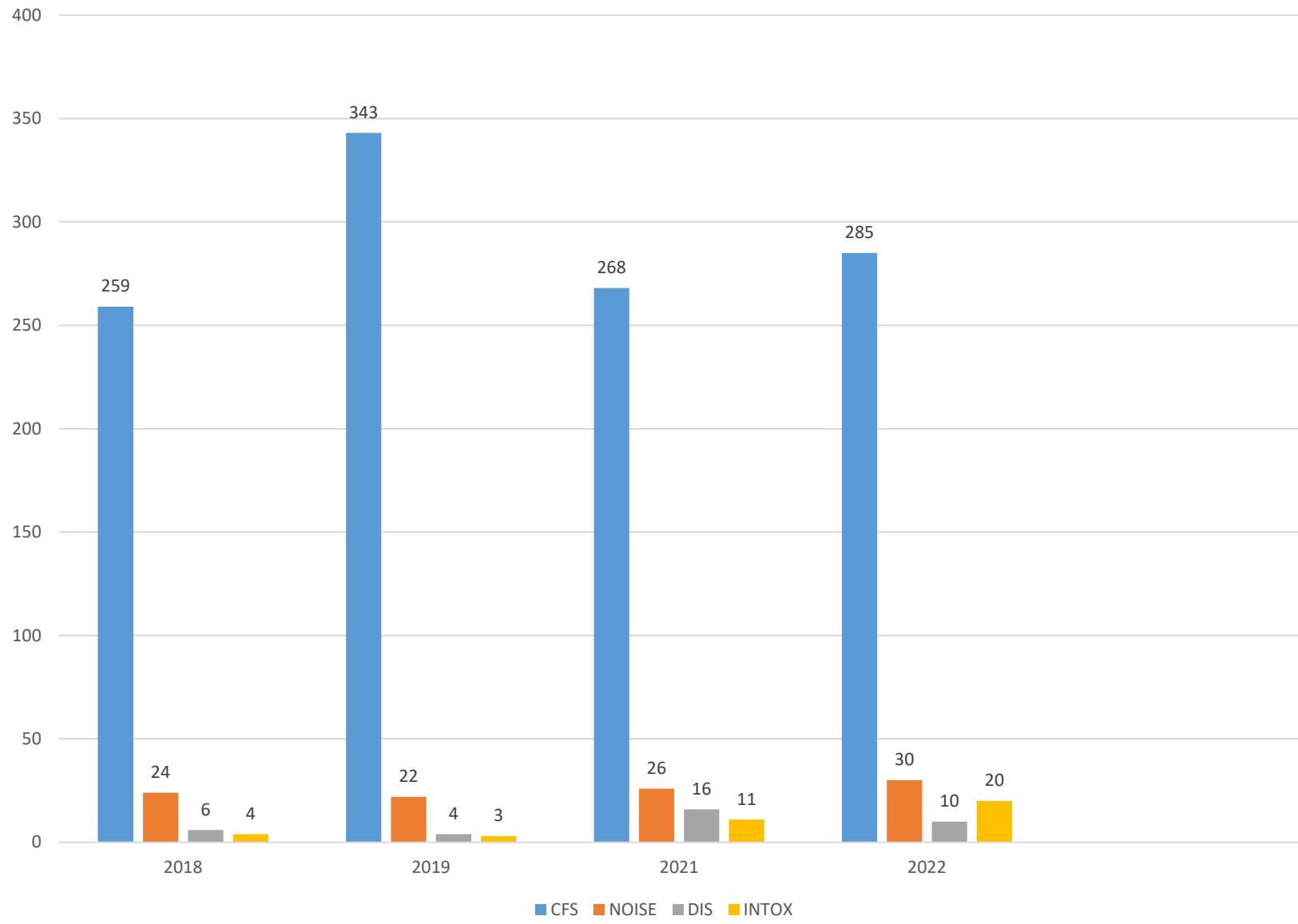
GREENE TIMOTHY
19 EAST BATTERY
CHARLESTON, SC 29401

7003 3110 0005 1211 0375

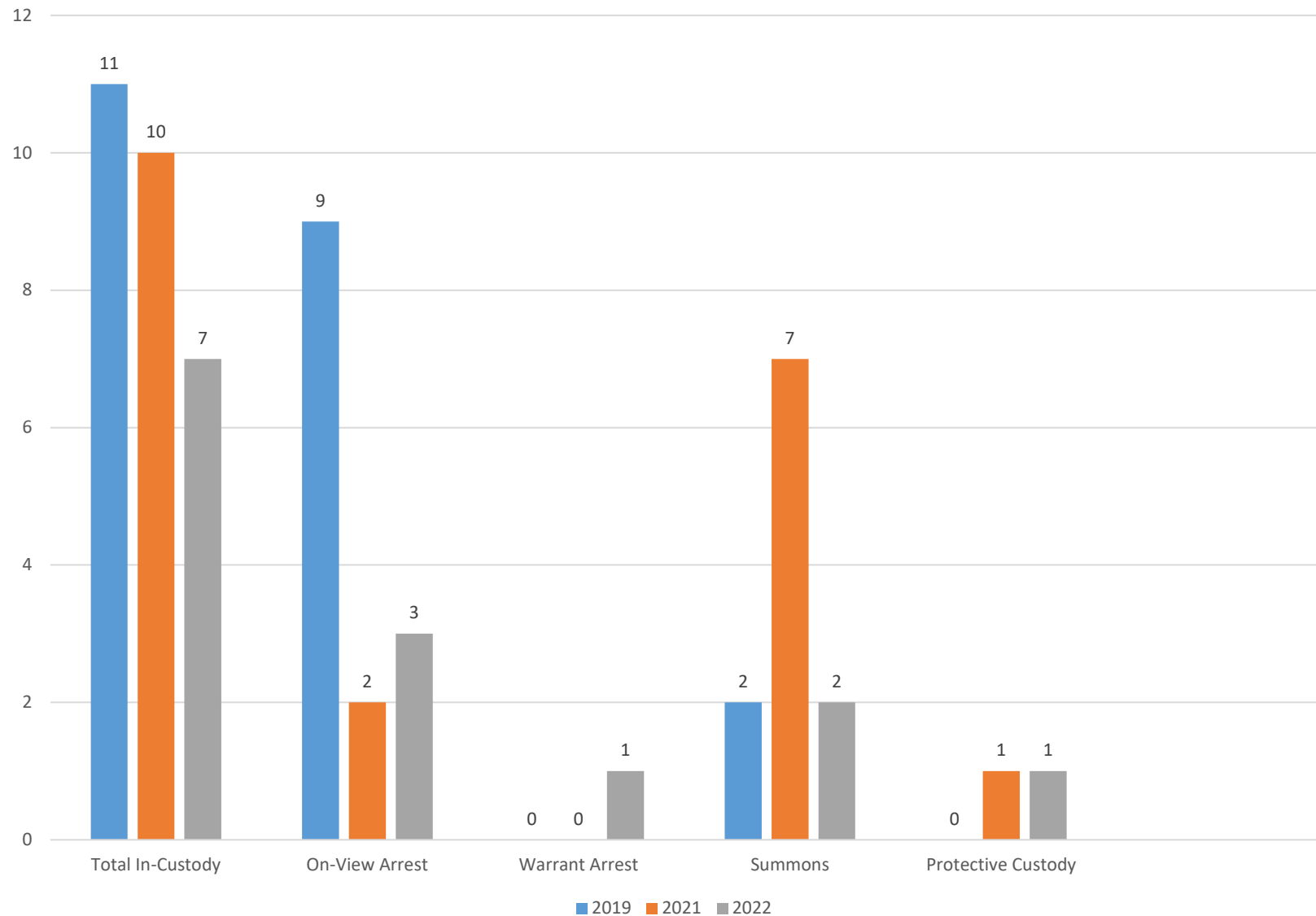
KING WALTER C III
40 RICE RD
WAYLAND, MA 01778

7020 0090 0001 2774 7617

July 4th Holiday CFS Comparison



July 4th Total Persons Taken In-Custody



NFD CALLS FOR SERVICE JULY 2-5

The Water Fight was less chaotic, more manageable for our reduced staffing. It was a busy day and we thank the small group of firefighters who made the event a success. Overall, the water fight (contest) was well-received.

Fire Prevention Officer Joe Townsend responded to fireworks complaints Friday – Monday. It can be difficult to locate the source of fireworks and we appreciate when callers are able to provide specific addresses or locations.

Calls for Service:

2022:

July 2nd – 46 (including 14 calls during the storm)

July 3rd – 19

July 4th – 30

Total: 95

2021:

July 2nd – 16

July 3rd - 16

July 4th – 21

Total: 53

2019: Pre-Covid

July 2nd – 18

July 3rd – 21

July 4th – 19

Total: 58

Libby Gibson

From: Nancy Holmes
Sent: Monday, June 27, 2022 11:51 AM
To: Libby Gibson; Sarah F. Alger
Cc: Mary Novissimo (mary@novationmedia.com); Brian Turbitt; John Giorgio; Diane O'Neil; Elizabeth Hallett; Denice Kronau
Subject: RE: 2023 ATM/ATE

Hi Libby,

I believe any of these dates will work for us – if we go with a Monday ATM, I would prefer the first set of dates, if at all possible, as we start Livery Licensing mid-May and that gets a bit all consuming. However, I'm wondering if a Saturday ATM isn't better for a couple of reasons?

- For a Saturday Meeting, while we would need to set up in the Auditorium/Gym on the Friday, there seems to be a good chance we'd finish the meeting on the Saturday, eliminating the need to be breaking up and down the gym and ARR when they are both needed for classroom space on weekdays.
- If we are able to finish the meeting on Saturday, we avoid the significant fee we had to keep Option Technologies for night two of ATM this year, so we could perhaps save some money

Those are my thoughts, but we can make any of these dates work! I do like May in general better, I must say.

Nancy L. Holmes, CMC
Town & County Clerk
Town of Nantucket
16 Broad Street
Nantucket, MA 02554



ONLINE VOTER REGISTRATION – REGISTER, CHECK or UPDATE VOTER STATUS:

<https://www.sec.state.ma.us/ovr/>

Vital Records ONLINE REQUEST & PAYMENT

<https://unipaygold.unibank.com/customerinfo.aspx>

From: Libby Gibson
Sent: Sunday, June 26, 2022 9:33 AM
To: Sarah F. Alger <sfa@sfapc.com>; Nancy Holmes <NHolmes@nantucket-ma.gov>
Cc: Mary Novissimo (mary@novationmedia.com) <mary@novationmedia.com>; Brian Turbitt <bturbitt@nantucket-ma.gov>; John Giorgio <jgiorgio@k-plaw.com>; Diane O'Neil <oneild@npsk.org>; Elizabeth Hallett <hallette@npsk.org>; Denice Kronau <dkronau@nantucket-ma.gov>

Subject: 2023 ATM/ATE

Importance: High

Anyone have any issues with the following? I'm giving the Board some dates to pick from at its 7/6 meeting:

- ATM: Mon, 5/1; ATE: Tues, 5/16
- ATM: Sat, 5/6; ATE: Tues, 5/23
- ATM: Mon, 5/8; Tues, 5/23



Easter is 4/9

Passover is 4/5 – 4/13

Memorial Day is 5/29

C. Elizabeth Gibson, ICMA-CM

Town Manager

Town of Nantucket

(508) 228-7255

This email was scanned by Bitdefender



Agenda Item Summary

Agenda Item #	X. 3.
Date	7/6/2022

Staff

Libby Gibson, Town Manager
Ken Beaugrand, Real Estate Specialist
Vincent Murphy, Coastal Resilience Coordinator

Subject

Update to Select Board
Alternative Access and Utility Relocation for Continuity of Services for Baxter Road Residents

Executive Summary

Arcadis staff and Town staff will present an update to the Select Board on the works and activities that have recently taken place to plan for the future of Baxter Road access. This concerns the Baxter Road Relocation project and effort. Through consultation with homeowners, staff and consultants, this has evolved into Alternative Access and utility relocation. On June 2 options were presented to residents and feedback was sought. An update on the project to date and the feedback for residents will be discussed.

Staff Recommendation

N/A

Background/Discussion

N/A

Impact: Environmental ☒ Fiscal ☐ Community ☒ Other ☐

Board/Commission Recommendation

N/A

Public Outreach

Follow on from the June 2 residents meeting and the first update to the Select Board.

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

November 2021 Baxter Road report & Coastal Resilience Plan recommends Baxter Road Relocation.

Attachments

Presentation attached.

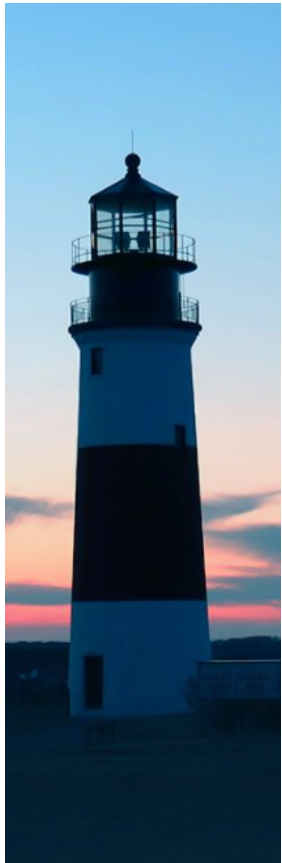


Alternative Access and Utility Relocation for Continuity of Services for Baxter Road Residents

Select Board Meeting – Project Update

July 6, 2022

Agenda



- 1 **Introductions**
- 2 **Project Overview**
- 3 **Where We Are**
- 4 **Public Coordination**
- 5 **Next Steps**

Introductions – Project Team



C. Elizabeth Gibson
Town Manager



Kenneth Beaugrand
Real Estate Specialist



Vincent Murphy
Coastal Resilience Coordinator



William D. Casey, Jr., PE
Project Manager



**Jennifer Kelly Lachmayr, PE,
BCEE**
Project Director



Kathryn Edwards, PE
Public Outreach Lead



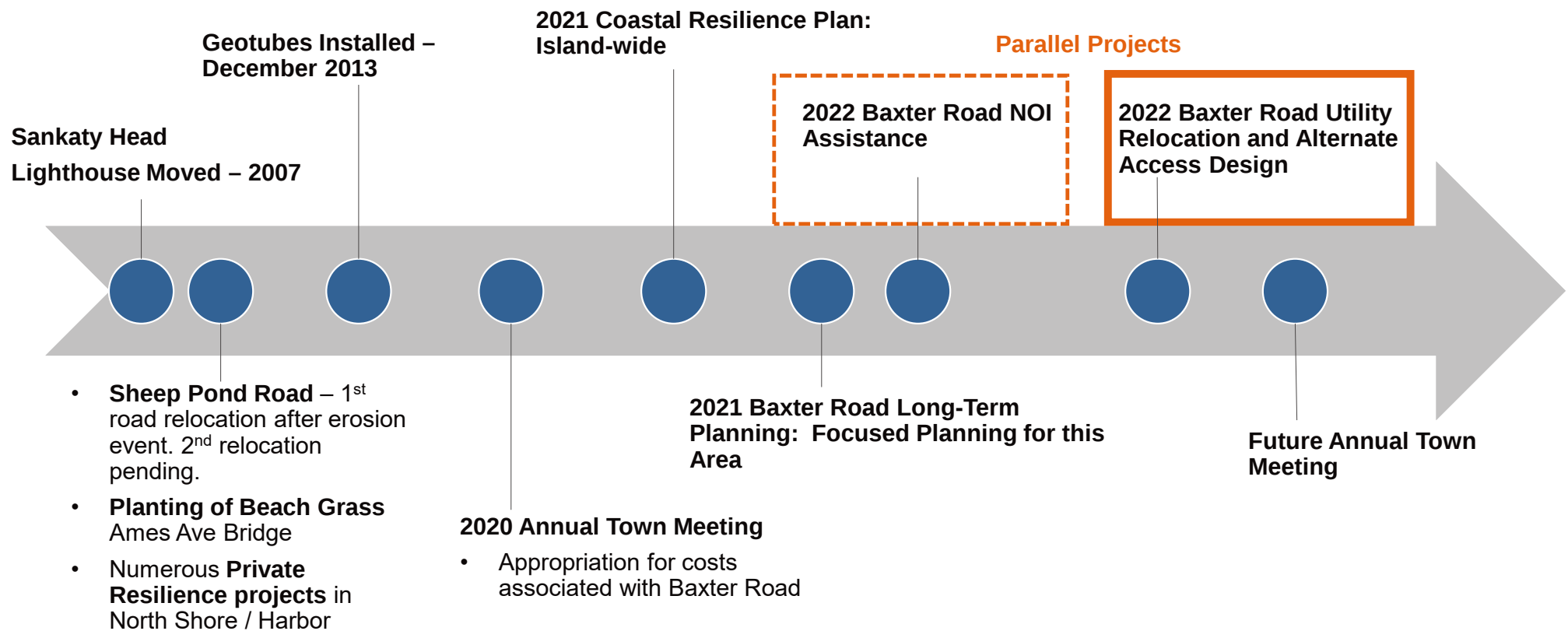
Andy Elderbrock, EI
Project Engineer

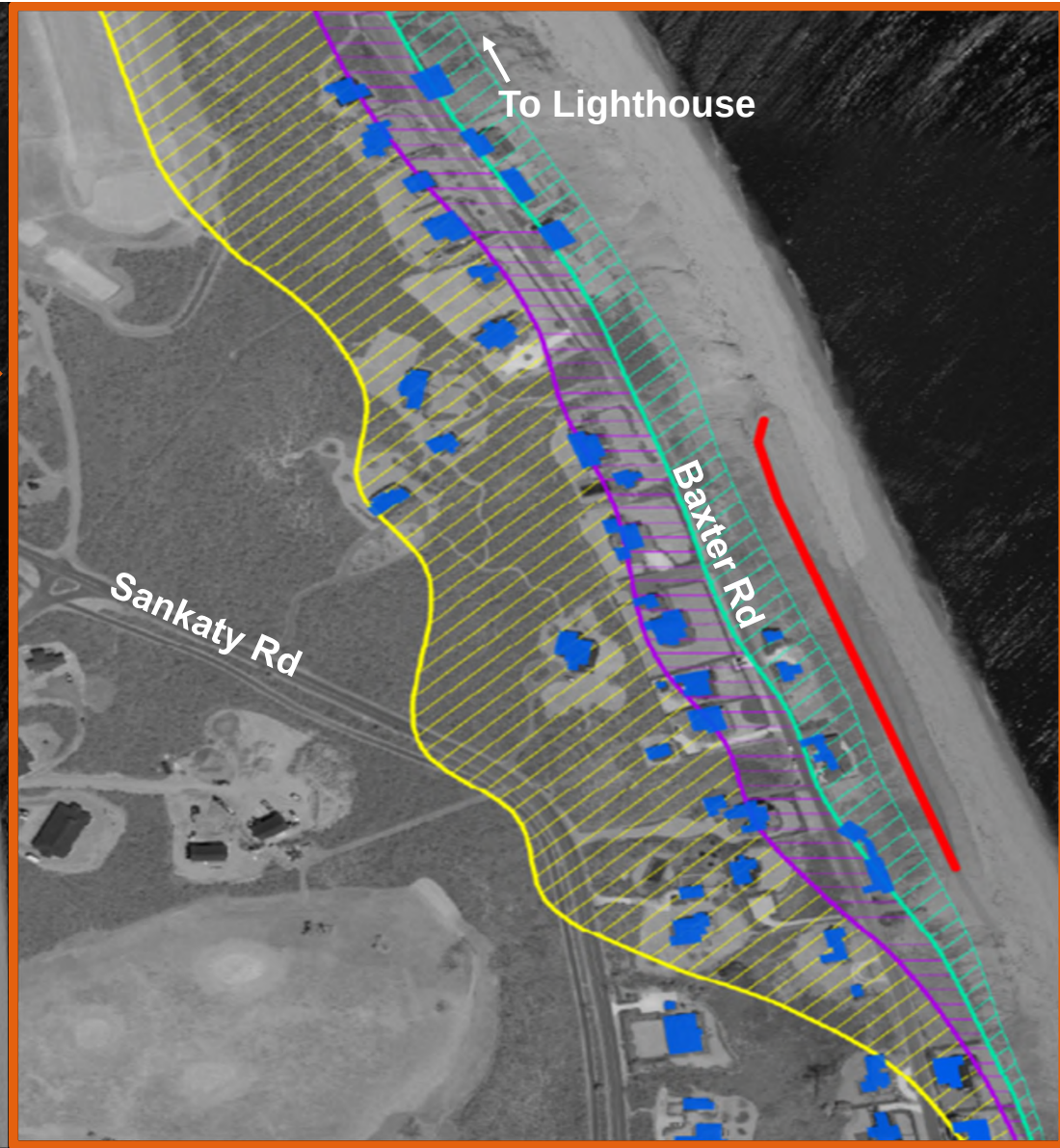
Project Updates

Project Overview



Coastal Resilience Big Picture





Legend

COASTAL EROSION HAZARD AREAS

-  2030
-  2050
-  2100
-  CURRENT TOE PROTECTION

Scope of Work

Preliminary Investigations

- Endangered Species & Wetland Identification (ID)
- Existing Utilities ID
- Field Survey

Abutter & Homeowner Engagement

Basis of Design Memorandum

- Design Criteria
- Technical Detail
- Permitting
- Funding Options

“Shovel Ready” Final Design

Project Updates

Where We Are



OUTDATED Conceptual Layout

Figure 20 Phase I Relocation from Baxter Road Long-Term Planning, Summary of Findings, October 20, 2021

- This was a concept level figure representing about a **5%** level of design and was used to develop a budgetary construction cost estimate.
- The current Project is progressing towards a Preliminary Design which will represent a **30%** level of design that considers specific site features and engineering analysis.

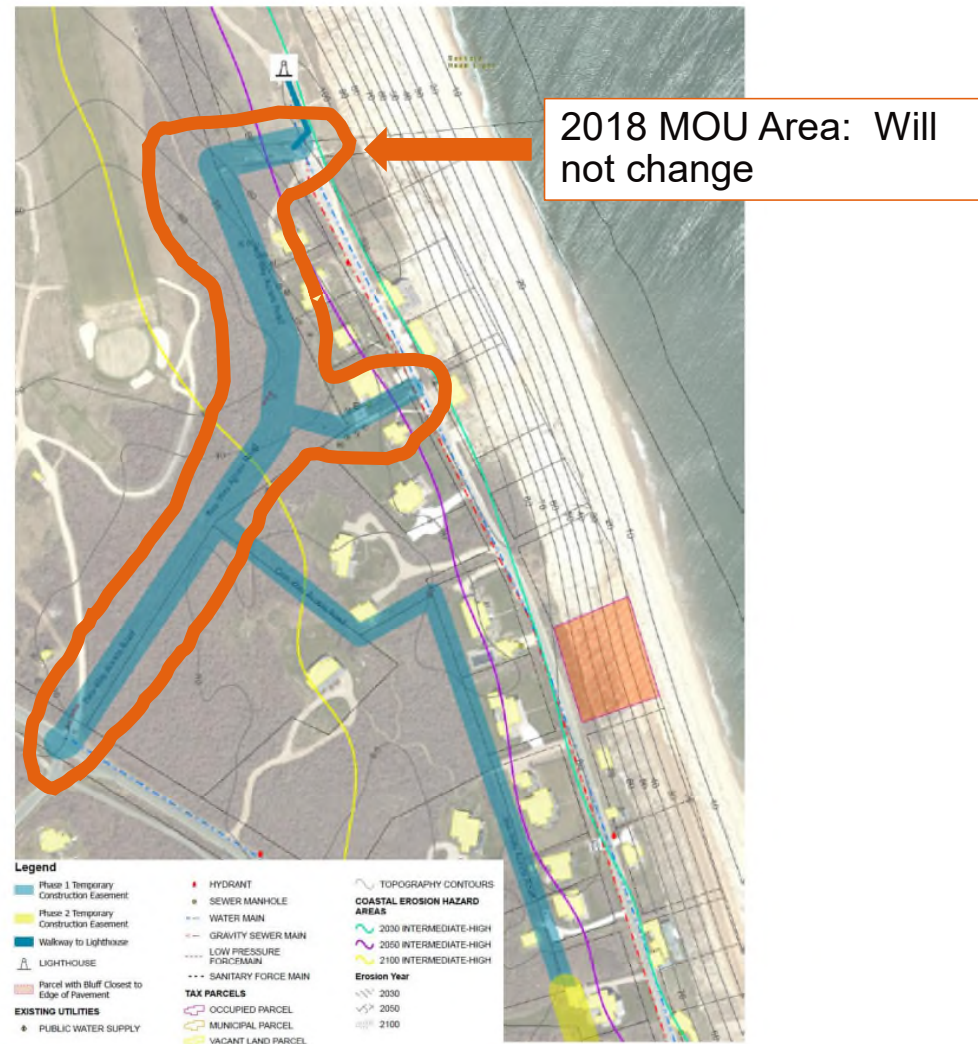


Figure 30 Phase 1 Relocation

www.arcadis.com
Baxter Road Long Term Planning FINAL MEMO 10_20

OUTDATED Conceptual Layout

Figure 20 Phase I Relocation from Baxter Road Long-Term Planning, Summary of Findings, October 20, 2021

- This was a concept level figure representing about a **5%** level of design and was used to develop a budgetary construction cost estimate.
- The Project is progressing towards a Preliminary Design which will represent a **30%** level of design that considers specific site features and engineering analysis.

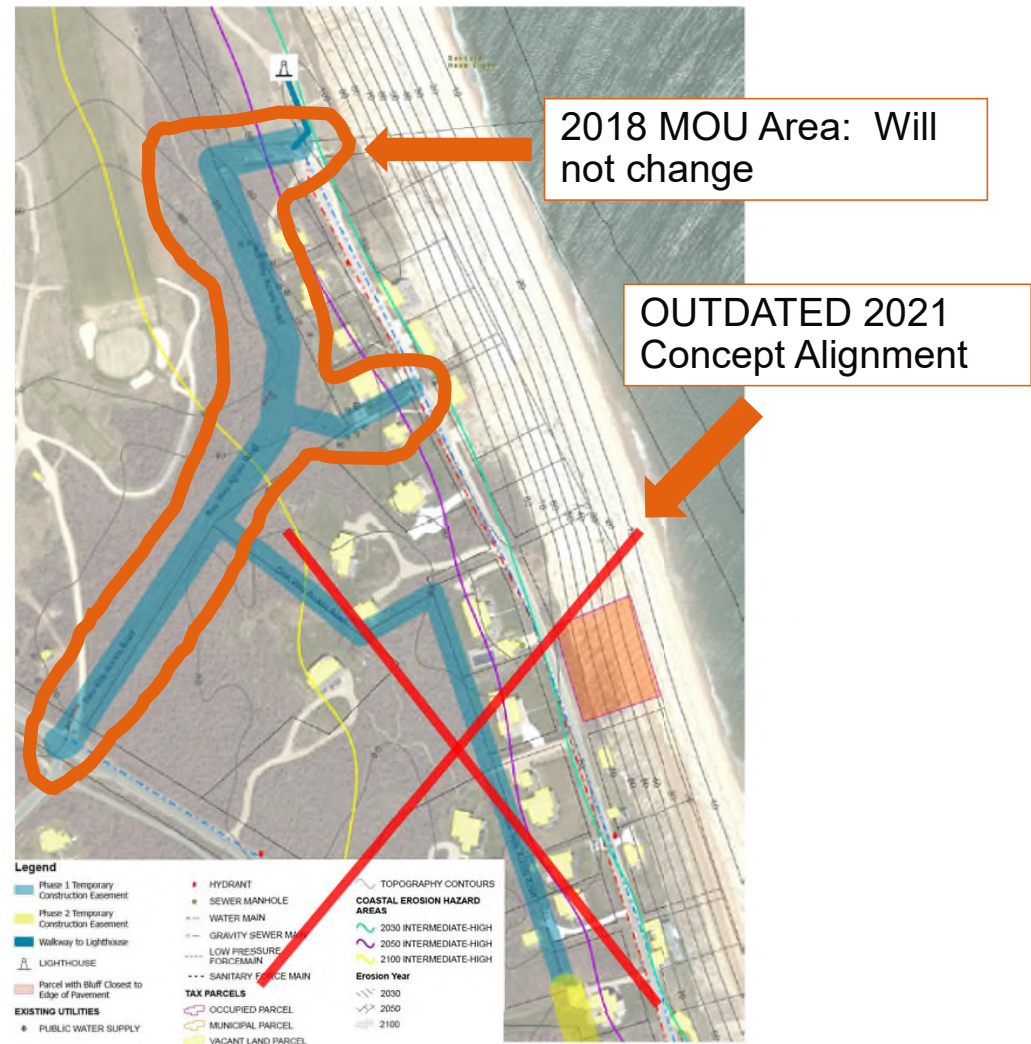
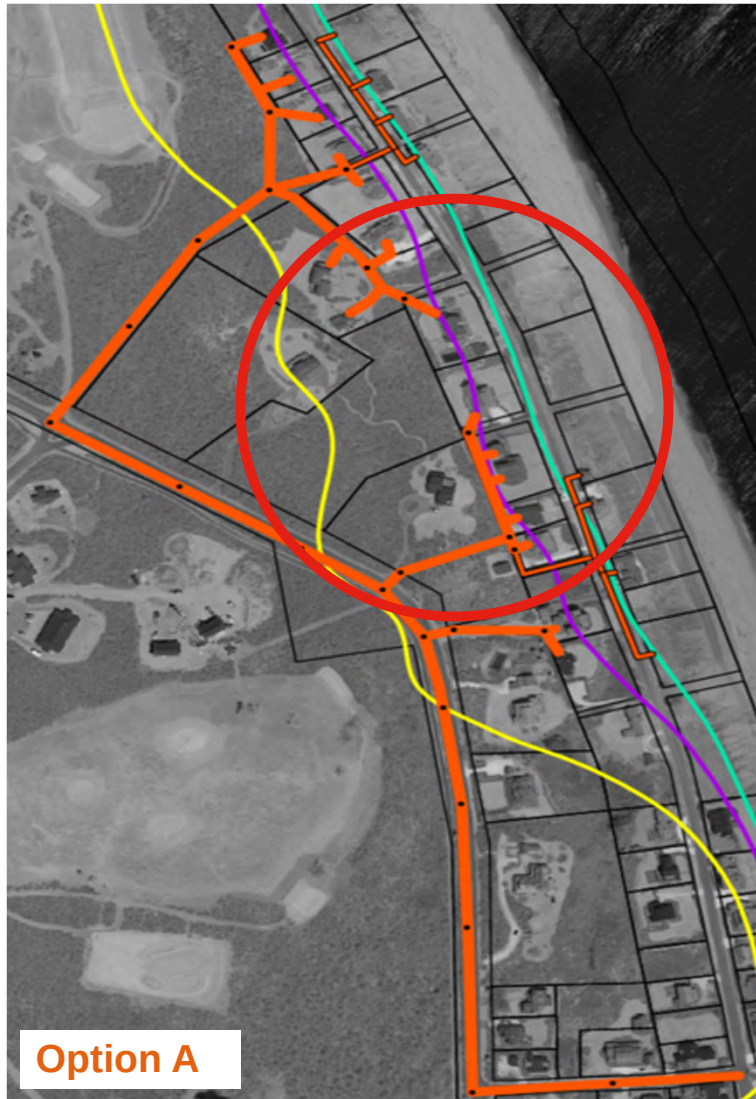


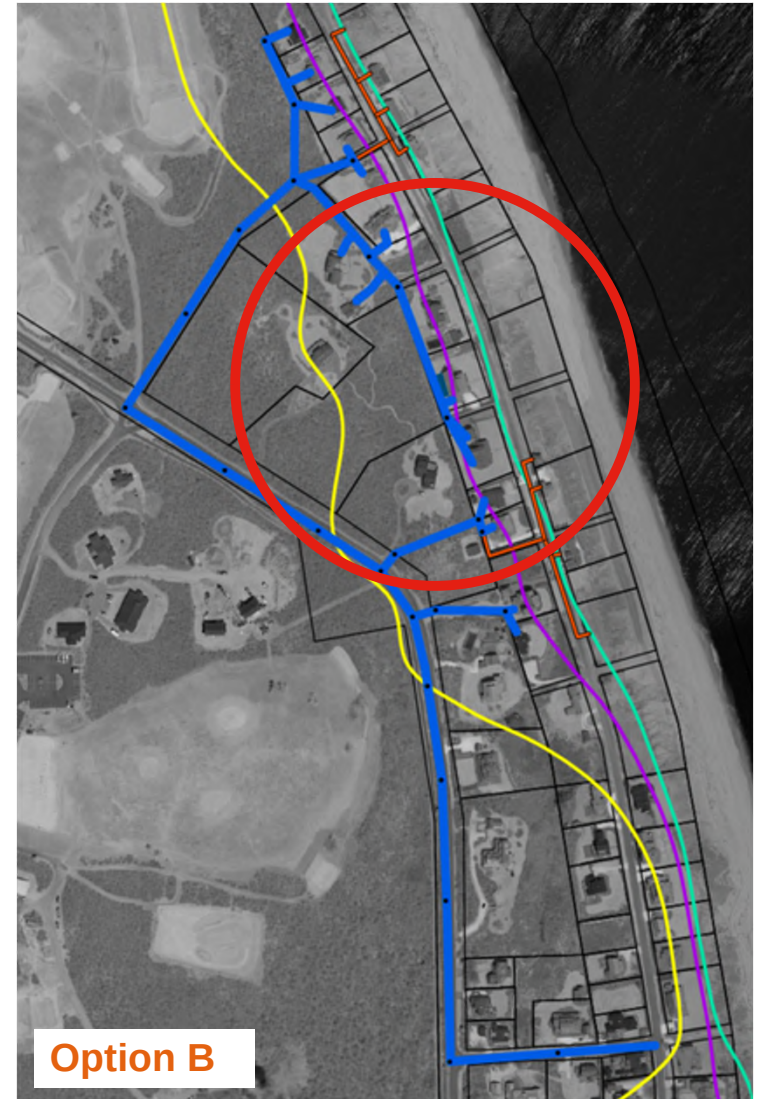
Figure 30 Phase 1 Relocation

www.arcadis.com
Baxter Road Long Term Planning FINAL MEMO 10_20

**UPDATED
Preliminary
Access Layout-
Options A & B**



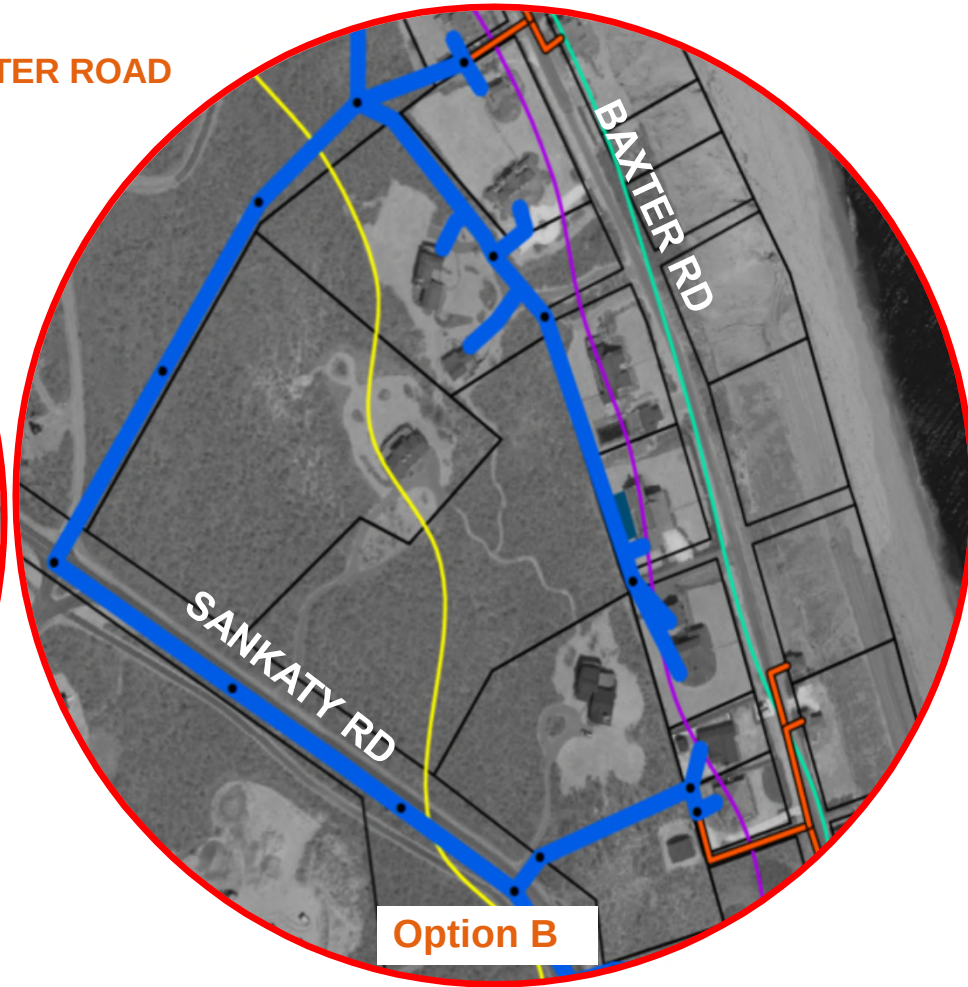
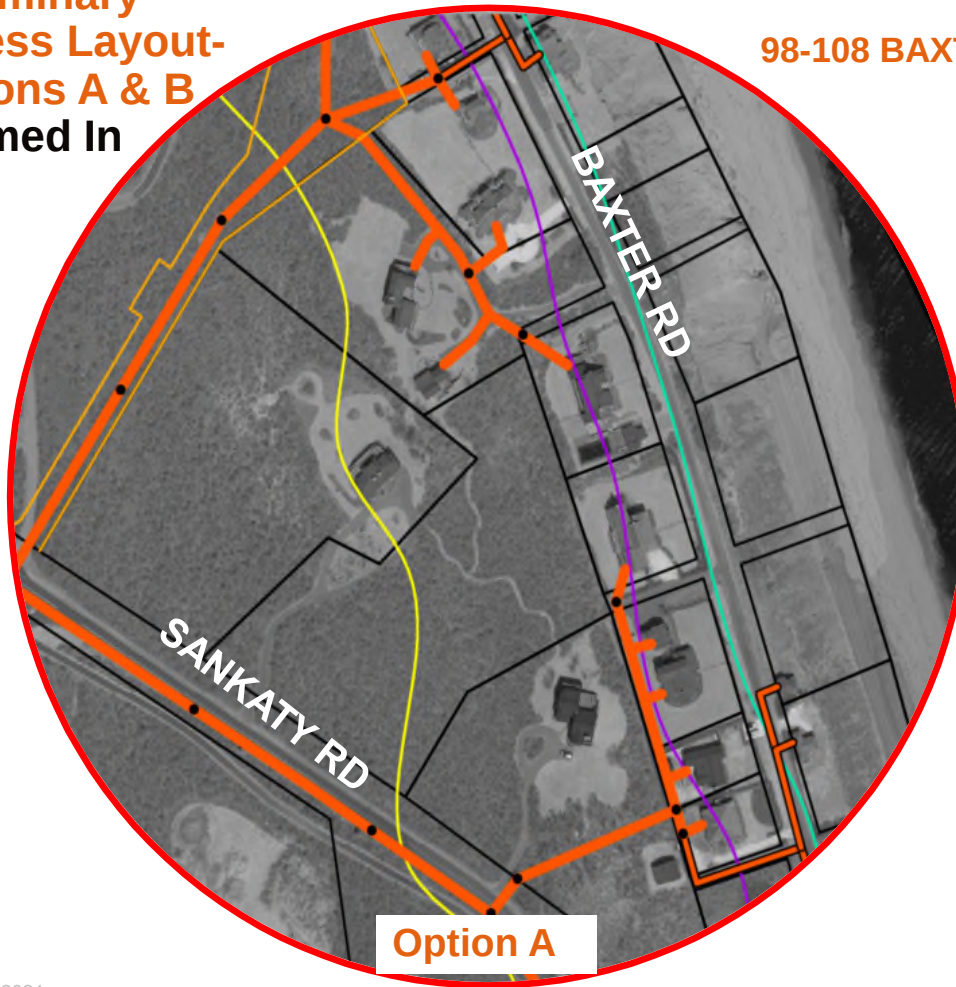
© Arcadis 2021



29 June 2022

**UPDATED
Preliminary
Access Layout-
Options A & B
Zoomed In**

98-108 BAXTER ROAD



Project Updates

Public Coordination



Homeowner Coordination/Responsibilities/Project Expectations

- **Homeowner and Abutter Meetings to continue (Late July/August when most are on island)**
- **During Design (Summer/Fall 2022):**
 - Access to private property for:
 - Field Survey
 - Wetland identification
 - Endangered species identification
 - Access to building interiors to identify water and sewer locations
 - Agreed finalized layout and signed easements
- **During Construction (if Baxter Road is deemed unsafe):**
 - Construction equipment, clearing of access ways, trench work for utilities, installation of exterior sewage grinders and electrical, rerouting water and sewer utilities, restoration of surfaces.
- **Post Construction:**
 - Private access ways, private sewage grinder maintained by homeowner

Project Updates

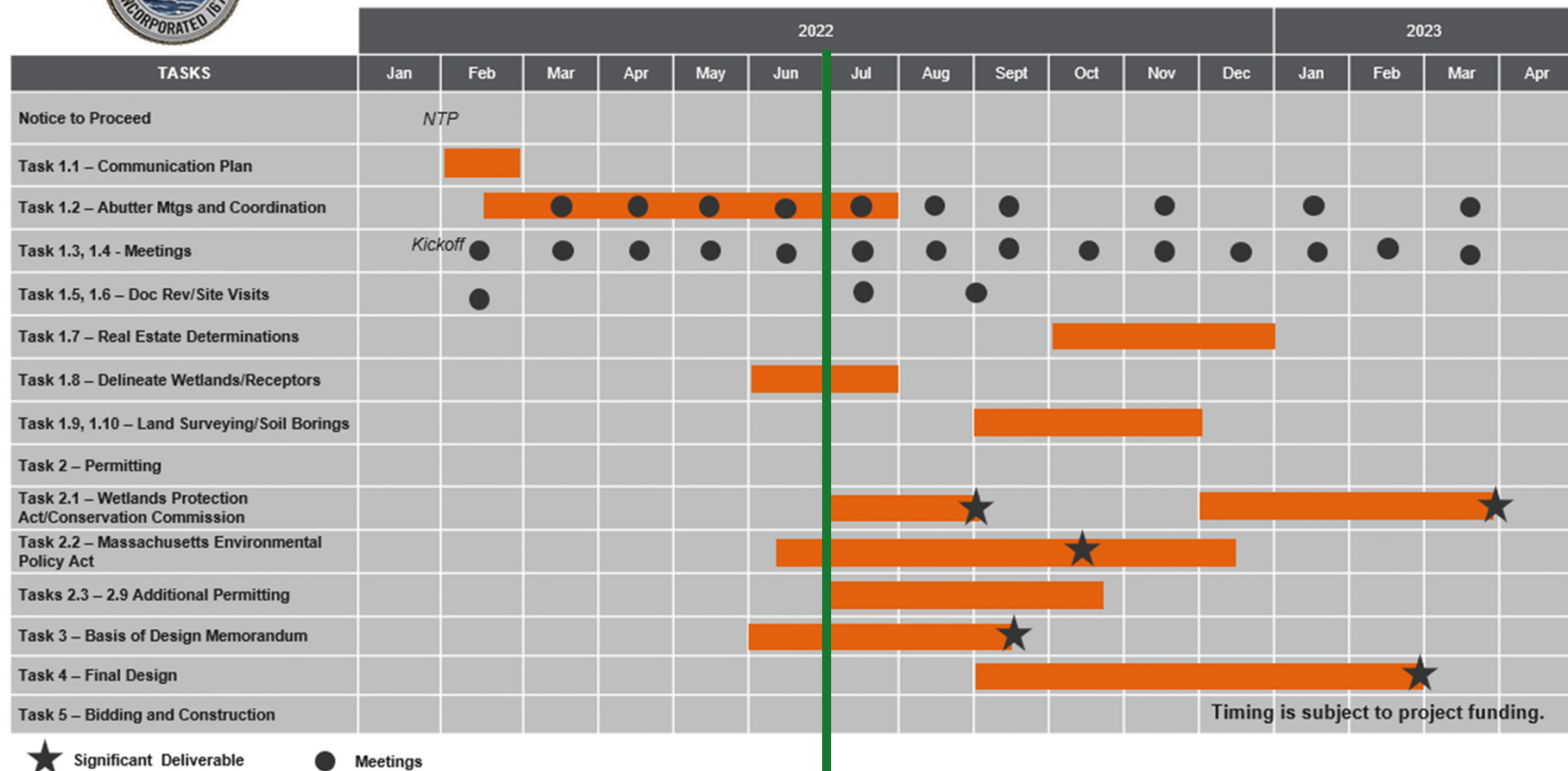
Next Steps



Schedule Review



Baxter Road Utility Relocation and Alternate Access Design Revision 7/6/22



We are here

Upcoming Work Items

1. Abutter's Meeting & Coordination
(previous meeting 6/2/22, next meeting late summer)
2. Field Work – Wetlands & Endangered Species Delineation *(July/August 2022)* & Survey *(Fall 2022)*
3. Permitting *(ongoing)*
4. Basis of Design Memorandum *(ongoing – DRAFT September 2022)*

Thank You!



William D. Casey, Jr., PE

Project Manager



Kathryn Edwards, PE

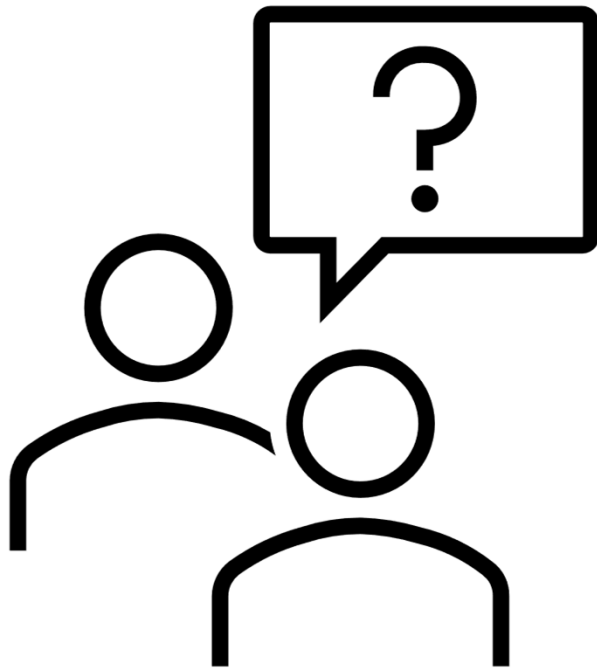
Public Outreach Lead



<https://www.bostonglobe.com/metro/2014/09/28/battle-over-bluff-nantucket/L41admApMt3ZGqsO8XITl/story.html>

Arcadis. Improving quality of life.

QUESTIONS & DISCUSSION



From: [Libby Gibson](#)
To: [Denice Kronau](#)
Cc: [John Giorgio](#)
Subject: FW: STR working group: Draft
Date: Wednesday, June 29, 2022 6:48:25 PM
Attachments: [STRWG V2 with FC comments.docx](#)
[STRWG V2.docx](#)

It's hard to tell the difference between the two documents – would you be able to provide a brief summary of the differences? OR give a verbal review at 7/6 SB meeting?

From: Denice Kronau <dkronau@nantucket-ma.gov>
Sent: Wednesday, June 29, 2022 11:33 AM
To: Libby Gibson <LGibson@nantucket-ma.gov>
Subject: Re: STR working group: Draft

Sending you both... the working document and the one with FC comments.

From: Libby Gibson
Sent: Tuesday, June 28, 2022 4:29:21 PM
To: Denice Kronau
Subject: RE: STR working group: Draft

After today's FC meeting, would you pls send me the most recent version of this, for the 7/6 SB meeting?

From: Denice Kronau <dkronau@nantucket-ma.gov>
Sent: Tuesday, June 28, 2022 8:31 AM
To: Jill Vieth <jvieth@nantucket-ma.gov>; Christopher Glowacki <cglowacki@nantucket-ma.gov>; Denice Kronau <dkronau@nantucket-ma.gov>; Joanna E. Roche <jeroche@nantucket-ma.gov>; Joseph Grause <jgrause@nantucket-ma.gov>; Peter McEachern <pmceachern@nantucket-ma.gov>; Peter Schaeffer <pschaeffer@nantucket-ma.gov>; Stephen Maury <smaury@nantucket-ma.gov>; George Harrington <gharrington@nantucket-ma.gov>
Cc: Mariya Basheva <mbasheva@nantucket-ma.gov>; Brian Turbitt <bturbitt@nantucket-ma.gov>; Libby Gibson <LGibson@nantucket-ma.gov>
Subject: STR working group: Draft

Dear FinCom:

We will be discussing this document at today's meeting.

See you at 4PM on Zoom.

Thanks everyone!

Denice

This email was scanned by Bitdefender

Short Term Rental (STR) Working Group
DRAFT Framework as of [6/30/22 8:59 AM](#) [6/27/22 9:26 AM](#) [5/26/22 3:31 PM](#)

Purpose

The purpose of this document is to provide a DRAFT Framework for the STR Working Group. The Framework will be confirmed by the Select Board, the Planning Board and the Finance Committee and will be the guidelines under which the STR Working Group will be constituted and function.

Steps for confirming the STR Working Group Framework

Who	What	By When
The Select and Planning Boards, the Finance Committee chairs and 1 designee	Hold the first planning meeting to confirm the DRAFT Framework	1 June 2022 (Scheduled for 26 May 2022 at 4PM)
The Select and Planning Boards, the Finance Committee	Either hold individual meetings by group, or one group meeting (TBD) to adopt the FINAL Framework document <u>and to reach full majority agreement with all 3 boards.</u>	15 July 2022
<u>Further meetings as required depending on outcomes.</u>		

Proposed Framework

- The STR Working Group (STRWG) will be comprised of nine voting members, representing a broad cross-section of the community.

- ~~1 Select Board~~
- 1 Planning Board
- 1 Finance Committee
- 1 Advisory Committee of the Non-Voting Taxpayers (primary and alternate)
- 1 ACK*Now (primary and alternate)
- 1 Nantucket Together (primary and alternate)
- ~~1 Nantucket Association of Real Estate Brokers (NAREB)~~
- 1 Affordable Housing advocate (primary and alternate) (Housing Stakeholders Workgroup)
- 1 at-large member / 3 at large members
- Board of Health (ex-officio)
- NAREB (ex-officio)

Formatted: Strikethrough, Highlight

Formatted: Highlight

Formatted: Strikethrough, Highlight

Formatted: Highlight

Formatted: Highlight

2. People who do STR

Short Term Rental (STR) Working Group
DRAFT Framework as of ~~6/30/22 8:59 AM~~~~6/27/22 9:26 AM~~~~5/26/22 3:31 PM~~

a. Year-round owners

b. Seasonal owners

3. People who have concerns about the impact of STRs on their neighborhoods

4. Board of Health (ex-officio?)

5. Business interests

~~6.~~ Commercial owners of STRs

Formatted

~~2. In the event one of the members can wear two hats, e.g. NAREB and an Affordable Housing Advocate, we can increase the number of at-large members.~~

3-7. The STR Working Group ~~at large members~~ will be appointed using the Town of Nantucket's Committee, Board and Commission process.

- a. ~~All At-large~~ members will be confirmed by a majority vote of the 3 Select Board members (2 are recused), the chair of the Finance Committee and the vice-chair of the Planning Board.
- b. The other ~~(d, e, f, h)~~ members will be ~~appointed-proposed~~ by their respective groups.
- c. Each group will be asked to ~~appoint-propose one full-time~~ 2 members ~~and 7.a. will determine who is full-time and who is and one~~ alternate who can step in if the full-time member needs to step off the STR Working Group, during the selection process.

4-8. The non-voting chair will be an independent consultant who will moderate and manage all meetings of the STRWG, and we will consider people from off-island with relevant expertise.

- a. *Or, is there an organization on Nantucket or someone in Town Administration who would be considered neutral and able to effectively moderate the meetings?*

5-9. The working group members' commitment will include:

- a. Attending 95% of the scheduled meetings. Attending 100% of the meetings where critical votes are taken, e.g. the substance of a Zoning article for Annual Town Meeting.
 - i. Missing more than 2 meetings will be grounds for dismissal from the STR Work Group and the alternate will be appointed.
- b. Reaching 100% consensus on data needed, data definitions and sources of all data.
- c. Reaching 80% consensus (7 votes out of 9) on any topic that is brought to a vote.
 - i. When this is not achieved, the chair will elicit what work needs to be done to reach 80%.
- d. Soliciting all input from their represented constituency prior to each meeting.
 - i. Method to be confirmed re: OML.
- e. Communicating any relevant information back to their constituencies.
 - i. Method to be confirmed re: OML.

6-10. While there are probably more than nine different constituencies for this topic, a working group larger than nine will be difficult to manage.

Short Term Rental (STR) Working Group

DRAFT Framework as of ~~6/30/22 8:59 AM~~~~6/27/22 9:26 AM~~~~5/26/22 3:31 PM~~

- a. It will be the responsibility of the individual members to solicit input from their represented constituency.
- b. It will be up to the chair to ensure all constituencies who want to actively participate are included in the relevant discussions.
 - i. This will be done, in part, by posting detailed agendas of topics to be covered for each meeting.
- c. It is expected that Town Administration will play a critical role in identifying solutions for this topic and will be included in all meetings as needed.
 - i. A member of PLUS will provide support for the STR Working Group.

~~7.11.~~ All meetings will be public and held under Open Meeting Law on Zoom to ensure ease of participation by members of the public. Possibly Hybrid.

~~8.12.~~ The Objectives of the STR Working Group are:

- a. To provide 100% transparency in all discussions, deliberations, and decisions in respect to STRs on Nantucket.
- ~~a. b.~~ 100% agreement to the FACTS and how they are defined by the STRWG
- b. To develop sensible guidelines for STRs that consider (but not be limited to):
 - i. Nantucket's unique situation,
 - ii. the history of seasonal rentals,
 - iii. how STRs are developing in similar communities and the impact on Nantucket,
 - iv. the economic impact of the suggested guidelines.
- ~~c. d.~~ To identify either new Bylaws and/or Zoning that would be voted upon at the 2023 Annual Town Meeting.
 - i. To identify any guidelines that would support Article 39.

~~9.13.~~ The STR Work Group will be successful (Goals) when:

- a. Any articles arising out this Work Group pass at Town Meeting by a significant margin (not just 2/3rd or majority vote), indicating broad public support for the solutions.
- b. Other?
- c. Other?

~~10.14.~~ After the pre-meeting, the group of 6 will:

- a. Take the updated draft Framework back to their respective boards and committee for their input, with a focus on the Objectives (What are we solving for?) and Goals (What does success look like?)~~or~~
- b. ~~Hold a joint meeting of the Select and Planning Boards and Finance Committee to achieve the same.~~ Hold another meeting by July 15th to align the input from the 3 boards.
- c. Make any final edits and publish the Framework as final.
 - i. Ensuring any relevant points raised during Public Comment are ~~incorporated~~ considered in the the final Framework.

Formatted: Highlight

Formatted: Highlight

Formatted: Highlight

Formatted: Superscript

Short Term Rental (STR) Working Group
DRAFT Framework as of ~~6/30/22 8:59 AM~~~~6/27/22 9:26 AM~~~~5/26/22 3:31 PM~~

- ~~14, 15.~~ Once constituted, the agenda for first meeting of the STR Work Group will be to:
- a. Adopt the Framework, Objectives and Goals.
 - b. Agree “way of working.”
 - i. How will decisions be made and confirmed? (See proposed guidelines in 5.c. above)
 - ii. Meeting frequency and platform (Zoom, hybrid)
 - c. Review existing data, identifying any gaps. Agree definitions, sources, timing and endorsing the data to be used for decision making.
 - d. Agree communication plan, identifying the what/who/how/when for each element.
 - e. Agree an approach for community outreach and engagement.
 - f. Set the agenda for the next meeting and the meeting schedule.

16. What happens if people/members don’t adhere to the framework?

- ~~f.~~a. Can we all agree to work in good faith?

Short Term Rental (STR) Working Group
DRAFT Framework as of [6/30/22 9:01 AM](#)~~[5/27/22 7:41 AM](#)~~~~[5/26/22 3:31 PM](#)~~

Purpose

The purpose of this document is to provide a DRAFT Framework for the STR Working Group. The Framework will be confirmed by the Select Board, the Planning Board and the Finance Committee and will be the guidelines under which the STR Working Group will be constituted and function.

Steps for confirming the STR Working Group Framework

Who	What	By When
The Select and Planning Boards, the Finance Committee chairs and 1 designee	Hold the first planning meeting to confirm the DRAFT Framework	1 June 2022 (Scheduled for 26 May 2022 at 4PM)
The Select and Planning Boards, the Finance Committee	Either hold individual meetings by group, or one group meeting (TBD) to adopt the FINAL Framework document <u>and to reach full majority agreement with all 3 boards.</u>	15 July 2022
<u>Further meetings as required depending on outcomes.</u>		

Proposed Framework

- The STR Working Group (STRWG) will be comprised of nine voting members, representing a broad cross-section of the community.

- ~~1 Select Board~~
- 1 Planning Board
- 1 Finance Committee
- 1 Advisory Committee of the Non-Voting Taxpayers (primary and alternate)
- 1 ACK*Now (primary and alternate)
- 1 Nantucket Together (primary and alternate)
- ~~1 Nantucket Association of Real Estate Brokers (NAREB)~~
- 1 Affordable Housing advocate (primary and alternate) (Housing Stakeholders Workgroup)
- 1 at-large member / 3 at large members
- Board of Health (ex-officio)
- NAREB (ex-officio)

Formatted: Strikethrough, Highlight

Formatted: Highlight

Formatted: Strikethrough, Highlight

Formatted: Highlight

Formatted: Highlight

2. People who do STR

Short Term Rental (STR) Working Group
DRAFT Framework as of [6/30/22 9:01 AM](#)~~5/27/22 7:41 AM~~~~5/26/22 3:31 PM~~

a. Year-round owners

b. Seasonal owners

3. People who have concerns about the impact of STRs on their neighborhoods

4. Board of Health (ex-officio?)

5. Business interests

~~6.~~ Commercial owners of STRs

Formatted

~~2. In the event one of the members can wear two hats, e.g. NAREB and an Affordable Housing Advocate, we can increase the number of at-large members.~~

3-7. The STR Working Group ~~at large~~ members will be appointed using the Town of Nantucket's Committee, Board and Commission process.

- a. All At-large members will be confirmed by a majority vote of the 3 Select Board members (2 are recused), the chair of the Finance Committee and the vice-chair of the Planning Board.
- b. The other (d, e, f, h) members will be ~~appointed~~ proposed by their respective groups.
- c. Each group will be asked to ~~appoint~~ propose one full-time ~~2~~ members and 7.a. will determine who is full-time and who is and one alternate who can step in if the full-time member needs to step off the STR Working Group, during the selection process.

4-8. The non-voting chair will be an independent consultant who will moderate and manage all meetings of the STRWG, and we will consider people from off-island with relevant expertise.

- a. *Or, is there an organization on Nantucket or someone in Town Administration who would be considered neutral and able to effectively moderate the meetings?*

5-9. The working group members' commitment will include:

- a. Attending 95% of the scheduled meetings. Attending 100% of the meetings where critical votes are taken, e.g. the substance of a Zoning article for Annual Town Meeting.
 - i. Missing more than 2 meetings will be grounds for dismissal from the STR Work Group and the alternate will be appointed.
- b. Reaching 100% consensus on data needed, data definitions and sources of all data.
- c. Reaching 80% consensus (7 votes out of 9) on any topic that is brought to a vote.
 - i. When this is not achieved, the chair will elicit what work needs to be done to reach 80%.
- d. Soliciting all input from their represented constituency prior to each meeting.
 - i. Method to be confirmed re: OML.
- e. Communicating any relevant information back to their constituencies.
 - i. Method to be confirmed re: OML.

6-10. While there are probably more than nine different constituencies for this topic, a working group larger than nine will be difficult to manage.

Short Term Rental (STR) Working Group

DRAFT Framework as of ~~6/30/22 9:01 AM~~~~5/27/22 7:41 AM~~~~5/26/22 3:31 PM~~

- a. It will be the responsibility of the individual members to solicit input from their represented constituency.
- b. It will be up to the chair to ensure all constituencies who want to actively participate are included in the relevant discussions.
 - i. This will be done, in part, by posting detailed agendas of topics to be covered for each meeting.
- c. It is expected that Town Administration will play a critical role in identifying solutions for this topic and will be included in all meetings as needed.
 - i. A member of PLUS will provide support for the STR Working Group.

~~7.11.~~ All meetings will be public and held under Open Meeting Law on Zoom to ensure ease of participation by members of the public. Possibly Hybrid.

~~8.12.~~ The Objectives of the STR Working Group are:

- a. To provide 100% transparency in all discussions, deliberations, and decisions in respect to STRs on Nantucket.
- b. To develop sensible guidelines for STRs that consider (but not be limited to):
 - i. Nantucket's unique situation,
 - ii. the history of seasonal rentals,
 - iii. how STRs are developing in similar communities and the impact on Nantucket,
 - iv. the economic impact of the suggested guidelines.
- c. To identify either new Bylaws and/or Zoning that would be voted upon at the 2023 Annual Town Meeting.
 - i. To identify any guidelines that would support Article 39.

Formatted: Highlight

~~9.13.~~ The STR Work Group will be successful (Goals) when:

- a. Any articles arising out this Work Group pass at Town Meeting by a significant margin (not just 2/3rd or majority vote), indicating broad public support for the solutions.
- b. Other?
- c. Other?

Formatted: Highlight

~~10.14.~~ After the pre-meeting, the group of 6 will:

- a. Take the updated draft Framework back to their respective boards and committee for their input, with a focus on the Objectives (What are we solving for?) and Goals (What does success look like?)~~or~~
- b. ~~Hold a joint meeting of the Select and Planning Boards and Finance Committee to achieve the same. Hold another meeting by July 15th to align the input from the 3 boards.~~
- c. Make any final edits and publish the Framework as final.
 - i. Ensuring any relevant points raised during Public Comment are ~~incorporated~~ considered in the the final Framework.

Formatted: Superscript

Short Term Rental (STR) Working Group

DRAFT Framework as of ~~6/30/22 9:01 AM~~~~5/27/22 7:41 AM~~~~5/26/22 3:31 PM~~

~~11.15.~~ Once constituted, the agenda for first meeting of the STR Work Group will be to:

- a. Adopt the Framework, Objectives and Goals.
- b. Agree “way of working.”
 - i. How will decisions be made and confirmed? (See proposed guidelines in 5.c. above)
 - ii. Meeting frequency and platform (Zoom, hybrid)
- c. Review existing data, identifying any gaps.
- d. Agree communication plan, identifying the what/who/how/when for each element.
- e. Agree an approach for community outreach and engagement.
- f. Set the agenda for the next meeting and the meeting schedule.

Short Term Rental (STR) Working Group
DRAFT Framework as of 7/6/22 3:34 PM

Purpose

The purpose of this document is to provide a DRAFT Framework for the STR Working Group. The Framework will be confirmed by the Select Board, the Planning Board and the Finance Committee and will be the guidelines under which the STR Working Group will be constituted and function.

Steps for confirming the STR Working Group Framework

Who	What	By When
The Select and Planning Boards, the Finance Committee chairs and 1 designee	Hold the first planning meeting to confirm the DRAFT Framework	1 June 2022 (Scheduled for 26 May 2022 at 4PM)
The Select and Planning Boards, the Finance Committee	Either hold individual meetings by group to adopt the FINAL Framework document and to reach full majority agreement with all 3 boards.	15 July 2022 Finance Committee 6/28/22 Select Board 7/6/22 Planning Board 7/11/22
Further meetings as required depending on outcomes.	One more meeting of the group of 6 to reconcile input from the Finance Committee, Planning Board and Select Board.	By 31 July 2022

Proposed Framework

1. The STR Working Group (STRWG) will be comprised of nine voting members, representing a broad cross-section of the community.
 - a. 1 Planning Board (voting)
 - b. 1 Finance Committee (voting)
 - c. 1 Advisory Committee of the Non-Voting Taxpayers (primary and alternate) (voting)
 - d. 1 ACK*Now (primary and alternate) (voting)
 - e. 1 Nantucket Together (primary and alternate) (voting)
 - f. 1 Affordable Housing advocate from the Housing Stakeholders Workgroup (primary and alternate) (Housing Stakeholders Workgroup) (voting)
 - g. 3 at large members (voting)
 - h. Board of Health (ex-officio)
 - i. NAREB (ex-officio)

Short Term Rental (STR) Working Group
DRAFT Framework as of 7/6/22 3:34 PM

2. In appointing the members, in addition to the criteria above, applicants should be considered who are also:
 - a. People who own STRs
 - i. Year-round owners
 - ii. Seasonal owners
 - iii. Commercial owners
 - b. People who have concerns about the impact of STRs on their neighborhoods
 - c. Own business interests, e.g. restaurants, landscapers, etc.
 - d. In adherence with the conflict-of-interest guidelines as set forth by Town Counsel and agreed with the Select Board.
3. The STR Working Group members will be appointed using the Town of Nantucket's Committee, Board and Commission process.
 - a. All members will be confirmed by a majority vote of the 3 Select Board members (2 are recused), the chair of the Finance Committee and the vice-chair of the Planning Board.
 - b. The 1.c, 1.d, 1.e and 1.f members will be proposed by their respective groups.
 - i. Each group will be asked to propose 2 members and 3.a. will determine who is full-time and who is alternate during the selection process.
4. The non-voting chair will be an independent consultant who will moderate and manage all meetings of the STRWG, and we will consider people from off-island with relevant expertise.
5. The working group members' commitment will include:
 - a. Attending 95% of the scheduled meetings. Attending 100% of the meetings where critical votes are taken, e.g. the substance of a Zoning article for Annual Town Meeting.
 - i. Missing more than 2 meetings will be grounds for dismissal from the STR Work Group and the alternate will be appointed.
 - b. Reaching 100% consensus on data needed, data definitions and sources of all data.
 - c. Reaching 80% consensus (7 votes out of 9) on any topic that is brought to a vote. The intention of this is for the group to reach compromises, not to enable 3 members to stop the process.
 - i. When this is not achieved, the chair will elicit what work needs to be done to reach 80%.
 - d. Soliciting all input from their represented constituency prior to each meeting.
 - i. Method to be confirmed re: Open Meeting Law (OML).
 - e. Communicating any relevant information back to their constituencies.
 - i. Method to be confirmed re: OML.
6. While there are probably more than nine different constituencies for this topic, a working group larger than nine will be difficult to manage.

Short Term Rental (STR) Working Group
DRAFT Framework as of 7/6/22 3:34 PM

- a. It will be the responsibility of the individual members to solicit input from their represented constituency.
 - b. It will be up to the chair to ensure all constituencies who want to actively participate are included in the relevant discussions.
 - i. This will be done, in part, by posting detailed agendas of topics to be covered for each meeting.
 - c. It is expected that Town Administration will play a critical role in identifying solutions for this topic and will be included in all meetings as needed.
 - i. A member of PLUS will provide support for the STR Working Group.
7. All meetings will be public and held under Open Meeting Law on Zoom and/or Hybrid to ensure ease of participation by members of the public.
8. The Objectives of the STR Working Group are:
 - a. To provide 100% transparency in all discussions, deliberations, and decisions in respect to STRs on Nantucket.
 - b. 100% agreement to the facts, how they are defined, and the necessary analyses for decision-making by the STRWG
 - c. To develop sensible guidelines for STRs that consider (but not be limited to):
 - i. Nantucket's unique situation,
 - ii. the history of seasonal rentals,
 - iii. how STRs are developing in similar communities and the impact on Nantucket,
 - iv. the economic impact of the suggested guidelines.
 - d. To identify either new Bylaws and/or Zoning that would be voted upon at the 2023 Annual Town Meeting.
 - i. To identify any guidelines that may arise that would support Article 39.
9. The STR Work Group will be successful (Goals) when:
 - a. Any articles arising out this Work Group pass at Town Meeting by a significant margin (not just 2/3rd or majority vote), indicating broad public support for the solutions.
 - b. All participants agree to work in good faith.
 - c. Other?
10. After the pre-meeting, the group of 6 will:
 - a. Take the updated draft Framework back to their respective boards and committee for their input. (In progress.)
 - b. Hold another meeting by July 31st to align the input from the 3 boards.
 - c. Make any final edits and publish the Framework as final.
 - i. Ensuring any relevant points raised during Public Comment are considered in the the final Framework.
11. Once constituted, the agenda for first meeting of the STR Work Group will be to:

Short Term Rental (STR) Working Group
DRAFT Framework as of 7/6/22 3:34 PM

- a. Adopt the Framework, Objectives and Goals.
- b. Agree “way of working.”
 - i. How will decisions be made and confirmed? (See proposed guidelines in 5.c. above)
 - ii. Meeting frequency and platform (Zoom, Hybrid)
 - iii. Identify actions to be taken if people/members don’t adhere to the Framework.
- c. Review existing data, identifying any gaps. Agree definitions, sources, timing and endorsing the data to be used for decision making.
- d. Agree communication plan, identifying the what/who/how/when for each element.
- e. Agree an approach for community outreach and engagement.
- f. Set the agenda for the next meeting and the meeting schedule.