

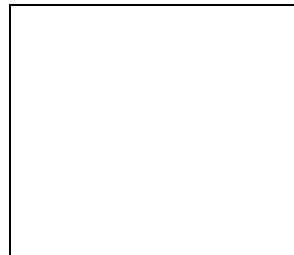


MEETING POSTING

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 | Capital Program Committee

Day, Date, and Time | Tuesday, February 18, 2025 @ 1:00 PM

Location / Address | **IN-PERSON PARTICIPATION at 131 Pleasant Street, Room A (Trailer)**

REMOTE PARTICIPATION VIA ZOOM

The meeting will be aired at a later time on the Town's Government TV YouTube Channel

<https://www.youtube.com/channel/UC-sgxA1fdoxteLNzRAUHIxA>

Signature of Chair or Authorized Person | Susan M. Carmel

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/84834177565?pwd=i2jEo4ebC0arkMVnB8jUfC3yt3WBzU.1>

Meeting ID: 848 3417 7565

Passcode: 806290

1. Call to Order, Roll Call
2. Audio/Video Announcement
3. Approval of Agenda
4. Public Comment
5. Minutes: Approval of minutes from September 12, 2024, September 19, 2024, September 26, 2024 and October 24, 2024.
6. Visitor's Services Public Restroom Renovations - Review with SMRT
7. Review RORI Criteria
8. Committee Reports
9. Date of Next Meeting: TBD
10. Adjournment



Town of Nantucket Capital Program Committee September 12, 2024 Minutes

Attending Members:	Peter Kaizer, Vice Chair, Christy Kickham, Howard Matz, Dawn-Hill-Holdgate, John Kitchener
Staff:	Susan Carmel, Assistant Finance Director, Noah Karberg, Airport Manager, Preston Harimon, Assistant Airport Manager, Arthur Gasbarro, Chair Airport Commission, Mariya Basheva, Airport Business Finance Manager
Absent:	Stephen Welch, Jill Vieth

The Capital Program Committee meeting on September 12, 2024, discussed the fiscal year 2026 capital requests for the airport. Key points included the \$17 million approved for terminal optimization, with \$9 million unspent. The groundwater and soil investigation for PFAS phase three requires \$3.68 million. The airport needs \$1.4 million for a new fire truck and \$5.4 million for art building rehabilitation. The new GSE storage facility is estimated at \$4.1 million. The committee also considered employee housing phase two, with a \$6 million budget for two townhouses. The meeting emphasized the importance of federal and state grants, cost escalation, and the need for timely funding approvals. The Capital Program Committee discussed the need for fast-tracking construction-related projects and the delays in public bidding and contracting processes. Noah Karberg highlighted the \$5 million cost for a highway-style concrete noise wall, noting it could be built modularly and be compatible with solar panels. The committee also considered a \$2 million additional cost for a longer barrier. Additionally, they discussed upgrading the wastewater system to handle larger aircraft lab waste, which could prevent flight cancellations. The meeting concluded with a review of ground service equipment needs, including a preconditioned air unit, an electro tug, a passenger bus, and a truck with a plow package, totaling \$1.5 million.

Action Items

- [] Noah Karberg to provide more detailed cost estimates and project timelines for the terminal optimization project by October.
- [] Noah Karberg to confirm the balance of funds available from previous appropriations for the PFAS investigation and remediation efforts.
- [] Noah Karberg to provide more information on the design and construction timeline for the new ground service equipment storage facility.
- [] Committee to further discuss the process for fast-tracking construction-related projects to address cost escalation concerns.

Outline

Approval of Agenda and Public Comment

- Peter Kaizer opens the September 12, 2024 meeting of the Capital Program Committee, noting the absence of Stephen Welch.
- Roll Call: Kaizer, Kickham, Matz, Hill-Holdgate, Kitchener
- John Kitchener motions to approve agenda, Dawn Hill-Holdgate seconds. Approved 5-0.
- Kaizer asks for any public comments, none.

Introduction to Fiscal Year 2026 Capital Request

- Peter Kaizer introduces the main agenda item: the fiscal year 2026 capital request for the airport.
- Noah Karberg begins the discussion, mentioning the terminal optimization project and its importance.
- Noah explains the challenges of accommodating airport projects within the town's capital software.
- The airport's terminal projects are discussed, with a focus on the terminal optimization project and its funding requirements.

Challenges with PFAS Investigation and Funding

- Noah Karberg discusses the complexities of the PFAS investigation and its impact on airport projects.
- The airport has not taken on long-term debt since 2016, relying on federal and state grants and retained earnings.
- Howard Matz inquires about the Enterprise Fund's ability to pay out of its revenues, which Peter Kaizer confirms.
- The airport's debt history and the importance of leveraging federal and state grants are highlighted.

Understanding AIP and Its Implications

- Noah Karberg explains the Airport Improvement Program (AIP) and its funding splits: 90% federal, 5% state, and 5% local.
- The process of lobbying for AIP funding through annual capital program meetings with regional FAA staff is described.
- Howard Matz and John Kitchener discuss the role of the town in funding AIP projects and the need for full community support.
- The importance of town meeting approval for AIP projects is emphasized, with Brian explaining the legal requirements.

Discussion on Terminal Optimization Project

- Noah Karberg provides an update on the terminal optimization project, which aims to reoptimize and expand terminal space.
- The project is in the design phase, with an estimated budget to be determined by October.
- The airport has submitted a BAA application for the project, competing for federal funding.
- The project's funding history and the need for supplemental funding are discussed.

Groundwater and Soil Investigation for PFAS

- Noah Karberg discusses the airport's regulated status under the Massachusetts Contingency Program and the need for groundwater and soil investigation.
- The airport is required to control and steward its own investigation to meet regulatory timelines.
- The uncertainty of future standards and the potential for additional expenditures are highlighted.
- The airport has incurred \$9 million in costs and plans to seek supplemental funding for phase three.

Airfield Marking and Paint Beads and Rubber

- Noah Karberg explains the need for airfield marking maintenance, which is typically not eligible for FAA funding.
- The airport uses an internal calculator to estimate the cost of marking and paint beads and rubber.
- The project is expected to cost between \$500,000 and \$1 million, with a \$1 million estimate for the current year.
- The importance of maintaining airfield markings to FAA standards is emphasized.

Employee Housing Phase Two

- Noah Karberg provides an update on the employee housing project, which includes a dormitory and townhouses.
- The dormitory project is in progress, with site clearing and foundation work underway.
- The townhouse project is in the design phase, with a \$6 million budget for design and construction.
- The airport has previously appropriated \$3.2 million for the townhouse project, with additional funding requested for phase two.

Airport Fire Truck Replacements

- Noah Karberg discusses the need for new airport fire trucks, with a focus on replacing legacy equipment.
- The airport currently has three fire trucks, with plans to retire one and replace two.
- The new trucks will use fluorine-free foam, aligning with FAA requirements.

- The project is AIP eligible, with 90% federal funding available.

ARFF Building Rehabilitation

- Noah Karberg explains the need for art building rehabilitation, which includes roof replacement and flooring renovation.
- The building supports airport operations and line service, with a metal roof and internal gutters.
- The project is expected to cost \$5.4 million, with significant costs related to the roof and PFAS system removal.
- The importance of maintaining the building for airport operations is emphasized.

New GSE Storage Facility

- Noah Karberg discusses the need for a new GSE storage facility to house ground support equipment (GSE).
- The facility will include space for tugs, ground power units, and preconditioned air units.
- The project is expected to cost \$4.1 million, with plans to recover costs through service fees.
- The importance of protecting GSE from weather and ensuring their availability for airport operations is highlighted.

Discussion on Construction Process and Fast Tracking

- John Kitchener suggests that the committee should fast-track construction-related projects to ensure they are completed faster than expected.
- Christy Kickham agrees, noting that caution has not been applied as much as it should.
- Peter Kaizer mentions that public bidding, contracting, and approval processes are delayed in the public sector compared to the private sector.
- Noah Karberg emphasizes the need to move forward with the noise abatement feature despite public feedback.

Noise Abatement Feature and Cost Considerations

- Noah Karberg explains the decision to design a noise barrier instead of an earthen berm, citing feedback from public comments.
- The cost of a highway-style concrete noise wall is estimated at \$5 million, significantly higher than the mainland cost.
- Noah Karberg discusses the feasibility of constructing the wall and its compatibility with solar panels.
- The wall is designed to be modular and compatible with airport operations, with construction potentially starting before the next busy season.

Community Impact and Feedback

- John Kitchener suggests that the community would appreciate the noise barrier sooner rather than later.
- Christy Kickham inquires about any pushback from the community regarding the barrier.
- Noah Karberg confirms that the wall is more supported than the earthen berm and would not affect the views of residents.
- The wall is estimated to be roughly 20 feet tall, with vegetation providing additional height.

Wastewater System Upgrade and Revenue Opportunities

- Noah Karberg introduces the need to upgrade the existing wastewater connection to handle larger corporate aircraft.
- The new system includes a pump station with above-ground cabinets and below-ground pumps.
- Christy Kickham questions if the airport is recovering revenue from the wastewater services.
- Noah Karberg explains that the system can charge by the gallon, providing revenue opportunities.

Ground Service Equipment and Airport Maintenance

- Noah Karberg lists various ground service equipment requests, including a preconditioned air unit and an electro tug.
- Christy Kickham points out a mistake in the list, which Noah Karberg acknowledges and corrects.
- The list also includes a passenger bus and a truck with a plow package.
- Peter Kaizer confirms that the majority of the cost is for new replacement items.

Final Remarks and Next Steps

- Howard Matz asks for any additional information or comments on the rescue building, rehab, GSE, noise barrier, and FBO ground handling support.
- Peter Kaizer opens the floor for any final comments or questions.
- The next meeting is scheduled for September 19, 2024, with a motion to adjourn the meeting.
- Howard Matz made the motion to adjourn the meeting, Dawn Hill-Holdgate seconds. Approved 5-0.



Town of Nantucket Capital Program Committee September 19, 2024 Minutes

Attending Members:	Stephen Welch, Chair, Peter Kaizer, Vice Chair, Jill Vieth, Christy Kickham, Howard Matz, John Kitchener
Staff:	Libby Gibson, Town Manager, Rick Sears, Assistant Town Manager, Kristie Ferrantella Housing Director, Susan Carmel, Assistant Finance Director; Elizabeth Hallet, Superintendent of Schools; Martin Anguelov, Chief Financial Officer - Schools, Chip Clunie, Facilities and Grounds Director, Stephanie Hoban, Educational Technology Director, Joanne Johnsen, Interim Director of Technology
Absent:	Dawn Hill-Holdgate

The Capital Program Committee meeting on September 19, 2024, discussed various capital requests. Chip Clunie detailed building improvements totaling \$454,400, including roofing, cabinetry, and security upgrades. Martin Anguelov highlighted \$250,000 in vandalism costs over two years. Stephanie Hoban proposed \$608,419 for educational technology upgrades, including phone system, network, interactive panels, teacher laptops, and a Mac lab. Libby Gibson updated on the \$96 million Island Home project, aiming for a 2025 bid. The committee emphasized the need for detailed project breakdowns and potential standardization across town buildings. The Capital Program Committee discussed employee housing proposals, including a \$14 million request for town employee housing on Taccoma Way or Waitt Drive. The project includes 20 bedrooms and 34 parking spots, with a \$12 million initial estimate from Emeritus. The committee also reviewed the airport's \$6 million housing project, questioning its cost and scope. Concerns were raised about the airport's autonomy and the need for standardized housing across town projects. The committee agreed to postpone officer elections and suggested a refresher on ROR valuations for the next meeting.

Action Items

- ☐ Send follow-up questions on the Our Island Home project to Libby Gibson.
- ☐ Provide clarification on the airport housing request, including details on the number of units, intended occupants, and expected rental rates.
- ☐ Investigate whether there is a need to better coordinate municipal employee housing efforts between the airport and the town.
- ☐ Schedule a session to provide training and guidance on using the Rorie software for capital project valuations.
- ☐ Elect a new chair for the Capital Program Committee at the next meeting.

Outline

Capital Program Committee Meeting Introduction and

- Stephen Welch calls the meeting to order at 3:05 PM, noting the meeting is being audio and video recorded.
- Stephen Welch asks if there are any members of the public present, and asks Chip Clunie to start the meeting.
- Chip Clunie discusses building improvements, including cabinetry, re-roofing, and security upgrades like doors and card readers.
- Stephen Welch and Howard Matz discuss the need for clearer project identification and scope for capital requests.

Detailed Discussion on Building Improvements and Security Upgrades

- Chip Clunie provides a detailed breakdown of NPS 23 003, including roofing, cabinetry, and flooring projects.
- Stephen Welch emphasizes the importance of clear project identification for capital requests.
- Jill Vieth asks about the necessity of HTC approval for door replacements, and Stephen Welch clarifies the process.
- Chip Clunie discusses the variable cost item, including unexpected costs from vandalism and plumbing issues.
- Martin Anguelov highlights the significant expenses related to vandalism and the need for a budget to cover these costs.

Security Camera Replacement Proposal

- Chip Clunie introduces the proposal for security camera replacement with Ricotta, highlighting the benefits of the new cameras.
- Joanne Johnsen explains the ease of use, text message feed capabilities, and unlimited data storage of the new cameras.
- John Kitchener questions the standardization of camera systems across town buildings and the potential cost savings.
- Chip Clunie and Joanne Johnsen discuss the responsiveness and support of the new camera system compared to the current one.

Campus-Wide Safety and Security Improvements

- Chip Clunie discusses the need for universal security lockdowns in classrooms, with a focus on the flip lock system.
- Stephen Welch and Howard Matz discuss the itemization of costs and the need for a clear breakdown of expenses.
- Christy Kickham asks about the functionality of the flip locks, and Chip Clunie confirms they are easy to use from the interior.

- The proposal includes the installation of new locks and other safety improvements, with a total cost of \$82,000.

Nantucket Elementary School Vestibule Project

- Chip Clunie introduces the Nantucket Elementary School vestibule project, aiming to redesign the front office for better visibility.
- The project includes working with SMRT to develop a design plan, with an estimated cost of \$270,000.
- Stephen Welch and other members express no questions or comments on the proposal.

Educational Technology Upgrades

- Stephanie Hoban introduces herself as the new Director of Educational Technology and presents the capital request for Ed Tech upgrades.
- The request includes upgrading the phone system, network, interactive panels, teacher laptops, and the Mac lab.
- Stephanie Hoban and Joanne Johnsen discuss the importance of modernizing the phone system for better security and communication.
- The network upgrade aims to future-proof the system to handle increased network use and support 21st-century learning.

Interactive Panels and Teacher Laptops

- Stephanie Hoban explains the need for consistent interactive panels in classrooms to improve the teaching experience.
- The request includes \$86,318 for the installation of new line interactive panels in every classroom.
- The teacher laptop upgrade aims to replace outdated devices with faster, more reliable computers to support technology integration.
- The total cost for the teacher laptop upgrade is \$250,000, with a focus on improving battery life and performance.

Mac Lab Upgrade

- Stephanie Hoban discusses the need to upgrade the Mac lab in the high school to ensure faster performance and access to the latest software.
- The upgrade is necessary to support digital photography classes and other technology-intensive programs.
- The total cost for the Mac lab upgrade is \$40,000, with a focus on improving storage and performance.

Island Home Project Update

- Libby Gibson provides an update on the Island Home project, including the decision to build a new facility at Sherburne Commons.

- The project budget is approximately \$96 million, including construction costs and relocation of employee housing.
- The project is currently in negotiations with Sherburne to finalize the lease and design modifications.
- The goal is to have a bid out and bids back by the 2025 annual town meeting to provide a solid cost estimate.

Staff Housing and Lease Negotiations

- Stephen Welch asks for clarification on the staff housing site plans and options for Sherburne Commons.
- Libby Gibson explains that the plan is to relocate existing Sherburne Commons employee housing to the Surfside sewer treatment facility area.
- The new housing for Sherburne Commons employees will be built on the Sherburne Commons site, and the current housing will be used for additional sewer employee housing.
- The project budget includes costs for the new housing and relocation of existing housing.

Operational Challenges and Community Benefits

- Christy Kickham asks about the operational challenges and community benefits of the Island Home project.
- Libby Gibson explains that the facility serves a small number of residents but also supports the community through employment and activities.
- The new facility will have more space for activities and better accommodations for visitors, improving the overall community experience.
- The project aims to balance the needs of the residents with the broader community benefits, ensuring a sustainable and supportive environment.

Sherburne Facility and Employee Housing Proposals

- Libby Gibson discusses the potential for employee housing in the Sherburne facility, specifically the Sherburne house, which has eight rooms and could be used for travel nurses.
- Rick Sears introduces the Taccoma Way town employee housing project, explaining the town's efforts to create housing for employees and the preliminary plans for \$14 million.
- Rick Sears details the town's ownership of eight lots on Tacoma Way and the need for \$14 million to build either on Taccoma Way or Waitt Drive.
- Rick Sears mentions the preliminary design plans, the Select Board's approval, and the lack of a detailed bid document or written estimate.

Discussion on Housing Needs and Costs

- Stephen Welch asks for comments, questions, and concerns from the committee.

- Jill Vieth inquires about the cost difference from last year, and Rick Sears explains that the cost has remained the same but includes additional expenses for an OPM and cost escalation.
- Howard Matz questions the breakdown of the \$14 million and whether it includes additional infrastructure and construction management costs.
- Rick Sears clarifies that the estimate does not include furnishing the units and that the town is still working on more detailed design plans.

Challenges and Solutions for Employee Housing

- Howard Matz asks about the timeline for letting a construction contract, and Rick Sears explains the need for design money and the challenges faced last year.
- Christy Kickham inquires about the project manager, and Rick Sears mentions that they would bid for an OPM.
- Jill Vieth questions why some of the money can't come from the Affordable Housing Trust, and Kristie Ferrantella explains that the trust funds are for community affordable housing, not municipal employee housing.
- Kristie Ferrantella highlights the challenges in finding housing for employees and the benefits of owning housing for town staff.

Exploring Ownership and Land Trust Options

- John Kitchener suggests exploring the possibility of ownership units for employees and mentions the Nantucket Land Trust as a potential partner.
- Kristie Ferrantella and Rick Sears discuss the complexities of turning the housing into ownership opportunities and the potential for the Land Trust to help reduce costs.
- Stephen Welch suggests clarifying the type of housing (rental or ownership) and the ownership structure for the town meeting presentation.
- Rick Sears agrees to provide more detailed information once the weight drive schematic is available.

Town Admin Projects: Digitization and PFAS

- Rick Sears introduces the ongoing digitization project, which has been ongoing since 2019 and is expected to continue for another year or two.
- Rick Sears explains the need for \$500,000 to digitize the documents for the plus department, which includes many old and unique documents.
- Rick Sears introduces the PFAS project, explaining the need for resources to prepare for new regulations and the ongoing testing in the two FG parking lot and the weight drive area.
- Stephen Welch suggests considering a stabilization fund or emergency fund for projects like PFAS and coastal resilience to ensure funds are available when needed.

Airport Housing and ROR Valuations

- Jill Vieth and John Kitchener discuss the airport housing project, expressing concerns about the cost and the need for clearer information on the number of dwellings and structures.
- Stephen Welch suggests requesting additional information from the airport to clarify the project details and ensure consistency in housing standards.
- Stephen Welch proposes a refresher session on ROR valuations for the next meeting to help the committee catch up on their evaluations.
- John Kitchener requests one-on-one training on ROR valuations before the next meeting.

Election of Officers and Liaison Roles

- Stephen Welch announces his inability to continue as chair due to changes in his work schedule and suggests postponing the election of officers until the next meeting.
 - Christy Kickham suggests considering liaison work with departments to better understand their requests and needs.
 - Stephen Welch encourages the committee to coordinate their liaison assignments through the finance department.
 - The meeting concludes with a motion to postpone the election of officers and a discussion on the importance of liaison roles in the upcoming budget season.
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- Jill Vieth motions to adjourn the meeting, Kitchener seconds. Approved 6-0.



Town of Nantucket Capital Program Committee September 26, 2024 Minutes

Attending Members:	Peter Kaizer, Vice Chair, Jill Vieth, Howard Matz, John Kitchener
Staff:	Susan Carmel, Assistant Finance Director
Absent:	Christy Kickham, Dawn Hill-Holdgate

The Capital Program Committee meeting on September 26, 2024, focused on electing officers and assigning department liaisons. Jill Vieth and Peter Kaizer were elected as Chair and Vice Chair, respectively. Liaisons were assigned to various departments. The committee discussed the need for detailed reports and data entry using the Plumb software. They also reviewed the airport housing project, expressing concerns about the \$6 million request and the need for a comprehensive presentation. The next meeting is scheduled for October 3, with a workshop on November 14.

Action Items

- [] Invite Noah Karberg to present a comprehensive overview of the airport housing project, including details on the different phases and costs.
- [] Obtain a spreadsheet from the airport with the full plan for the housing project, including previous requests, the current request, and future plans.
- [] Schedule the airport housing project presentation for an upcoming meeting.

Outline

Meeting Introduction and Roll Call

- Peter Kaizer opens the meeting, noting the date as September 26, 2024
- Kaizer reminds attendees that the meeting is audio and video recorded and asks for approval of the agenda.
- Jill Vieth motions to approve the agenda, John Kitchener seconds. Approved 4-0
- Kaizer calls for public comment. (None)

Election of Officers and Initial Discussions

- Peter Kaizer opens the meeting, noting it is audio and video recorded and asks for a motion to approve the agenda.

- Jill Vieth moves to approve the agenda, and Peter Kaizer seconds the motion. Approved 4-0.
- Peter Kaizer mentions the delay in electing officers due to absences at previous meetings.
- Discussion on nominating Christy Kickham for a position, with Jill Vieth and John Kitchener expressing support.
- Jill Vieth and Peter Kaizer discuss the need for a vice chair and the possibility of Christy taking on the role.

Discussion on Reporting and Data Entry

- Jill Vieth and Peter Kaizer discuss the process of calculating standard deviations and statistics for reports.
- Susan Carmel explains the use of the Plumb software for data entry and report generation.
- Peter Kaizer and Susan Carmel discuss the role of the software in aggregating and cataloging data.
- Jill Vieth and Peter Kaizer emphasize the importance of accurate data entry and the role of department heads in the process.

Nomination and Election of Officers

- Jill Vieth and Peter Kaizer discuss the need for a chair and vice chair
- Motion made by Howard Matz to nominate Jill Vieth as Chair. Seconded by John Kitchener. Motion approved: 4-0.
- Motion made by Jill Vieth to nominate Peter Kaizer as Vice Chair. Seconded by Howard Matz. Motion approved: 4-0.
- Motion made by Peter Kaizer to nominate Christy Kickham as Secretary. Seconded by John Kitchener. Motion approved: 4-0.

Assignment of Department Liaisons

- Discussion on the assignment of department liaisons, with members expressing preferences for specific departments.
- Jill Vieth and Peter Kaizer assign liaisons to various departments, including Natural Resources, Public Works, and Solid Waste.
- John Kitchener and Jill Vieth discuss the assignment of liaisons for town employee housing and seasonal housing.
- The group agrees on the assignments, with some members taking on multiple roles to ensure coverage of all departments.

Review of Previous Year's Reports and Meetings

- Jill Vieth and Peter Kaizer review the previous year's reports and meetings, noting the importance of continuity.
- Discussion on the need for detailed reports and the role of department heads in providing information.
- The group discusses the importance of accurate data entry and the role of the Plumb software in maintaining records.
- Jill Vieth and Peter Kaizer emphasize the need for thorough preparation and documentation for future meetings.

Discussion on Upcoming Meetings and Workshops

- The group discusses the schedule for upcoming meetings and workshops, including the RORI workshop in November.
- Jill Vieth and Peter Kaizer emphasize the importance of timely preparation and the need for detailed reports.
- Discussion on the need for early meetings to accommodate other commitments, such as the Planning Board meeting.
- The group agrees on the need for clear communication and coordination to ensure smooth operations.

Review of Airport Housing Project

- John Kitchener raises concerns about the \$6 million request for the airport housing project.
- Discussion on the need for a detailed presentation and the role of Tucker Holland in providing context.
- Jill Vieth and Peter Kaizer emphasize the importance of understanding the full scope of the project.
- The group agrees to request a detailed presentation from the airport representatives, including a spreadsheet and site plan.

Finalizing Assignments and Next Steps

- The group finalizes the assignments for department liaisons, ensuring coverage of all departments.
- Discussion on the need for clear communication and coordination among members.
- Jill Vieth and Peter Kaizer emphasize the importance of thorough preparation and documentation for future meetings.
- The group agrees to reconvene for the next meeting to continue discussions on department assignments and upcoming projects.

- Howard Katz motions to adjourn the meeting, Kitchener seconds. Approved 4-0.



Town of Nantucket Capital Program Committee October 24, 2024 Minutes

Attending Members:	Jill Vieth, Chair, Peter Kaizer, Vice Chair, Christy Kickham, Dawn-Hill-Holdgate, John Kitchener
Staff:	Susan Carmel, Assistant Finance Director, David Gray, Sewer Director, Noah Karberg, Airport Manager, Arthur Gasbarro, Chair Airport Commission, Mariya Basheva, Airport Business Finance Manager
Absent:	Howard Matz

The Capital Program Committee meeting on October 24, 2024, focused on the \$6 million cost for two townhouse units at the airport, questioning its validity compared to other affordable housing projects. The committee discussed the need for due diligence, including comparing costs with other projects and consulting local experts. They also addressed the eligibility of police and fire personnel for the housing. Additionally, David Gray provided updates on ongoing sewer and stormwater projects, highlighting challenges with easements, cost management, and the potential for new revenue streams through stormwater regulations. The committee agreed to finalize their review of the requests for 2026 in the following week. The Capital Program Committee discussed the \$220 million total request for the upcoming year, noting it is six times the average of the past four years. John Kitchener emphasized the need for an independent evaluation, suggesting a comment on the unsustainable nature of such a large borrowing request. Christy Kickham proposed consulting with town finance for guidance on sustainability. Jill Vieth highlighted the importance of considering both individual project merits and the overall impact. The committee also discussed the strategic alignment with the Select Board's priorities and the potential impact of large requests on future evaluations.

Action Items

- [] Clarify with the fire and police chiefs which specific positions would be eligible for the airport housing.
- [] Consult with the town finance director to get guidance on the sustainability of the overall \$228 million funding request.
- [] Provide a presentation to the planning board on the storm water management initiatives and regulations.

Outline

Roll Call and Meeting Kickoff

- Jill Vieth initiates the meeting, welcoming everyone and reminding them of the audio and video recording.
- Jill Vieth conducts roll call: Kaizer, Kickham, Hill-Holdgate, Kitchener
- Jill Vieth requests approval of the agenda – motion made by Kaizer, seconded by Kitchener. Approved 5-0.
- Vieth calls for public comment (none)
- The meeting transitions to discussing the airport housing project, with Noah Karberg invited to provide more information.

Discussion on Airport Housing Project Costs

- John Kitchener raises concerns about the \$6 million cost for two dwelling units in a duplex, comparing it to other affordable housing projects.
- Peter Kaizer acknowledges the difficulty in digesting the numbers but supports due diligence to validate the costs.
- John Kitchener suggests comparing the project costs with other similar projects outside the airport to ensure validity.
- Christy Kickham asks Noah Karberg for a detailed explanation of the project costs and any additional factors that might influence the high cost.

Clarification on Housing Eligibility and Project Scope

- Noah Karberg explains that the project cost is based on recent bid costs and actual biddable costs from the dorm project.
- Jill Vieth inquires about the eligibility of different first responders to live in the housing units, including EMTs and first responders from other departments.
- Noah Karberg clarifies that the housing is primarily for police and fire personnel, with some flexibility for dispatchers and other eligible employees.
- John Kitchener emphasizes the need for clarity on who qualifies as first responders to ensure the project aligns with FAA guidelines.

Exploring Alternative Housing Solutions and Funding

- Jill Vieth suggests exploring the possibility of the airport building more housing units for other employees in the future.
- Art Gasbarro supports the idea but emphasizes the need to prioritize the current project and ensure it meets the needs of existing employees.
- Dawn-Hill Holdgate raises concerns about the cost comparison with other housing projects, citing a \$4 million triplex at Sherborne Commons.
- Peter Kaizer and John Kitchener discuss the need for due diligence and the potential for cost reductions through better procurement strategies.

Discussion on Stormwater and Sewer Projects

- David Gray provides an update on the Sewer Maintenance and Operations (CMOM) program, highlighting ongoing repairs and replacements.
- David Gray discusses the challenges of securing easements and the impact of the force main project on the overall cost and timeline.
- Christy Kickham inquires about the progress and funding of the CMOM program, with David Gray explaining the allocation of funds and the impact of paving costs.
- David Gray outlines the design and funding needs for the Somerset area, including stormwater infrastructure and a proposed bike path.

Stormwater Regulations and Revenue Streams

- David Gray explains the ongoing efforts to develop stormwater regulations and the potential for revenue streams through capacity fees.
- Christy Kickham asks about the effectiveness of previous I&I (inflow and infiltration) projects and the potential for additional revenue from stormwater management.
- David Gray discusses the collaboration with various stakeholders, including the land bank and conservation groups, to address stormwater issues.
- John Kitchener suggests involving the planning board in discussions about stormwater regulations and potential funding opportunities.

Coastal Resiliency and Stormwater Connections

- Christy Kickham asks about the correlation between coastal resiliency and stormwater management.
- David Gray emphasizes the importance of stormwater management in addressing sea level rise and groundwater issues.
- David Gray highlights ongoing collaborations with various groups, including the land bank and conservation organizations, to address stormwater and coastal resiliency.
- The discussion concludes with a focus on the need for comprehensive stormwater regulations and the potential for public-private partnerships to fund and maintain stormwater infrastructure.

Next Steps and Meeting Conclusion

- Jill Vieth suggests regrouping with Howard to finalize the report writing process for the upcoming meeting.
- The committee discusses the possibility of completing the report writing individually and bringing any unresolved questions to the next meeting.
- Jill Vieth proposes meeting on November 7 to finalize the report writing and address any remaining questions.
- The meeting concludes with a focus on the importance of collaboration and due diligence in addressing the community's housing and infrastructure needs.

Discussion on the Total Request Amount and Sustainability

- Jill Vieth emphasizes the need to address the \$220 million total request in their report, especially for items going to the ballot.
- John Kitchener highlights the historical context of borrowing authorizations, noting that the \$60 million request for 2026 is significantly higher than previous years.
- John Kitchener argues that their role is to evaluate the requests independently, not to consider the sustainability of the total amount.
- Christy Kickham suggests consulting with town finance for guidance on the sustainability issue, as individual requests may have different merits.

Consultation with Town Finance and Independent Evaluation

- Christy Kickham proposes consulting with town finance, specifically Brian, to get a clearer understanding of the sustainability issue.
- John Kitchener insists that their role is to evaluate the requests and provide an independent assessment, not to change their report based on finance committee opinions.
- Jill Vieth mentions that Brian and Sue will likely discuss the warrant and ballot items with the committee, providing an opportunity for consultation.
- Peter Kaizer explains that the finance committee has flexibility to vote on items, even if they receive a negative recommendation from the committee.

Impact of Large Requests on Future Evaluations

- Jill Vieth discusses the potential impact of large requests on future evaluations, noting that some projects may not pass at the ballot despite positive town meeting votes.
- Peter Kaizer explains that the finance committee can vote to include items in the hopper, even if they receive a negative recommendation from the committee.
- Jill Vieth emphasizes the importance of considering the overall impact of large requests, not just individual items.
- John Kitchener suggests that their report should highlight the total amount requested and its implications for the town.

Challenges of Large Requests and Public Perception

- Christy Kickham raises concerns about public perception of large requests, noting that people may not consider the merits of individual projects.
- Jill Vieth shares an example of a grass field project that initially received a low rating but was later supported by the finance committee and town meeting.
- Peter Kaizer highlights the importance of maintaining the integrity of the rating system, even if individual opinions differ.
- John Kitchener suggests that the committee should consider both the top and bottom requests to ensure a balanced evaluation.

Alignment with Select Board Strategic Plan

- John Kitchener proposes aligning the committee's work with the Select Board's strategic plan to ensure alignment with town priorities.
- Peter Kaizer explains that the committee's strategic plan should complement, not duplicate, the Select Board's plan.
- Jill Vieth suggests using the committee's RORI's for strategic planning, similar to how the Select Board uses theirs.
- John Kitchener emphasizes the importance of the committee's work supporting the town's long-term goals and priorities.

Final Thoughts and Adjournment

- John Kitchener reiterates the need for a balanced evaluation of large requests, considering both the total amount and individual merits.
- Christy Kickham suggests that the committee should consider which items they would prioritize if they had to make tough decisions.
- Jill Vieth mentions that she looks at department requests to ensure a balanced evaluation, considering both high and low priority items.
- The meeting concludes with a motion to adjourn, noting the next meeting will be in two weeks.
- Peter Kaizer made the motion to adjourn the meeting, Christy Kickham seconds.
Approved 5-0.