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MEETING POSTING

TOWN OF NANTUCKET

Pursuant to MGL Chapter 30A, § 18-25

All meeting **notices and agenda** must be filed and time stamped with the Town Clerk's Office and posted at least 48 hours prior to the meeting (excluding Saturdays, Sundays and Holidays)

Committee/Board/s	Short-term Rental Working Group
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Day, Date, and Time	Wednesday, August 3, 2022 at 3:00 PM
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Location / Address	☐ REMOTE PARTICIPATION VIA ZOOM ☐
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Signature of Chair or Authorized Person	Denice Kronau
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WARNING: IF THERE IS NO QUORUM OF MEMBERS PRESENT, OR IF MEETING POSTING IS NOT IN COMPLIANCE WITH THE OML STATUTE, NO MEETING MAY BE HELD!

AGENDA

Please list below the topics the chair reasonably anticipates will be discussed at the meeting

Join Zoom Meeting

<https://us06web.zoom.us/j/89999068113?pwd=NTF6b012OW1QYU0yaHd0VXI5YWp4Zz09>

Meeting ID: 899 9906 8113

Passcode: 259655

Call to Order

Audio / Video Announcement

Finalize the Short-term Rental Working Group Framework (STRWG)

Agree Any Needed Adaptation of the Committee Interest Form Used to Apply to Join the STRWG

Propose the Application and Appointment Process (and Timeline) for Sign-off by the Select Board and Town Administration

Any Other Business

Public Comment

Adjournment



TOWN OF NANTUCKET COMMITTEE INTEREST FORM/NEW APPLICANT

For Appointment by the Select Board

*Please return this form to the Town Administration offices by the advertised due date.
Please call for date of the Public Hearing for applications review or refer to the Public Notice.*

Name: _____

Home Phone: _____

**Mailing
Address:** _____

Alternate Phone: _____

Email Address: _____

Date Submitted: _____

REQUESTING APPOINTMENT TO: _____

Reasons for Committee Interest

- Have you ever attended a meeting of the committee/board/commission?
- Why are you interested in this committee/board/commission?
- Are you prepared to commit to the meeting schedule of the committee/board/commission?

Relevant Experience

- What experience, skills or insight would you bring to the committee/board/commission?
- What would you hope to accomplish on the committee/board/commission?

Potential Conflicts of Interest

- Please list any committees appointed by the Select Board, local agencies or non-profit organizations of which you or a member of your immediate family are current members.
 - Are you or any member of your family employed by, or receive any financial consideration from, the Town of Nantucket?
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Select Board
Short-Term Rental Work Group Appointments Timeline
Per Vote on Article 42 of 2022 Annual Town Meeting
As of 8/1/2022

August 1 – Advertise committee vacancies on Town’s website

August 3 and August 17 – Committee vacancies to be added to Select Board agendas as announcement

August 4 and August 11 – Advertise committee vacancies in the Inky

August 26 at 12:00 PM – Deadline for submitting applications.

September 7 and September 14 – The names of applicants who have submitted applications will be read aloud and applications will be included in the Board’s packet.

September 21 – Meeting for applicants to introduce themselves and review their applications; committee appointments made.

Membership of STR Work Group:

- (1) Planning Board member (primary and alternate) (voting)
- (1) Finance Committee member (primary and alternate) (voting)
- (1) Advisory Committee of Non-Voting Taxpayers member (primary and alternate) (voting)
- (1) ACK•Now member (primary and alternate) (voting)
- (1) Nantucket Together member (primary and alternate) (voting)
- (1) Affordable Housing advocate (primary and alternate) (voting)
- (3) At-large members and (1) alternate (voting)
- (1) Board of Health designee (non-voting)

Short Term Rental (STR) Working Group
FINAL DRAFT Framework as of 8/1/22 12:15 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.	3 Aug 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 (primary and alternate) (voting)
 - b. 1 Finance Committee (primary and alternate) (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 designee (staff or BOH member) (non-voting)

Short Term Rental (STR) Working Group
FINAL DRAFT Framework as of 8/1/22 12:15 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 3 members and 3.a. will determine who is full-time and who is alternate during the selection process.
4. An independent facilitator will be engaged by the Select Board to moderate and manage all meetings of the STRWG.
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 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
FINAL DRAFT Framework as of 8/1/22 12:15 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 contributing data points, 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 final Framework.

Short Term Rental (STR) Working Group
FINAL DRAFT Framework as of 8/1/22 12:15 PM

11. 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)
 - 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.

STRWG Candidate Evaluation

	Candidate 1	Candidate 2	Candidate 3	Example: Suzy Cheese
Year-round resident				yes
Seasonal resident				no
Owns property (#)				2
Owns a business (name)				Suzy's Cheeses
Owns an STR (#)				1
Lives near an STR (#)				3
Works for TON				no
Works in a real estate related business				no
ACK*Now member				no
Nantucket Together member				no
ACNVT member				no
Member of other TON boards, etc. (name)				CRAC
Member of a neighborhood association (name)				no
Can attend 95% of meetings				yes
Can attend 100% of critical votes				yes
Will solicit input from their respective constituency				yes (other business owners)
Will keep informed their respective constituency				yes (see above)
Has attested to having no conflict of interest in regards to STRs.				yes