

Town and County of Nantucket Select Board • County Commissioners

Jason Bridges, Chair
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C. Elizabeth Gibson
Town & County Manager

AGENDA FOR THE MEETING OF THE SELECT BOARD MAY 10, 2023 - 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/FuqFbLLluCo>

ZOOM WEBINAR REGISTRATION LINK TO VIRTUALLY ATTEND MEETING:

https://us06web.zoom.us/webinar/register/WN_kso9vGPwQtaXKXa-lzEk_w

I. CALL TO ORDER

II. SELECT BOARD ACCEPTANCE OF AGENDA

III. ANNOUNCEMENTS

1. The Select Board Meeting is Being Audio/Video Recorded.
2. Nantucket Police Department: May 14 - 20, 2023 National Police Week Proclamation.
3. Annual Town Election Scheduled for Tuesday, May 23, 2023 from 7:00 AM to 8:00 PM at Nantucket High School, 10 Surfside Road.
4. 2023 Committee/Board/Commission Vacancies.
5. Select Board Announcements/Comments.
 - a. Confirmation of Executive Session Votes on Memorandum of Agreements for: Police Union (x 2 units) (April 13, 2023); Service Employees International Union (SEIU - Our Island Home) (April 13, 2023); American Federation of State, City and Municipal Employees (AFSCME - Public Works and Sewer) (March 9, 2023).

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 May 3, 2023 at 5:30 PM; May 4, 2023 at 9:00 AM.
2. Approval of Treasury Warrants for May 10, 2023.
3. Approval of Pending Contracts for May 10, 2023 - as Set Forth on the Spreadsheet Identified as Exhibit 1, Which Exhibit is Incorporated Herein by Reference.

VIII. CITIZEN/DEPARTMENTAL/COMMITTEE REQUESTS

1. Coastal Resilience Advisory Committee: Quarterly Report.
2. Harbor and Shellfish Advisory Board: Request for Permission for Tax Bill Insert Regarding Effects of Water Runoff on Harbors and Ponds.
3. Resignation Acceptance: Short-Term Rental Work Group.

IX. PUBLIC HEARINGS

1. Public Hearing to Consider Accepting the Nantucket Open Space and Recreation Plan Pursuant to State Division of Conservation Services Regulatory Process (Continued from April 12, 2023; Request to Continue to June 28, 2023).

X. TOWN MANAGER'S REPORT

1. Classification and Compensation Study Presentation.

XI. SELECT BOARD'S REPORTS/COMMENT

1. 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. 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 the United States Constitution and the Massachusetts Declaration of Rights.

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 an orderly and peaceable manner, without disruption to other speakers.

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 protected under the United States Constitution and the Massachusetts Declaration of Rights because it constitutes true threats, incitement to imminent lawless conduct, or engages in conduct that disrupts other speakers.

Each speaker may not exceed three (3) minutes during any Public Comment portion of the meeting.

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 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.

Unanticipated Business: 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: April 26, 2023

PROCLAMATION

NATIONAL POLICE WEEK

MAY 14th – 20th, 2023

WHEREAS, the Congress and President of the United States have designated Monday, May 15th as Peace Officers' Memorial Day, and the week that May 15th falls on as National Police Week; and

WHEREAS, the members of the Nantucket Police Department play an essential role in safeguarding the rights and freedoms of Nantucket; and

WHEREAS, it is important that all citizens know and understand the duties, responsibilities, hazards, and sacrifices of their law enforcement agency, and that members of our law enforcement agency recognize their duty to serve the people by safeguarding life and property, by protecting them against violence and disorder, and by protecting the innocent against deception and the weak against oppression; and

WHEREAS, the members of the Nantucket Police Department unceasingly provide a vital public service.

NOW, THEREFORE, the Select Board of the Town of Nantucket, call upon all citizens of the Town of Nantucket to observe the week of May 14-20, 2023 as Police Week. During this week citizens are encouraged to join in commemorating law enforcement officers, past and present, who, by their faithful and loyal devotion to their responsibilities, have rendered a dedicated service to their communities and, in so doing, have established for themselves an enviable and enduring reputation for preserving the rights and security of all citizens.

I FURTHER call upon all citizens of the Town of Nantucket to observe Monday, May 15, 2023, as Peace Officers' Memorial Day in honor of those law enforcement officers who, through their courageous deeds, have made the ultimate sacrifice in service to their community or have become disabled in the performance of duty, and let us recognize and pay respect to the survivors of our fallen heroes.

Dated this 10th day of May, 2023.

Jason Bridges, Chair

Dawn E. Hill Holdgate, Vice Chair

Brooke Mohr, Member

Malcolm W. MacNab, Member

Matt Fee, Member

NOTICE OF ANNUAL COMMITTEE OPENINGS

The Select Board is accepting applications for annual committee appointments. Interested individuals may obtain a "Committee Interest Form" from the Town of Nantucket's [website](#). Completed applications can be mailed to Town Administration, 16 Broad Street, Nantucket, MA 02554 or emailed to emooney@nantucket-ma.gov. Information on the responsibilities of the various committees may also be obtained from the Town's website. **All appointments will be made by the Select Board at its June 28, 2023 meeting.**

Applications for **all** committee vacancies must be submitted by **12:00 PM on Friday, May 19, 2023.**

Agricultural Commission #	2 Seats	Terms End 2026
Airport Commission *	2 Seats	Terms End 2026
Board of Health	2 Seats	Terms End 2026
Capital Program Committee	2 Seats	Terms End 2026
Cemetery Commission	2 Seats	Terms End 2026
Coastal Resiliency Advisory Committee	1 Seat	Term Ends 2026
Conservation Commission	2 Seats	Terms End 2026
Contract Review Committee, Human Services	1 Seat	Term Ends 2026
Council for Human Services	3 Seats	Terms End 2026
Council on Aging ^	1 Seat	Term Ends 2025
Council on Aging ^	3 Seats	Terms End 2026
Cultural Council	2 Seats	Terms End 2025
Cultural Council	2 Seats	Terms End 2026
Finance Committee	3 Seats	Terms End 2026
Harbor and Shellfish Advisory Board †	1 Seat	Term Ends 2025
Historic District Commission Associate	1 Seat	Term Ends 2026
Nantucket Affordable Housing Trust, at-large	1 Seat	Term Ends 2025
Nantucket Historical Commission	2 Seats	Terms End 2026
Planning Board Alternate	1 Seat	Term Ends 2026
Real Estate Assessment Committee	2 Seats	Terms End 2026
Roads and Right of Way Committee	3 Seats	Terms End 2026
Scholarship Committee	2 Seats	Terms End 2026
Steamship Authority Port Council	1 Seat	Term ends 2025
Tree Advisory Committee	1 Seat	Term Ends 2025
Tree Advisory Committee	2 Seats	Terms End 2026
Zoning Board of Appeals	1 Seat	Term Ends 2028
Zoning Board of Appeals Alternate	1 Seat	Term Ends 2024
Zoning Board of Appeals Alternate	1 Seat	Term Ends 2026

Pursuant to Article 65 passed by 2022 Annual Town Meeting, "To the extent available and willing to serve, the [Agricultural] Commission shall consist of a minimum of three members whose prime source of income is derived from farming or agricultural-based enterprises in Nantucket and another two who are interested in farming. If the foregoing are neither available nor willing to serve, then any member may be appointed from the community who has an interest in agriculture."

* Pursuant to MGL Chapter 90, Section 51E, “Of the members appointed [to the Airport Commission] at least one shall be a person having experience in aeronautics.”

^ Pursuant to the Massachusetts Cultural Council’s Local Cultural Council Program Guidelines, “The term of membership for a council member is three years; members can serve a maximum of two consecutive terms, or a total of six years, unless the appointing authority removes a member before the expiration of a term. Members must remain off the council for a one-year interval before serving additional terms.”

† Pursuant to Chapter 270 of the Acts of 1979, vacancies on the Harbor and Shellfish Advisory Board shall be appointed by the Select Board for the remainder of the unexpired term.

May 24, 2023 – The names of applicants who have submitted applications will be read aloud and applications will be included in the Board’s packet.

June 7, 2023 – Meeting for the applicants who applied to the following committees to introduce themselves and review their applications:

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

June 14, 2023 – Meeting for the applicants who applied to the following committees to introduce themselves and review their applications:

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

June 28, 2023 – Committee appointments.

EXHIBIT 1
AGREEMENTS TO BE EXECUTED BY TOWN MANAGER
UNLESS RESOLUTION OF DISAPPROVAL BY SELECT BOARD
May 10, 2023

Type of Agreement/Description	Department	With	Amount	Other Information	Source of Funding	Term
Amendment to Professional Service Agreement	Town Administration	CDM Smith, Inc.	N/A	Amendment 1 to Contract for WWTF PFAS Sampling Program to Extend Completion Date and Term of Agreement	Town Administration Budget - Professional Services	6/8/2022 - 12/31/2023
License (Lease)	Town Administration	Commonwealth of Massachusetts	(\$6,500) per year, payable in equal monthly installments of \$541.67	License (Lease) from the Commonwealth of Mass. to the Town of Nantucket for Sheriff Office Space	N/A	April 15, 2023 - April 14, 2024
Professional Service Agreement (Consulting)	Town Administration	Raftelis Financial Consultants, Inc.	Not to Exceed \$50,000	Professional Municipal Administrative On-Call Support Services	Town Administration Budget - Professional Services	5/3/2023 - 6/30/2024
Lease Agreement	Town Administration	The Residence at Sherburne Commons (RSC)	\$3,000/mo (utilities included); plus One-time Community Fee of \$1,500	One year lease agreement for apartment/cottage #236 - residential lease	Solid Waste Enterprise Fund Budget - Professional Services	May 1, 2023 - April 30, 2024
Memorandum of Understanding (Annual)	Town Administration	Elder Services of Cape Cod and the Islands	n/a	Use of Saltmarsh Senior Center for Congregate Lunch Program	N/A	May 1, 2023 - June 30, 2024
Purchase Agreement - COMMBUYS - Commonwealth of Massachusetts OSD Pricing Contract	DPW	Standard Electric	\$18,161.92	Purchase of Decorative Streetlight Fixtures	Streetlight Budget	5/2/2023 - 5/1/2024
Sale Agreement	Fire Department	Manuel Souza	(\$500)	Sale of 1997 Ford F250 Pick-up Truck, currently located on Tuckernuck	N/A	May 10, 2023 - June 30, 2023
Purchase Agreement	Police Department	New England Cycle Works	\$41,994	Purchase of 6 (six) Replacement ATVs for Summer Beach Patrol and Lifeguards	Beach Improvement Fund Budget	5/10/2023 - 5/9/2026



Agenda Item Summary

Agenda Item #	VIII. 1.
Date	5/10/2023

Staff

Vincent Murphy, Sustainability Programs Manager & Leah Hill, Coastal Resilience Coordinator

Subject

Coastal Resilience Advisory Committee Quarterly report – January to March 2023.

Executive Summary

This is the fifth quarterly report from the Coastal Resilience Advisory Committee and covers the first quarter of 2023. The purpose of the quarterly reports is to provide a brief summary to the Select Board on quarterly activities of the Coastal Resilience Advisory Committee and on activities on Coastal Resilience Plan implementation efforts. It is also hoped to provide a regular platform for SB & CRAC to communicate and assist each other with coastal resilience direction.

Staff Recommendation

N/A

Background/Discussion

N/A

Impact: Environmental ☒ Fiscal ☐ Community ☒ Other ☐

Board/Commission Recommendation

Are there current or upcoming issues for which the Select Board would like the CRAC's advice?

Public Outreach

Overview & highlights of CRAC meetings from January to March 2023.

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

Implementation of the Coastal Resilience Plan.

Attachments

Quarterly report attached.



COASTAL RESILIENCE ADVISORY COMMITTEE (CRAC)

**QUARTERLY REPORT TO THE SELECT BOARD
FOR JANUARY TO MARCH 2023.**



HIGHLIGHTS FROM THE QUARTER:

Leah Hill is the new Coastal Resilience Coordinator, replacing Vince Murphy, who is moving into the role of Sustainability Program Manager.

Provincetown Environmental Planner Tim Famulare reached out to Vince Murphy saying he had recently convened a new Coastal Resilience Advisory Committee in Provincetown which is modeled off of Nantucket's CRAC and he hoped to use Nantucket's experience creating a Coastal Resilience Plan as background for Provincetown's efforts.

<https://www.provincetown-ma.gov/1413/Coastal-Resiliency-Advisory-Committee>





NANTUCKET

HISTORICAL ASSOCIATION

Niles Parker, the Executive Director of the Nantucket Historical Association, presented a WPI Student Project resulting in a Story Map of future flooding to NHA buildings. There was also discussion of possible adaption solutions for NHA properties.

Committee members suggested this approach could serve as a model for other property owners.

WPI Presentation:

https://docs.google.com/presentation/d/1EsvEywoLnuPm7l1Cmby0YivHuMROVOxAgPgSLRezWj8/edit#slide=id.g18e4c97f111_0_497

Project Goal

To create a prototype story map for the NHA's internal use communicating the effects of flooding and rising sea levels on the Nantucket Whaling Museum and its history in an engaging, meaningful, and educationally effective manner.

Photo: Courtesy of the Nantucket Historical Association, 1930s

2

Link to presentation to CRAC: https://youtu.be/kIPf1HwaQRc?list=PL49sKqpy7VAiUk-g5h2jluAn_2jqocl2L&t=1448

Rachael Freeman from the Nantucket Land Bank presented an update on the Land Bank's Washington Street Resilience plans. The Land Bank has outlined future flooding pathways and how simple yet effective protection measures at targeted locations could significantly reduce flooding potential. These could have significant resilience benefits for Washington Street and benefit the Town and increase longevity of the area.



Washington Street Framework Plan Development

Link to presentation to CRAC: https://youtu.be/kIPf1HwaQRc?list=PL49sKqpy7VAiUk-g5h2jluAn_2jqocl2L&t=2611

ACKclimate gave CRAC a sneak preview of a website they are developing to illustrate a virtual Coastal Resilience Walk with an emphasis on the Downtown area from Easton Street to Monomoy Creeks. This walk will be available on a website for people to follow at their leisure and uses the CRP and the recommended projects as a substantial base.



Link to presentation to CRAC: https://youtu.be/OvkL9RP3tQM?list=PL49sKqpy7VAiUk-g5h2jluAn_2jqocl2L&t=232

COASTAL RESILIENCE PLAN (CRP) ACTIVITIES:

CRP Recommendation 1-8 Shoreline Change Monitoring Program is now available on the Town website and is being regularly updated. This is now an implemented CRP project.

The project and information was presented by Morgan Sayle, Coastal Resources Technician, who is performing the measurements and updates.



Fig. 1. Map of erosion monitoring station locations.

SEWER BEDS SHORELINE CHANGE DATA

Table 1a. SA distance to edge of coastal dune in feet

Date	Sewer A1	Sewer A2	Sewer A3	Sewer A4	Sewer A5	Change
12/8/21	20	40	60	80	100	0
1/7/22	20	40	60	80	100	0
1/18/22 *	10	30	50	70	90	-10
2/22/22	10	30	50	70	90	0
4/19/22	10	30	50	70	90	0
8/26/22	10	30	50	70	90	0
10/7/22 *	Gone	16	26	46	66	-24
12/15/22	Gone	15	25	45	65	-1
12/27/22 *	Gone	11	21	41	61	-4
1/25/2023	Gone	11	21	41	61	0
2/9/23 *	Gone	10	20	40	60	-1
3/20/23*	Gone	9	19	39	59	-1
Total Loss Since 12/8/21						-41

(* = storm measurement)

The project report is found at <https://nantucket-ma.gov/2628/Shoreline-Change-Monitoring-Project>

Link to presentation to CRAC: https://youtu.be/kIPf1HwaQRc?list=PL49sKqpy7VAiUk-g5h2jluAn_2jqocI2L&t=4653

Download the Coastal Resilience Plan at <https://www.nantucket-ma.gov/2030/Coastal-Resilience-Plan>

CRAC continued reviewing the status of all 40 CRP recommendations at the one-year mark since the plan was adopted by the Select Board.

Twelve projects, marked in red in the following table, were identified with CRP recommended start dates in 2022, 2023 and 2024. Of these, eight are Priority 1 projects for the Town to focus on.

Complete	2
Underway	4
In development	15
Not started	19
2023	2022, 2023 & 2024 projects for CRAC to consider

P = Priority

S Date = Start Date

S & V = Staff & Volunteer. No assessed dollar value.

Link to CRAC discussion: https://youtu.be/NUy2JgMcqv8?list=PL49sKqpy7VAiUk-g5h2jluAn_2jqocI2L&t=3843

P	No.	Project Name	Status	Notes	Budget	Timing	S Date
1	1-1	Community Outreach on Property Owner Resilience Best Practices	Not started	Mentioned in one CRAC meeting as a possible committee project	S & V	2023	
1	1-2	Updates to Zoning By-Law	Not started	To be led by PLUS and may need specialized consultants	S & V	2025	
1	1-3	Updates to Wetland Ordinance and Regulations	Underway	NRD and Conservation Commission actively undertaking this	S & V	2025	
1	1-4	Strategic Retreat and Relocation Program	In development	Putting a scope of services together	S & V	2024,	
1	1-5	Coastal Resilience & Sustainability Interdepartmental Working Group	Complete	Began meeting in April and meets quarterly. Vince is the Chair.	S & V	2022	
3	1-6	Joint Staff Review of Development Proposals	In development	A working group objective	S & V	2022	
1	1-7	Coastal Resilience and Sustainability Program	Not started	A priority for the Sustainability Programs Manager	S & V	2023	
2	1-8	Shoreline Change Monitoring Program	Complete	Morgan and Vince began in December 2021. Page is now on the Town website with results from sites	S & V	2024	2021
1	1-9	Sediment Sourcing and Transport Study	In development	Scope, written, posted and bids received. Soon to be underway	\$1m	2024	2023
2	1-10	Stormwater Management Plan	In development	DPW and Sewer Dept actively developing this. Linked to 1-13	\$650k	2025	
1	1-11	Sediment Budget	Not started	Needs 1-9 Sediment Transport Study complete first to inform this plan	\$250k	2024	
2	1-12	Stormwater By-Laws Assessment	In development	Linked with 1-13	\$50k	2025	
2	1-13	Stormwater By-Law and Regulations Update	In development	DPW and Sewer Dept actively developing this.	S & V	2025	
1	1-14	Update locally-adopted sea level rise scenarios & Best Available Flood Hazard Data	Underway	MC-FRM is now on the Town website and this can proceed.	S & V	2022	2022
1	2-1	Steamboat Wharf Resilience	Not started	January 2022, Steamship Authority said 6-8 years before they will begin facility updates on Nantucket. Plan to work with Steamship then.	\$120m	2030	
1	2-2	Downtown Neighborhood Flood Barrier	In development	CRAC priority, linked with 2-6. Grant applied for (not won) to undertake a feasibility study. Reapplying in 2023	\$170m	2050	
3	2-3	Easton Street and Hubert Avenue Road Raising	Not started	A priority 3 project slated for commencement before 2030.	\$140m	2050	
3	2-4	Washington Street Extension and Consue Springs Walkway Raising	Not started	A priority 3 project slated for commencement before 2030. Land Bank undertaking works that may extend current usefulness	\$65m	2050	
2	2-5	Building Scale Resilience at 37 Washington Street	Not started	Has not been talked about. Meant to be an example to the community	\$150k	2024	
1	2-6	Downtown Neighborhood Flood Barrier - Phase 1 Project	In development	CRAC priority, linked with 2-2. Grant applied for (not won) to undertake a feasibility study and will continue to seek other opportunities	\$13m	2025	

P	No	Project Name	Status	Notes	Budget	Timing	S Date
1	3-1	Madaket Road Raising and Bridge Conversion	Not started	Briefly discussed with sewerage Madaket.	\$40m	2030	
1	3-2	Ames Avenue Bridge Resilience	In development	NRD and Admin developing a project (just started 2 weeks ago, so researching). Linked with 3-4	See 3-4	2025	
3	3-3	F Street Boat Ramp	Not started	To commence after 2030	\$5.1m	2050	
1	3-4	Madaket Erosion Mitigation Pilot	In development	NRD and Admin developing a project (just started 2 weeks ago, so researching). Linked with 3-2. May also be the subject of an MVP grant in 2023	\$96m	2025	
1	3-5	Department of Public Works Facility and Land Fill Resilience	Not started	Bigger question first. Will DPW relocate? Then, plan appropriately.	\$300k	2024	
2	4-1	Polpis Road Raising and Bridge Conversion at Folgers Marsh	In development	Tried to revive this project with NCF with a feasibility assessment and plan development in the spring with a grant application. Failed, but outline developed.	\$21m	2035	
2	4-2	Polpis Road Raising, Culvert Expansion, and Wave Attenuation at Sesachacha Pond	In development	NRD was awarded a grant from SNEP for wave attenuation. Partly underway for the Wave Attenuation portion of the project	\$45m	2025	2023
3	4-3	Coatue Erosion Mitigation and Dune Resilience	In development	NCF and TTOR project. Initial study completed in spring 2022 . More study and implantation required. How can CRAC/ Town help?	\$41m	2026	?
1	4-4	Numerical Modeling Study of Coatue Breaching	Not started	Scope developed in the spring but didn't progress. Could be picked up with the right grant application.	\$250k	2026	
3	5-1	Sconset Bluff Dune Restoration	Not started	Uncertain future as NOI has been withdrawn.	\$16m	2030	
2	5-2	Codfish Park Dune Restoration	Not started	Uncertain future	\$21m	2030	
2	5-3	Baxter Road Relocation Planning	Underway	NRD and Admin began a contract with Arcadis in February 2022 to run for 12-18 months. A Select Board priority project.	\$30m (\$34-52m)	2030	2022
2	5-4	Sconset Bluff Nearshore Breakwaters Feasibility Study	Not started	May be a cost prohibitive project.	\$800k	2025	
2	6-1	Nantucket Memorial Airport Dune Restoration	Not started	Anticipated to commence in 2026	\$28m	2035	2026?
1	6-2	Surfside Wastewater Treatment Plant Dune Restoration	In development	Sewer Dept is considering options and working with engineers. Tracking developments	\$38m	2025	
1	6-3	Tom Nevers Field Erosion Mitigation Pilot Project	Underway	Being led by Parks and Recreation in DPW. Project just commenced.	\$18m	2025	2022
2	6-4	Surfside Emergency Access Planning	Not started	Could be a brief project but need to find a way to advance it.	S & V	2025	
2	6-5	Sheep Pond Road Relocation Study	Underway	Not currently a study, but relocation efforts underway	S & V	2023	2022
3	7-1	North Shore Dune Restoration and Nourishment	Not started	No planned start date	\$38m	2035	
3	7-2	Sand Dumping Feasibility Study	Not started	Possibly linked to 7-1, may be cost prohibitive	\$250k	2027	

Requests & Recommendations:

Are there current or upcoming issues for which the Select Board would like the CRAC's advice?

The Coastal Resilience Advisory Committee generally meets on the second and fourth Tuesday of each month at 10 am via Zoom. Meeting notices and agendas are posted on the Town's website at:

<https://nantucket-ma.gov/1391/Coastal-Resiliency-Advisory-Committee>

Contact Leah Hill, Coastal Resilience Coordinator, lhill@nantucket-ma.gov

“The CRAC recommends all Town Departments, Boards, Commissions and Committees and any service providers, contracted engineers and consultants need to be aware of and need to use the NOAA “High” scenario to accommodate current storm surge as well as Sea Level Rise in their decisions, deliberations and planning. These data are periodically updated by NOAA and will be posted on the CRAC page on the Town's website.”



From: [Peter B. Brace](#)
To: [Erika Mooney](#)
Subject: Buck slip - final
Date: Thursday, April 6, 2023 2:31:54 PM
Attachments: [Tax Insert Buck Slip.pdf](#)
[Screen Shot 2019-05-21 at 9.34.07 AM.png](#)

Erika,

The attached is the Harbor & Shellfish Advisory Board's final version of the buck slip we hope to insert in the July 1, 2023 mailing of the property tax bills. We haven't chosen a date yet, so the date we put on the slip is just a random one to show how the message will look when we do have a firm date. Libby said the Select Board had to approve this before we could proceed. Can you make sure she sees it?

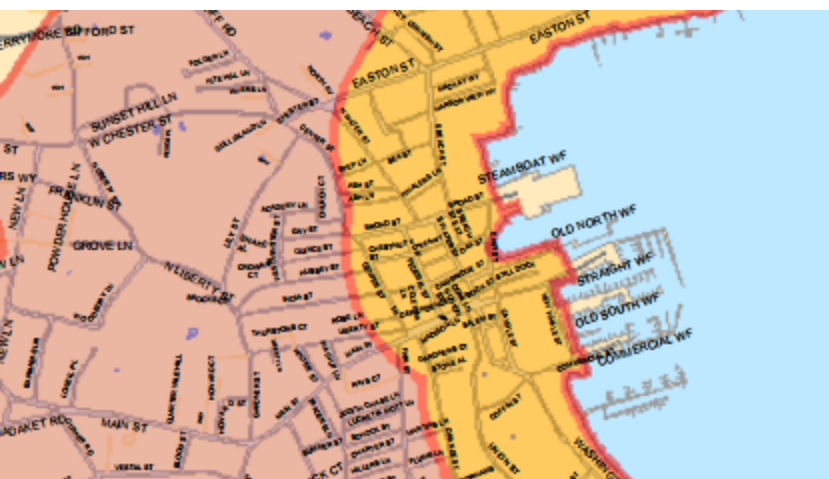
Let me know where we go from here and if you've questions.

Peter

This email was scanned by Bitdefender



Nantucket Walkabout
Peter Brace - Guide
P.O. Box 828
Siasconset, MA 02564
508-422-7466
peter@nantucketwalkabout
<http://www.walknantucket.com>



Interesting Facts

Number of Watershed Protection Zones: 4

Nantucket and Madaket Harbors, Hummock Pond and the Wellhead Zone

Number of storm water outflow pipes: 52 on Nantucket Harbor alone

Do you know where your runoff flows?

Every time it rains or someone over-waters, the most likely destination for the runoff is one of our harbors or ponds. Being conscious of where your property drains is important to the health of our water resources.

You can view the Town Resource Maps here:

<https://www.nantucket-ma.gov/151/GIS-Maps>

or you can plan to attend an educational forum presented by the Harbor and Shelffish Advisory Board on Sept. 9th at 930am in the Community Room at the Town Public Safety Building on Fairgrounds Road.

From: [Libby Gibson](#)
To: ["Peter B. Brace"](#)
Cc: [Erika Mooney](#)
Subject: FW: Tax Bill Insert
Date: Thursday, May 4, 2023 11:49:45 AM
Attachments: [HSAB draft tax bill insert LG comments 050423.pdf](#)

PS – Thank You for your work on this! I do know it is important.

C. Elizabeth Gibson, ICMA-CM
Town Manager
Town of Nantucket
(508) 228-7255

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From: Libby Gibson
Sent: Thursday, May 4, 2023 11:45 AM
To: 'Peter B. Brace' <coskataheaven@earthlink.net>
Cc: Erika Mooney <EMooney@nantucket-ma.gov>; Jeff Carlson <JCarlson@nantucket-ma.gov>; Brian Turbitt <bturbitt@nantucket-ma.gov>; Florencia Rullo <frullo@nantucket-ma.gov>
Subject: Tax Bill Insert

Peter: we are scheduling the HSAB request for a tax bill insert on for the 5/10 agenda. Please plan to attend. (You can be remote). The insert still needs some work – see attached. Finalization doesn't have to be complete by 5/10. My overall concern is ensuring that the taxpayers have a solid understanding of what we are trying to tell them. The wording in the insert seems to suggest that property owners be aware of where their property drains but it doesn't really say anything about be careful WHAT is actually draining and why. It might seem obvious to people who are well aware of the harm of runoff but I think we need to spell it out for people. There are also some minor edits and typos that should be corrected.

C. Elizabeth Gibson, ICMA-CM
Town Manager
Town of Nantucket
(508) 228-7255

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UG
5/4/23

is this map supposed to
show all of the
WPZ's? because it
doesn't look like it
does

over waters - what?
- lawn?
- garden?



Do you know where your runoff flows?

Every time it rains or someone over-waters, the most likely destination for the runoff is one of our harbors or ponds. Being conscious of where your property drains is important to the health of our water resources.

You can view the Town Resource Maps here:

<https://www.nantucket-ma.gov/151/GIS-Maps>

or you can plan to attend an educational forum presented by the Harbor and Shellfish Advisory Board on Sept. 9th at 930am in the Community Room at the Town Public Safety Building on Fairgrounds Road.

Interesting Facts

Number of Watershed Protection Zones: 4

Nantucket and Madaket Harbors, Hummock Pond and the Wellhead Zone

Number of storm water outflow pipes: 52 on Nantucket Harbor alone

again - is there any for these?

NVM - Jeff says "no"

again - are there more?

do we know the total # of outfall pipes?

Erika Mooney

From: Meredith Lepore <meri.lepore@gmail.com>
Sent: Tuesday, May 2, 2023 9:50 PM
To: Erika Mooney
Subject: STRWG

Erika Mooney, Operations Administrator
Town of Nantucket
37 Broad Street
Nantucket, MA 02554

Copy: Select Board Members

Tuesday, May 2, 2023

Dear Select Board Members,

I'm writing to confirm that I'm resigning from my role as a representative of the Board of Health on the Short-Term Rental Workgroup effective immediately. When I originally volunteered to join last summer, it was with the understanding that the workgroup's efforts would be completed by the 2023 Annual Town Meeting. Now many months and hours of meetings and discussion, it's unclear when this workgroup will complete its work. Therefore, at this time, I must refocus all my time and energy on my family and young children (twins under the age of two), full-time job, other prior volunteer commitments.

Respectfully submitted,

Meredith Lepore

This email was scanned by Bitdefender

2023 MAY -3 PM 2:30
TOWN OF NANTUCKET
RECEIVED

Short-Term Rental Work Group (estab. 9/21/2022)

John Kitchener	At-large, Primary
Jim Sulzer	At-large, Primary
Karen Zagayko	At-large, Primary
Jonathan W. Delano	At-large, Alternate
David Iverson	Planning Board, Primary
Barry Rector	Planning Board, Alternate
Peter N. Schaeffer	FinCom, Primary
Joseph T. Grause, Jr.	FinCom, Alternate
Peter Kahn	ACNVT, Primary
William Gardner	ACNVT, Alternate
Julia Lindner	ACK Now, Primary
Carl Jelleme	ACK Now, Alternate
Kathy Baird	Nantucket Together, Primary
Robin Nydes	Nantucket Together, Alternate
Thomas Dixon	Aff. Housing Advocate, Primary
Joseph T. Grause, Jr.	Aff. Housing Advocate, Alternate
Meri Lepore	BOH designee (non-voting)



Planning and Land Use Services

Building ■ Energy ■ Historic District Commission ■ Planning Board ■ Zoning Board of Appeals

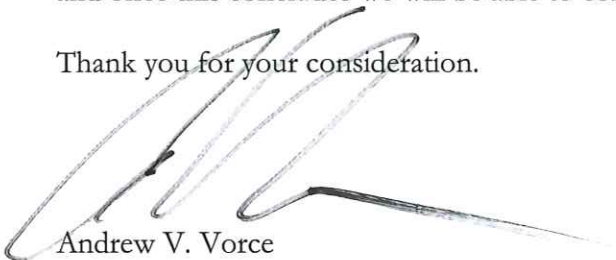
May 4, 2023

Libby Gibson, Town Manager
Town Hall
16 Broad Street
Nantucket, MA 02554

Dear Libby,

I respectfully request that you continue the matter of the Open Space Plan to a date in late June or early July. As you know we received additional feedback and a request to allow for more input before the plan is finalized. Since the meeting, we have met with some of the speakers and communicated changes to the consultants. We need more time to schedule a workshop meeting and make further administrative corrections. Our priority tasks have been Town Meeting preparation and once this concludes we will be able to commit more resources to finalize this plan.

Thank you for your consideration.



Andrew V. Vorce

cc:
Leslie Snell
Megan Trudel
NP&EDC

Link to Draft Nantucket Open Space
and Recreation Plan 2023

[https://nantucket-
ma.gov/DocumentCenter/View/43749
/Open-Spaces-2022-PDF](https://nantucket-ma.gov/DocumentCenter/View/43749/Open-Spaces-2022-PDF)

From: [Diana Brown](#)
To: [Town Manager](#)
Subject: Nantucket Open Space and Recreation Plan
Date: Friday, April 7, 2023 2:42:16 PM

Dear Libby,

Thank you for all the time and effort that the Town has put into the Nantucket Open Space and Recreation Plan.

As you know, Nantucket Community Sailing (NCS) operates its sailing programs from Polpis Harbor and Jetties Beach, under license agreements with the Town. Polpis Harbor is perfect for teaching the youngest sailors, with its shallow water and limited wind, current, and commercial boat traffic. The Jetties Sailing Center is where NCS teaches sailing lessons for older children and adults, offers kayaks, paddleboards, and sailboats for rent to the public, and hosts our free community outreach programs -- sailing lessons and water sports for hundreds of children and adults who otherwise would not have access to the joy of sailing. Both Polpis and Jetties are supported with small sheds on the beach and no utilities.

Since Nantucket Community Sailing is dependent on the Town for our access to the water, we want to express our support for the recommendations in Section 9: Seven-Year Action Plan, under Goal 2: Provide and maintain a high-quality inventory of parks and recreation areas that are safe, attractive, and provide a range of active and passive (informal) recreational opportunities for all residents. Ensure that populations that may be underserved can access a park and open space system that is fair, inclusive and equitable, under objective 2.12 actions a-d:

2.12 Support not for profit recreation providers to help ensure longterm viability.	a. Extend public water system to serve the Jetties Sailing Center. b. Identify feasible water source for beach area at Polpis Harbor. c. Assess the benefits of providing long term licenses for community boating at program sites. d. Work with NCS to identify alternative program and access site at Polpis Harbor or alternate site suitable for programs for young children.
---	---

We are grateful to the Town for your support of Nantucket Community Sailing and look forward to working with the Town to implement these recommendations.

Best regards,
Diana

Diana L. Brown
President & Chief Executive
Nantucket Community Sailing
4 Winter Street
Nantucket, MA 02554
O: 508-228-6600
C: 917-743-5574
www.nantucketcommunitysailing.org

Segal Classification and Compensation Study Recommendations

May 10, 2023

Town Administration



Agenda

1. Study Goals and Overview
2. Study Structure
3. Segal and Town Administration Recommendation
4. Comparison to Negotiated Union Settlements
5. Request for Approval

1. Study Goals and Overview

- The Classification and Compensation study was undertaken at the direction of the Select Board
- The study was performed by Segal Group, a Human Resources consulting firm (www.segalco.com)
- Segal provided preliminary overview and results to the Select Board in Executive Session on February 2, 2023
- The study is both complex and comprehensive and has taken more than a year to complete
- Goals of the study include:
 - Ensuring market and internal salary structure alignment
 - Simplifying classification structure
 - Identifying paths for career progression
 - Addressing recruitment and retention needs

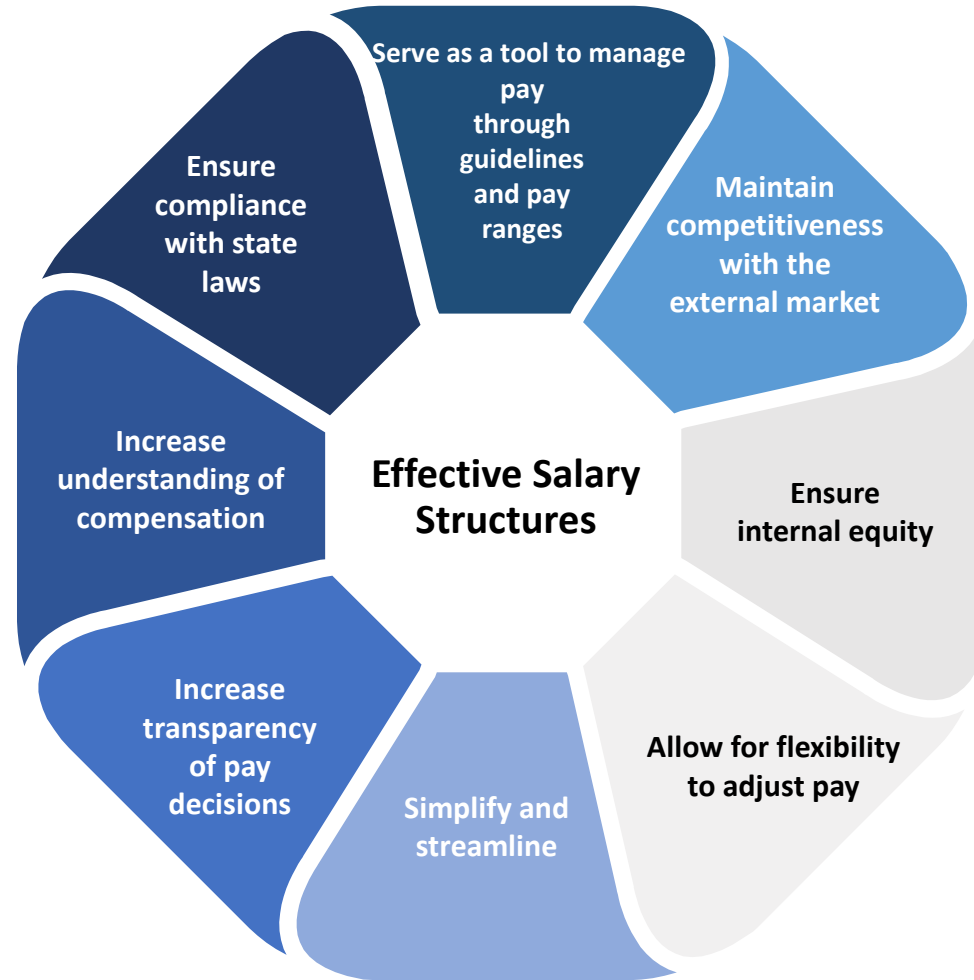
1. Study Goals and Overview cont'd.

- Approximately 316 regular, full-time employees fall under the scope of this study
 - 256 Represented employees
 - 60 Non-represented
- The custom study provides a comparison using actual data for similar positions in comparable towns
 - Market pay sources include comparable towns (8) and published survey data (3)
- This presentation addresses 49 non-represented positions (Water, Airport and School are not addressed here)

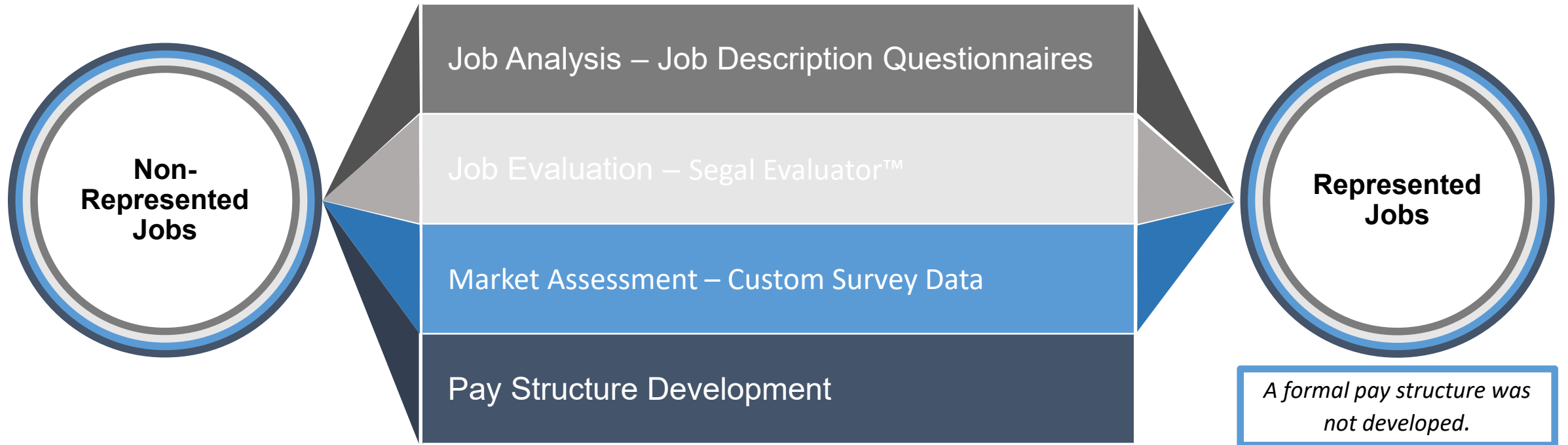
1. Study Goals and Overview cont'd..

- Due to complexity, a “Nantucket Factor” (cost of living on Nantucket adjustment) has not been applied in Segal’s recommendation
- However, Segal acknowledges that Nantucket “has unique economic factors such as high housing costs, high overall cost of living and high labor costs”
- Segal further observes:
 - “Management has done an excellent job with entry to mid-level salaries; however, the more senior levels have been neglected”
 - Some employees with many years of service, fell below the 25th percentile of the market comparisons
 - Several interviewees referenced a “loyalty penalty”

2. Benefits of a Properly Constructed Salary Structure



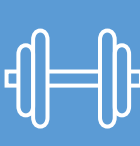
2. Segal Project Structure



2. Job Evaluation

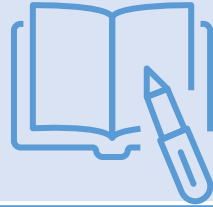
Segal Evaluator™

The tool consists of eight (8) compensable factors that provide a **meaningful, measurable way of comparing jobs** at different levels and in different departments and workgroups across the Town.

 Formal Education	 Freedom to Act
 Work Experience	 Knowledge & Skills
 Management & Supervision	 Fiscal Responsibility
 Human Collaboration Skills	 Working Environment & Physical Effort

2. Salary Structure Design Considerations

The Two Pay Decisions



Paying for the Job

Determined by the correct grade in the salary structure

Considerations:

- Comparison markets
- Pay position relative to the market
- Balance of external vs. internal factors



Paying for the Individual

Determined through pay guidelines and Town policies

Considerations:

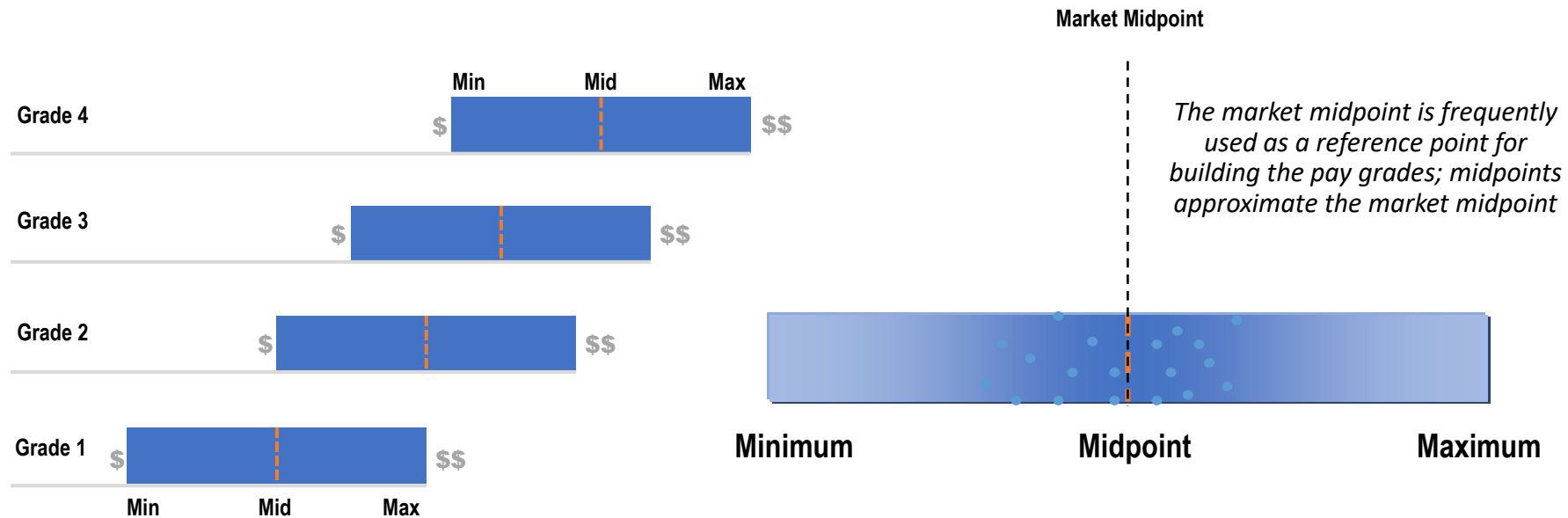
- Skills, knowledge, and experience
- Performance
- Length of service
- Internal equity

2. Salary Structure Design Considerations

Developing Pay Grades

- After reviewing the market data, groupings of similarly paid jobs emerge based on the market median pay
- Pay grades are developed by translating those market midpoints into the pay grade midpoints

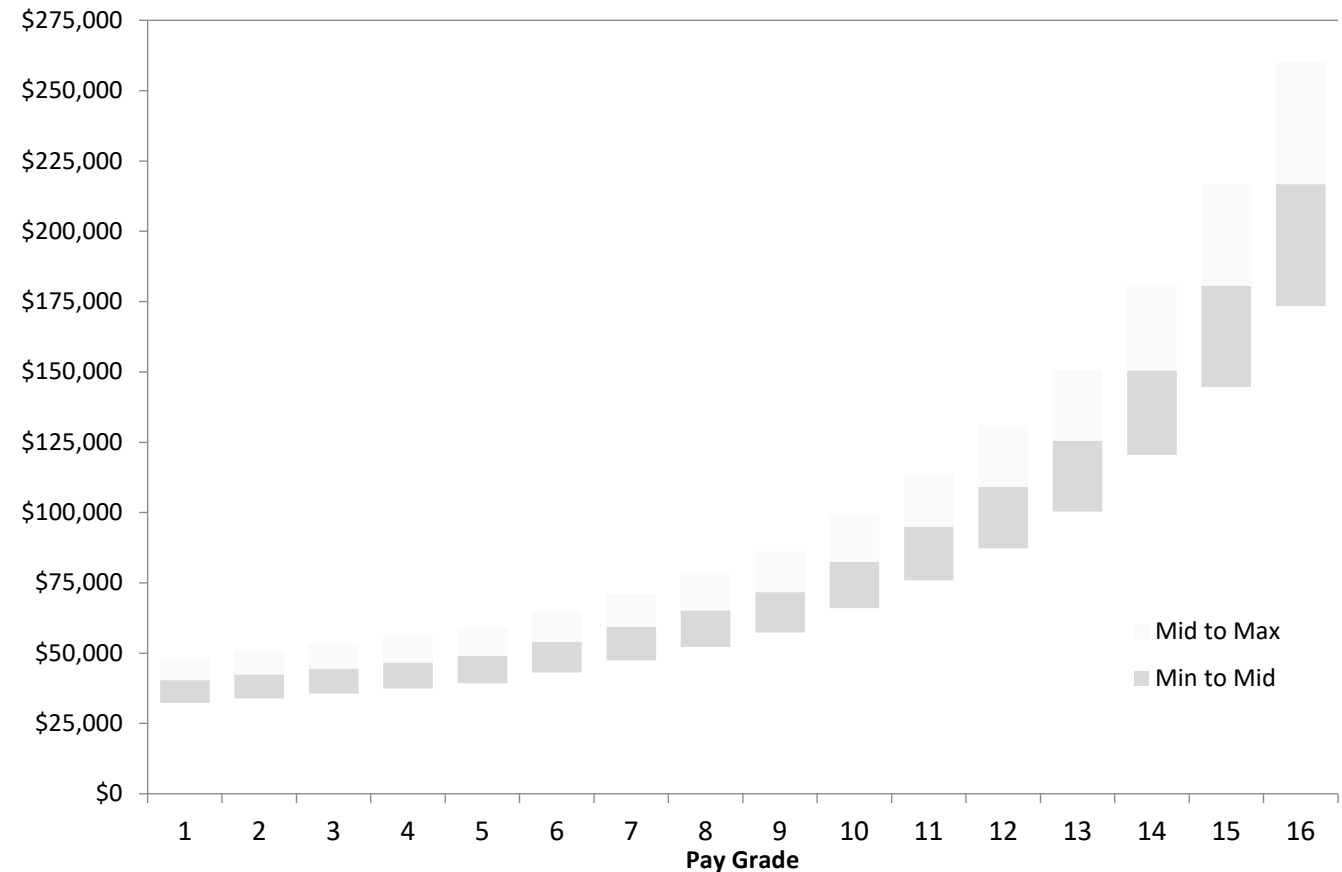
ILLUSTRATIVE EXAMPLE



3. Recommendation

Proposed Non-Represented Pay Structure

Pay Grade	Range Spread	Midpoint Differential	Minimum	Midpoint	Maximum
1	50%		\$32,300	\$40,350	\$48,500
2	50%	5.0%	\$33,900	\$42,400	\$50,900
3	50%	5.0%	\$35,600	\$44,500	\$53,400
4	50%	5.0%	\$37,400	\$46,700	\$56,100
5	50%	5.0%	\$39,200	\$49,000	\$58,800
6	50%	10.0%	\$43,100	\$53,900	\$64,700
7	50%	10.0%	\$47,400	\$59,300	\$71,100
8	50%	10.0%	\$52,200	\$65,200	\$78,300
9	50%	10.0%	\$57,400	\$71,700	\$86,100
10	50%	15.0%	\$66,000	\$82,500	\$99,000
11	50%	15.0%	\$75,900	\$94,900	\$113,900
12	50%	15.0%	\$87,300	\$109,100	\$131,000
13	50%	15.0%	\$100,400	\$125,500	\$150,600
14	50%	20.0%	\$120,500	\$150,600	\$180,800
15	50%	20.0%	\$144,600	\$180,700	\$216,900
16	50%	20.0%	\$173,400	\$216,800	\$260,100



3. Recommendations

Implementation Approach

1. Adjust all Employees to at least 2nd Quartile (25th percentile of pay grade range).
2. Determine targeted placement in range
 - a) Adjust Employees with >5 years and <10 years experience to Midpoint (50th percentile of their pay range)
 - b) Adjust Employees with 10 or more years experience to 4th Quartile (75th percentile of their pay range)
3. Bring rate of pay to Target Base Pay

ILLUSTRATIVE EXAMPLES

Employee A is paid \$81,675 and has 9 years experience. Their job's proposed pay grade is 11: \$75,900 - \$94,900 - \$113,900.

1. If pay is less than 2nd Quartile, adjust to 2nd Quartile. This employee would receive an adjustment to \$85,400.

2. Consider length of service to identify targeted placement in range. Employee service places target pay at Midpoint.

3. This employee would receive a second adjustment to \$94,900.

Employee B is paid \$152,700 and has 27 years experience. Their job's proposed pay grade is 14: \$120,500 - \$150,600 - \$180,800.

1. If pay is less than 2nd Quartile, adjust to 2nd Quartile. This employee does not receive an adjustment

2. Consider length of service to identify targeted placement in range. Employee service places target pay at 4th Quartile.

3. Adjust pay to \$165,700

3. Town Administration Recommendation

Depending on position within Segal salary structure, the recommendation is that staff would receive one of the following adjustments:

1. 4% plus a \$2500 market adjustment if position fell below the Segal midpoint
2. 4% increase if position fell above the Segal midpoint, or
3. The Segal recommendation
4. In recognition that data used for this study is from 2021 or 2022, the Town Manager recommends an additional 5% salary increase for those making less than \$100,000 effective July 3, 2023

4. Comparison to Negotiated Union Settlements

- The Town has signed Memorandums of Agreement with 4 unions. While there is substantial disparity among the agreements, on average they are somewhat higher than the Segal recommendation for non-union employees
- Approximate settlements are as follows:

<u>UNION</u>	<u>Year 1</u>			<u>Year 2</u>	<u>Year 3</u>
	<u>COLA</u>	<u>MARKET ADJUSTMENT</u>	<u>TOTAL</u>	<u>COLA</u>	<u>COLA</u>
SEIU	4.0%	4.1%	8.1%	3.5%	3.0%
AFSCME	4.0%	3.5%	7.5%	3.5%	3.5%
Police 330	5.0%	13.2%	18.2%	5.0%	5.0%
Police 330A	5.0%	8.3%	13.3%	5.0%	5.0%
Average Union	4.5%	7.3%	11.8%	4.3%	4.1%
Non Union Recommendation	2.3%	9.5%	11.8%	TBD	TBD

- Union employees receive more than COLA and MARKET ADJUSTMENT. They may also receive STEP, LONGEVITY, EDUCATION, SHIFT DIFFERENTIALS and ON-CALL PAY. Non-union employees do not

5. Select Board Approval Requested:

- Implement the “market pay” adjustments in the Segal recommendations
 - Include the “25th percentile minimum” approach
- Make approved pay adjustments retro-active to Jan 1, 2023
 - Adjustments are funded within the existing FY23 approved budget and proposed FY24 budget
- Allow Town Manager to continue to refine individual pay recommendations as needed
- Implement as soon as operationally possible

Appendix



Recruitment and Retention Impact

Today the pay profile of staff skews toward the lower end of the Segal comparative towns' study

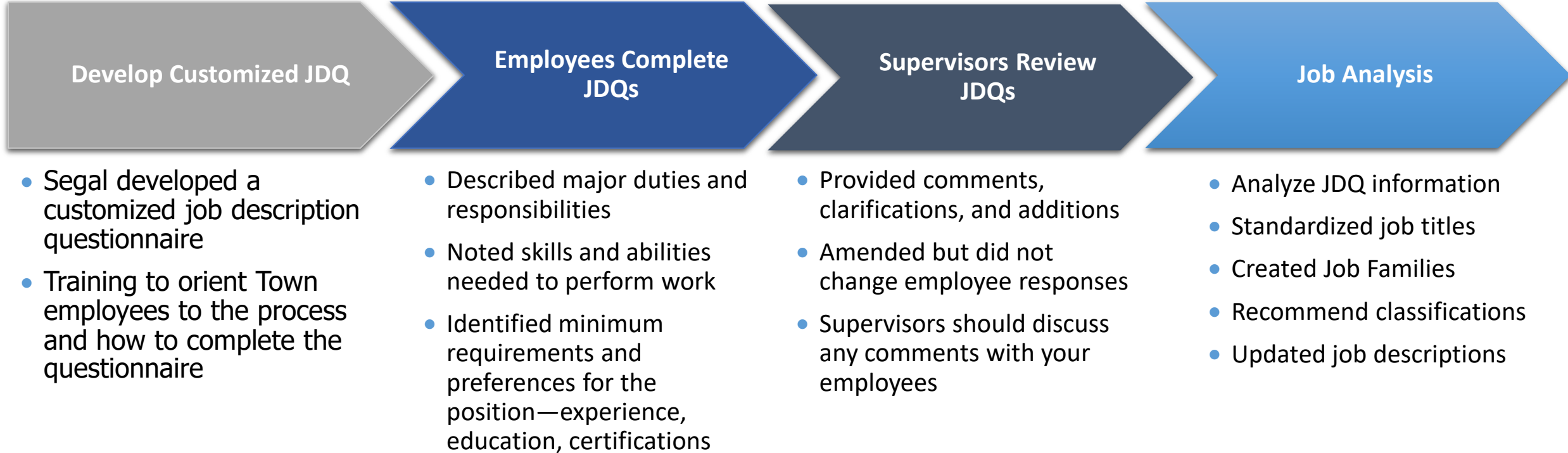
QUARTILE DISTRIBUTION PRE-RECOMMENDATION	(Below Min) +Q1	Q2	Q3	Q4	Above Max
Band 15 (ATMs and Public Safety Chiefs)	4	1	0	0	0
Band 14 (Department Heads)	(1)/6	5	0	0	0
Band 13-(Deputy Department Heads)	(2)/4	2	1	0	0
All other Bands	5	4	4	2	8
Total	22	12	5	2	8

If the Segal recommendations are implemented, the profile will be more balanced and reflective of experience

QUARTILE DISTRIBUTION POST-RECOMMENDATION	(Below Min) +Q1	Q2	Q3	Q4	Above Max
Band 15 (ATMs and Public Safety Chiefs)	0	0	5	0	0
Band 14 (Department Heads)	2	3	7	0	0
Band 13-(Deputy Department Heads)	2	2	4	1	0
All other Bands	3	1	9	2	8
Total	7	6	25	3	8

Job Analysis and Job Documentation

Job Description Questionnaire



Segal received 141 JDQs describing 137 unique job titles from the Town.
Segal prepared a job description template and job descriptions.

Market Assessment Process

Comparison Market

Two market segments were included in one custom survey, with each segment representing a key aspect of the Town’s competitive market:

- 12 peer employers
- 3 published surveys - private sector data sources

Public Sector Employers *		Published Surveys
Town of Aspen, CO	Town of Needham, MA	CompAnalyst
Town of Barnstable, MA	Town of Wellesley, MA	Economic Research Institute
Town of Chatham, MA ^	Barnstable County, MA	Payfactors
Town of Edgartown, MA	Dukes County, MA	<i>published data sources, collectively representing thousands employers</i>
Town of Falmouth, MA	Nassau County, NY ^	
Town of Montauk, NY ^	Suffolk County, NY ^	

*Pay rates for other organizations were geographically adjusted to the Town of Nantucket area cost of labor using ERI’s national index

^Did not reply to survey, voice or e-mail follow-up and/or FOIA request