RECEIVED
2025 APR 11 AM 10:26
NANTUCKET TOWN CLERK
Posting Number:T 341

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	Thursday, April 17, 2025 @ 2:00 PM
Location / Address	**IN-PERSON PARTICIPATION at 131 Pleasant Street, Room B (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/88997819203?pwd=4OQk8QfiaUsG7ODjucQ6DqMwkPaTL3.1
Meeting ID: 889 9781 9203
Passcode: 600080

1. Call to Order, Roll Call
2. Audio/Video Announcement
3. Approval of Agenda
4. Public Comment
5. Approval of Minutes from:

October 19, 2023	November 30, 2023	January 4, 2024	February 18, 2025
October 26, 2023	December 5, 2023	January 11, 2024	March 25, 2025
November 2, 2023	December 7, 2023	January 17, 2024	
November 9, 2023	December 14, 2023	January 22, 2024	
November 16, 2023	January 2, 2024	February 11, 2025	

6. Review RORI Criteria
7. Committee Reports
8. Date of Next Meeting: TBD
9. Adjournment

Town of Nantucket
Capital Program Committee
October 19, 2023

Attending Members:	Stephen Welch, Chair, Peter Kaizer, Vice Chair, Christy Kickham, Jill Vieth, Brooke Mohr, Howard Matz
Staff:	Susan Carmel, Assistant Finance Director, Gregg Tivnan, Assistant Town Manager, Drew Patnode, DPW Director, Mike Burns Transportation Program Manager, Richard Moore, Deputy Director of Operations
Absent	Barry Rector

The Capital Program Committee meeting on October 19, 2023, discussed several key projects. The committee approved a $1.1 million supplemental funding request for seasonal employee housing, now estimated at over $11 million. Drew Patnode presented the sidewalk improvement plan, requesting $3 million for annual road works, and $5 million for Pleasant Street repaving. The Surfside area roads reconstruction project requires an additional $5 million. The committee also discussed the decommissioning of fire cisterns and the need for granite curbing on Newtown Road for safety. The next meeting is scheduled for October 26.

Action Items

- [ ] Provide the breakdown of the overall cost and funding sources for the seasonal employee housing supplemental funding request.
- Circulate phone numbers for the committee members.

Meeting Commencement and Roll Call

- Stephen Welch calls the meeting to order at 1:01 PM, noting the absence of Barry Rector.
- Stephen confirms the meeting is being audio and video recorded and asks for a motion to approve the agenda. Motion made by Christy Kickham.
- Roll Call Vote: Christy aye, Peter aye, Howard aye, Jill aye, Brooke aye, Stephen aye. Passes unanimously.

Discussion on Seasonal Employee Housing Supplemental Funding Request

- Stephen Welch and Gregg Tivnan discuss the seasonal employee housing supplemental funding request.
- Susan Carmel clarifies that the request was discussed at the last meeting and is for a vote this week.

- Stephen Welch explains the need for supplemental information and the dollar amount required.
- The committee votes to recommend the request to the Select Board and Finance Committee. Motion made by Peter Kaizer, seconded by Howard Matz.
- Roll call vote: Peter aye, Howard aye, Jill aye, Christy aye, Brooke aye, Stephen aye. Passes unanimously.

Introduction of DPW Transportation Projects

- Stephen Welch introduces Drew Patnode, the DPW director, to discuss ongoing and new projects.
- Drew Patnode begins with the sidewalk improvement plan, emphasizing its strategic importance and the use of consultants for data collection.
- Christy Kickham questions the need for consultants, and Drew explains the benefits of having a dashboard for data collection.
- The committee discusses the balance carryover from previous years and the need for realistic resource allocation.

Island Wide Road Improvements and Multi-Use Paths

- Drew Patnode discusses the island-wide road improvements, highlighting the need for increased funding to maintain roads effectively.
- Christy Kickham mentions the importance of quality control and warranty for paving work.
- Drew Patnode explains the multi-use paths project, emphasizing the need for maintenance and improvements.
- The committee discusses the balance carryover from previous years and the importance of spending all allocated funds.

Cobblestone Footbridge and Fire Cistern Decommissioning

- Drew Patnode discusses the cobblestone footbridge project, emphasizing the need for design and repair work.
- Peter Kaizer questions the previous work done on the footbridge, and Drew explains the additional costs and the need for external engineering work.
- Drew Patnode discusses the decommissioning of fire cisterns, highlighting the safety hazards and the need for coordination with the stormwater department.
- Stephen Welch suggests considering the utility of fire cisterns as stormwater runoff collection points.

Newtown Road Improvements and Surfside Area Roads Reconstruction

- Drew Patnode and Mike Burns discuss the Newtown Road improvements, emphasizing the need for granite curbing for safety.
- Stephen Welch suggests looking into traffic calming measures at the intersection of Newtown and Hooper Farm roads.

- Drew Patnode discusses the Surfside area roads reconstruction project, highlighting the need for additional funds due to increased costs and design changes.
- The committee discusses the importance of coordinating with other departments and ensuring cost-effective project execution.

Annual Report and Recommendations Work Group Update

- Stephen Welch provides an update on the annual report and recommendations work group, covering footnoting, comments, and the schedule for the report.
- Howard Matz emphasizes the importance of footnoting for clarity and consistency in the report.
- The committee discusses the need for accurate and detailed information in the report, including reappropriations and cost differences.
- Stephen Welch mentions the need for a RORI refresher for new members and the importance of keeping track of open requests.

Committee Reports and Meeting Adjournment

- Stephen Welch asks for any additional comments or questions from committee members.
- The committee discusses the importance of timely and accurate information for the annual report.
- Jill makes a motion to adjourn the meeting.
- Roll Call vote: Jill aye, Howard aye, Peter aye, Christy aye, Brooke aye , Stephen aye. Passed unanimously.

Town of Nantucket
Capital Program Committee
October 26, 2023

Attending Members:	Stephen Welch, Chair, Peter Kaizer, Vice Chair, Christy Kickham, Jill Vieth, Howard Matz, Barry Rector
Staff:	Susan Carmel, Assistant Finance Director, Drew Patnode, DPW Director, Paul Berard, Deputy Director of Facilities, Charlie Polachi, Parks and Recreation Manager
Absent	Brooke Mohr

The Capital Program Committee meeting on October 26, 2023, discussed several key requests. DPW General's requests included $1.2 million for final design of a new DPW facility at Shad Bush Road, supplementing a $1.8 million appropriation. A $60 million construction cost for the facility was clarified as a placeholder. The committee also reviewed a $2 million project for reconstructing Jettie's tennis courts into four tennis and four pickleball courts, emphasizing the need for windscreens. Additionally, they discussed a $1.5 million playground at Nobadeer Fields and $500,000 for turf maintenance equipment. The importance of environmental justice and potential grant funding from the Community Preservation Committee was highlighted. The Capital Program Committee meeting on 10/26/2023 discussed the process of revisiting requests before ranking and assigning recommendations. Jill Vieth mentioned technical amendments for town employee housing and the need for a supplemental for a special. Stephen Welch confirmed support for these measures. The committee also discussed the possibility of land bank contributions to parks and recreation, with Christy Kickham and Stephen Welch noting that such transfers are unlikely based on organizational documents. The next meeting is scheduled for November 2, 2023, at 1 PM.

Action Items

- [ ] Provide a breakdown of the proposed uses and costs for the DPW facility design and relocation project.
- [ ] Reach out to the design team to get a diagram showing the proposed layout of the tennis and pickleball courts at the Jetties Recreation Area.
- [ ] Provide additional information on the scope and cost estimates for the street light audit project, including a forecast of potential future investment.
- [ ] Gather information on whether the Land Bank has ever provided funding to the town for parks and recreation projects.

- **Meeting Introduction and Agenda Approval**

- Stephen Welch initiates the meeting, welcoming attendees and introducing the agenda.
- Motion to approve the agenda, moved by Peter Kaizer, seconded by Howard Matz.
- Roll Call vote: Peter aye, Howard aye, Christy aye, Stephen aye. Carried unanimously
- Public comment period is opened, but no members of the public wish to speak.

Introduction of DPW General and New Minutes Taker

- Stephen Welch introduces the new minutes taker, who will work remotely.
- Stephen Welch clarifies that the meeting is focused on DPW General, excluding solid waste and other specific DPW departments.
- Discussion on the schedule for future meetings, including central fleet, facilities, and parks.

DPW Central Fleet Discussion

- Stephen Welch suggests a question-and-answer approach to reviewing fleet items.
- Christy Kickham asks about the demand for new vehicles and their use, including winter plowing and general DPW operations.
- Charlie Polachi explains the need for new vehicles to support Parks and Rec staff and DPW operations.
- Discussion on the prioritization of fleet requests, with Stephen Welch requesting a list of prioritized vehicles.

DPW Facilities and Street Light Audit

- Drew Patnode discusses the DPW facility design, including the $1.2 million request for final design and OPM services.
- Howard Matz questions the construction costs estimate mentioned in the project summary.
- Charlie Polachi explains the shift from Sun Island Road to Shad Bush Road due to airport rent issues.
- Paul Berard discusses the street light audit, part of the Green Communities Initiative and the Dark Sky Initiative, and the need for a detailed study of all street lights.

DPW Parks and Recreation Projects

- Charlie Polachi introduces the Tom Nevers debris removal and dune restoration project, explaining the need to remove old structures and restore the dune.
- Discussion on the priority of the Tom Nevers project, with Charlie explaining the high priority due to hazards posed by old structures.
- Charlie Polachi discusses the reconstruction of the tennis courts at the Nobadeer fields, including the conversion of some courts to pickleball courts.

- Jill Vieth and Peter Kaizer express concerns about the condition of the current tennis courts and the need for windscreens for the new pickleball courts.

New Playground Facility at Nowhere Fields

- Charlie Polachi introduces the new playground facility at Nobadeer Fields, aimed at providing activities for children while their siblings play sports.
- Discussion on the design of the new playground, with Charlie explaining the educational and interactive nature of the proposed structures.
- Stephen Welch suggests considering the environmental justice component in the project summaries.
- Barry Rector inquires about potential grant funding from the Community Preservation Committee.

Turf Maintenance Equipment Replacement and Upgrade

- Discussion on the replacement of a CAT 420 backhoe and a Kubota tractor, with Charlie Polachi explaining the need for specialized turf maintenance equipment.
- Stephen Welch suggests breaking out the request for the CAT 420 backhoe if it is critical for the transition to in-house maintenance.
- Charlie Polachi explains the long lead time for acquiring the new equipment and the need to plan ahead for the transition.
- Stephen Welch emphasizes the importance of considering the transition to in-house maintenance in the prioritization of equipment requests.

Meeting Conclusion and Next Steps

- Stephen Welch thanks Charlie Polachi for his detailed notes and the additional information provided during the meeting.
- Stephen Welch reminds attendees to update their value estimates in the capital program database.
- The meeting concludes with a reminder to review and update project summaries and value estimates.

Committee Reports and Meeting Logistics

- Stephen Welch discusses the process of revisiting requests and the steps before ranking and assigning recommendations.
- Stephen Welch confirms the support for a supplemental for the special and relies on Jill to convey it officially.
- Jill Vieth inquires about the land bank's financial contributions to parks and recreation, and Christy Kickham and Stephen Welch speculate that such a precedent has not been set.
- The date of the next meeting is set for Thursday, November 2, at 1pm,
- Motion to adjourn made by Jill Vieth, carries unanimously.

Town of Nantucket
Capital Program Committee
November 2, 2023

Attending Members:	Stephen Welch, Chair, Peter Kaizer, Vice Chair, Christy Kickham, Brooke Mohr, Barry Rector, Howard Matz
Staff:	Susan Carmel, Assistant Finance Director, Drew Patnode, DPW Director, Chris Lowe, Solid Waste Manager
Absent	Jill Vieth

The Capital Program Committee meeting on November 2, 2023, discussed the Solid Waste capital requests for FY2025, including the purchase of the transfer station and landfill expansion.

Action Items

- [ ] Solid Waste to provide more detailed information for the various requests and come back before the Committee the first week of December

Meeting Opening

- Stephen Welch calls the meeting to order and announces that meeting is being audio and video recorded.
- Stephen Welch asks for a motion to approve the agenda.
- Roll Call vote: Peter aye, Christy aye, Barry aye, Brooke aye, Howard aye, Stephen aye. Motion made and passed unanimously.

Solid Waste Requests

- Chris Lowe discussed the expansion of cell 3B at the landfill and indicated that the $4.5 million estimate was provided by Waste Options.
- Chris Lowe states that the $4.5 million includes some design money and construction and estimates that the complete build will cost approximately $1.3 million.
- Howard Matz questions how many number of years will it cover. Would like more detailed information.
- Drew Patnode discussed the purchase of the transfer station, noting that a dollar amount could not be disclosed at this time due to current negotiations taking place.
- Brooke Mohr indicated that the request for the purchase of the Transfer Station should be in FY25, not in FY26.
- Howard Matz asks Chris Lowe for a copy of the current contract with Waste Options.
- The Committee requests more detailed description of the purchase of the transfer station, noting the rationale of the Town owning it.

- Chris Lowe discusses his request for a roll-off truck for the TIOLI building

Other Business

- The Committee discusses and ratifies their discussion from the 10/26 meeting on the DPW requests for Central Fleet, Facilities and Parks.

Annual Report and Recommendations Work Group Update

- Stephen Welch provides an update on the annual report and recommendations work group, covering footnoting, comments, and the schedule for the report.
- The committee discusses the need for accurate and detailed information in the report, including reappropriations and cost differences.
- Stephen Welch mentions the importance of keeping track of open requests.

- The meeting concludes with a motion to adjourn.
- Roll Call vote: Peter aye, Christy aye, Barry aye, Brooke aye, Howard aye, Stephen aye. Passed unanimously.

Town of Nantucket
Capital Program Committee
November 9, 2023

Attending Members:	Peter Kaizer, Vice Chair, Christy Kickham, Jill Vieth, Barry Rector, Brooke Mohr
Staff:	Susan Carmel, Assistant Finance Director, David Gray, Sewer Director
Absent	Stephen Welch, Howard Matz

The Capital Program Committee discussed fiscal year 2025 capital requests, focusing on sewer and stormwater projects. Key items included the $10 million Baxter Road sewer design and construction, the $47 million Somerset needs area, and the $12 million Consuit sewer redesign. The committee also considered a $1.5 million SCADA and PLC upgrade for security reasons. Additionally, they discussed a $1.2 million new 10-wheel dump truck and a $1.5 million wheeled excavator. The committee emphasized the importance of addressing PFAS contamination, with a $2.5 million pilot project and a $10 million future investment planned. Stormwater management initiatives, including flow meters and pre-treatment systems, were also highlighted. The Capital Program Committee discussed various infrastructure projects and challenges. David Gray highlighted significant spending on permitting and equipment, including a muck master machine and stormwater management tools. Flooding issues along Cliff Road and Madaket Road were noted, with ongoing projects to address these. The committee considered acquiring a F350 utility truck and ground penetrating radar to improve efficiency and safety. They also discussed the need for better stormwater management, including potential fees and regulations. The meeting concluded with a reminder of the next meeting date and a motion to adjourn.

Action Items

- [ ] Evaluate accelerating the SCADA and PLC security upgrades to a 1-2 year timeline instead of 5 years.
- [ ] Coordinate with the Land Bank on the Somerset needs area project and potential property acquisitions.
- [ ] Develop a naming convention to differentiate sewer and stormwater CMOM projects in the budget.
- [ ] Investigate opportunities to combine or fast-track stormwater capital projects to address immediate needs.
- [ ] Provide updates on the PFAs (Per- and Polyfluoroalkyl Substances) investigation and potential treatment solutions.

- Motion to adjourn made at the end of the meeting.

- Second to the motion to adjourn.
- All in favor vote for adjournment, indicated by "aye".

Fiscal Year 2025 Capital Requests Overview

- Peter Kaizer opens the meeting, noting the absence of public comments and the focus on fiscal year 2025 capital requests.
- Announcement is made of the meeting being audio and video recorded
- Motion to accept the agenda passes unanimously.
- David Gray, director of the sewer department, is introduced to discuss the requests.
- David Gray mentions the Baxter Road sewer design and construction, emphasizing the need for coastal resiliency and risk assessment.
- The project has been on the list for years, and its progress depends on winter erosion.

Baxter Road Sewer Design and Construction

- David Gray explains the challenges of the Baxter Road project, including conflicts with residents and significant permitting needs.
- The project involves a lot of construction services and may require installing pumps on existing properties.
- Brooke Mohr inquires about the feasibility of doing the work in chunks, and David Gray confirms that the contingency and coastal resiliency work are already underway.
- Christy Kickham asks about the big roadblocks, and David Gray mentions neighbor disputes and significant permitting for a wetland area.

Airport Pump Station Upgrade

- David Gray discusses the airport pump station upgrade, which is going out to bid for a complete renovation.
- The project is expected to be completed by 2026, and the $100,000 allocation may not be needed in 2025.
- The CMOM program, which has been ongoing for six years, is highlighted as a continuation of infrastructure updates and repairs.
- Peter Kaizer and David Gray discuss the impact of COVID years on project timelines and the need to catch up on repairs.

Somerset Needs Area and Coastal Erosion

- David Gray outlines the Somerset needs area project, which involves significant planning and collaboration with the land bank.
- The project includes sewer, stormwater, and roadway improvements, with a preliminary roadway design already in place.
- The coastal erosion project involves engineering work to take beds offline and fill them to provide a cushion against erosion.
- David Gray mentions the need for additional beds and the potential to expand the facility if necessary.

Surfside Maintenance and Administration Facility

- David Gray discusses the need for a new maintenance and administration facility to house equipment and provide climate-controlled storage.
- The project is estimated to cost $13 million, with $2.5 million already appropriated.
- The facility would include a significant meeting room, proper showers, and additional storage space.
- Peter Kaizer supports the project, emphasizing the importance of protecting town investments.

Sewer Extension in Hummock Pond Area North

- David Gray explains the sewer extension project in the Hummock Pond area, which includes high nitrogen sensitivity and poor soils.
- The project involves design and planning, with construction expected to start in 2027.
- The Somerset needs area must be completed before the Hummock Pond North project can begin.
- David Gray mentions the potential for coordinating with a bike path project in the area.

Purchase of New 10-Wheel Dump Truck

- David Gray discusses the need for a new 10-wheel dump truck with a plow and sander to assist the DPW with major routes.
- The truck will be used for construction work and snow plowing, replacing an existing truck that is 10-12 years old.
- The truck will be electric, which is a significant upgrade from the current diesel-powered models.
- Peter Kaizer supports the purchase, noting the importance of having a reliable truck for snow removal.

New Loader and Backhoe

- David Gray introduces the need for a new wheeled excavator to replace a small cat that lacks lifting capacity.
- The new excavator will be more versatile and able to handle a variety of tasks, including setting manholes.
- The project is estimated to cost $1.5 million and will add to the fleet, providing additional capabilities.
- Peter Kaizer supports the purchase, emphasizing the need for efficient equipment to handle construction and maintenance tasks.

Programmable Logic Controllers and SCADA Upgrades

- David Gray discusses the critical need for upgrading programmable logic controllers (PLCs) and SCADA systems for security and safety.

- The project is driven by homeland security concerns about the vulnerability of remote maintenance systems.
- David Gray mentions the need to bring the technology up to date to meet security standards.
- Peter Kaizer supports the project, noting the importance of securing remote systems against potential threats.

PFAS Treatment and Management

- David Gray provides an update on the town's efforts to address PFAS contamination, including testing and pilot programs.
- The town is working with CDM Smith to understand the sources and impacts of PFAS, with high loads coming from landfill leachate and carpet cleaners.
- The town is exploring various technologies to treat and destroy PFAS, with a focus on finding a solution that serves multiple needs.
- Peter Kaizer and Christy Kickham express concern about the ongoing impact of PFAS and the need for a comprehensive solution.

Stormwater Management and Implementation

- David Gray outlines the stormwater management plan, which includes developing regulations and implementing the plan.
- The stormwater department is still in its infancy, with a new stormwater manager expected to be hired soon.
- The department is working closely with the land bank and DPW on various stormwater projects, including flow meters and bio swales.
- David Gray emphasizes the importance of addressing stormwater issues to protect the town's infrastructure and environment.

Impact of Wetland Projects and Stormwater Management

- David Gray discusses the significant investment in permitting and equipment for the wetland project, mentioning the muck master machine and the impact on Consuit Springs.
- Peter Kaizer notes the improved views from Orange Street due to tree removal, highlighting the visibility of water impact during high tides or storms.
- David Gray mentions the issue of ducks falling into storm drains and plans to install chicken wire to prevent future incidents.
- The conversation shifts to the need for new software and equipment for stormwater management, including small jet or back combination machines and easement machines.

Challenges with Flooding and Infrastructure

- David Gray explains the flooding issues along Cliff Road due to development and the loss of wetlands, mentioning specific areas like Pilgrim Road and Madaket Road.

- Peter Kaizer inquires about the frequency of resident complaints and safety hazards related to flooding.
- David Gray details the unique challenges of each project, such as the need for infiltrators and the impact of development on natural wetlands.
- The discussion includes the importance of redesigning and cleaning out catch basins and pipes to address flooding issues.

Specific Projects and Solutions

- David Gray highlights specific projects like 42 Hummock Pond Road, where infiltrators have broken due to soil erosion, causing flooding.
- Peter Kaizer and David Gray discuss the ongoing efforts to fix catch basins and the integration of stormwater management with sewer projects.
- The conversation touches on the need for a stormwater manager's vehicle to handle field services, funded by the Enterprise Fund.
- David Gray mentions the high cost of incidents with Dig Safe and the potential benefits of ground penetrating radar for real-time mapping of utilities.

GIS and Future Plans

- David Gray discusses the improvements coming to the town's GIS system, including shape files for water and sewer systems.
- Peter Kaizer and David Gray emphasize the importance of accurate GIS data for public access and project planning.
- The conversation includes the potential for reducing costs by using ground penetrating radar to avoid unmarked utilities.
- David Gray mentions the installation of radar sites at the facility to track water vapors and wind patterns, funded by grants from the wind farm.

Final Remarks and Next Steps

- David Gray invites committee members to visit ongoing projects and job sites for a better understanding of the work being done.
- Peter Kaizer and other committee members express appreciation for David Gray's detailed explanations and efforts to address infrastructure issues.
- The meeting concludes with a reminder of the next meeting date and a motion to adjourn. Motion made by Barry Rector, seconded by Jill Vieth. Motion approved by the committee.

Town of Nantucket
Capital Program Committee
November 16, 2023

Attending Members:	Stephen Welch, Chair, Peter Kaizer, Vice Chair, Christy Kickham, Brooke Mohr, Howard Matz
Staff:	Susan Carmel, Assistant Finance Director, Noah Karberg, Airport Manager
Absent	Jill Vieth, Barry Rector

The Capital Program Committee meeting on November 16, 2023, discussed the Airport's $10.5 million capital requests for FY2025, including the repairs to runway 6-24 and supplemental funding for the employee housing project.

Action Items

- Airport to provide more detailed information for the employee housing project by the end of November.
- The Committee asks Noah Karberg to come back to the December 5th meeting to continue discussion of his FY25 requests.
- RORIs to be completed by beginning of December.

Meeting Opening

- Stephen Welch calls the meeting to order and announces that meeting is being audio and video recorded.
- Stephen Welch asks for a motion to approve the agenda.
- Roll Call vote: Peter aye, Christy aye, Brooke aye, Howard aye, Stephen aye. Motion made and passed unanimously.

Airport Employee Housing

- Noah Karberg presents the Airport's request for additional funding for the dormitory employee housing project and explains the various phases of the project.
- Noah Karberg explains that Phase 1 can only do a maximum of three buildings due to zoning limitations.
- Phase 1 includes all infrastructure of the dormitory, the entrance, driveway, parking and extending a 600ft sewer line to the site.
- Noah Karberg explains that Phase 2 will be the footprint of the townhouse and requires subdividing, which will be a lengthy process and will need to go through land court.
- Phase 3 will require additional planning and subdivision.

- Howard Matz requests a sequence of expenses by time and event, explaining that he would like to see how each is allocated over the phases.

Other Business

- The committee discusses the timeline for completing the RORIs.
- Stephen Welch would like to wrap up the RORI discussion by the November 30th meeting with completion of the RORIs by the first and second weeks of December.

Annual Report and Recommendations Work Group Update

- Stephen Welch provides an update on the annual report and recommendations work group.
- Stephen Welch requests that all issues be identified at the November 30th meeting.

- The meeting concludes with a motion to adjourn.
- Roll Call vote: Peter aye, Christy aye, Brooke aye, Howard aye, Stephen aye. Passed unanimously.

Town of Nantucket
Capital Program Committee
November 30, 2023

Attending Members:	Stephen Welch, Chair, Peter Kaizer, Vice Chair, Jill Vieth, Christy Kickham, Barry Rector, Brooke Mohr, Howard Matz
Staff:	Susan Carmel, Assistant Finance Director, Drew Patnode, DPW Director, Paul Berard, Deputy Director Facilities, Charlie Polachi, Parks Manager, David LaFleur, Fleet Manager, Richard Moore, Deputy Director Operations
Absent	

The Capital Program Committee meeting on November 30, 2023, continued discussion of the DPW's Central Fleet requests for FY2025 and heard updates on the annual report and recommendation workgroup.

Meeting Opening

- Stephen Welch calls the meeting to order and announces that meeting is being audio and video recorded.
- Stephen Welch asks for a motion to approve the agenda.
- Roll Call vote: Peter aye, Jill aye, Barry aye, Brooke aye, Howard aye, Stephen aye. Passed unanimously.

DPW Central Fleet Requests

- Drew Patnode presents his follow up on his FY25 central fleet requests.
- Stephen Welch notes that due to time constraints, the committee will need to table this matter until a later date.

Other Business

- The committee discusses the RORI completion timeline and the development process of the RORIs.

Annual Report and Recommendations Work Group Update

- Stephen Welch provides an update on the annual report and recommendations work group.
- The meeting concludes with a motion to adjourn.
- Roll Call vote: Peter aye, Jill aye, Barry aye, Brooke aye, Howard aye, Stephen aye. Passed unanimously.

Town of Nantucket
Capital Program Committee
December 5, 2023

Attending Members:	Stephen Welch, Chair, Peter Kaizer, Vice Chair, Jill Vieth, Barry Rector, Brooke Mohr, Howard Matz
Staff:	Susan Carmel, Assistant Finance Director, Noah Karberg, Airport Manager
Absent	Christy Kickham

The Capital Program Committee meeting on December 5, 2023, continued discussion of the Airport's FY25 requests.

Action Items

- Noah Karberg to provide additional information to the committee for the December 7th meeting.
- Noah Karberg to identify the FY25 capital requests with the appropriate AIP designation.

Meeting Opening

- Stephen Welch calls the meeting to order and announces that meeting is being audio and video recorded.
- Stephen Welch asks for a motion to approve the agenda.
- Roll Call vote: Peter aye, Jill aye, Barry aye, Brooke aye, Howard aye, Stephen aye. Motion made and passed unanimously.

Airport Capital Requests

- Noah Karberg discusses the Airports other requests for FY25, including the $4 million request for Part 2 of the Groundwater and Soil Investigation.
- Repairs to Runway 6-24 is expected to cost approximately $1.2 million.
- Various smaller projects include replacing the ramp high mast lights, parking lot mill and overlap, including the access loop road and the annual request for paint and beads and rubber/markings removal.
- Noah Karberg indicates that all non AIP projects will be funded by retained earnings.
- The committee requests that Noah designate the projects that are Airport Improvement Projects with the AIP code.

Other Business

- The committee discusses whether there are any outstanding items needed from the department heads.
- Stephen Welch indicates that there are no outstanding issues.
- The committee discusses choosing a volunteer to take part in the OIH workgroup and represent the Capital Program Committee.

Annual Report and Recommendations Work Group Update

- Stephen Welch provides an update on the annual report and recommendations work group.
- Stephen Welch will review the draft report with Howard Matz and Susan Carmel before the next meeting.

- The meeting concludes with a motion to adjourn.
- Roll Call vote: Peter aye, Jill aye, Barry aye, Brooke aye, Howard aye, Stephen aye. Passed unanimously.

Town of Nantucket
Capital Program Committee
December 7, 2023

Attending Members:	Stephen Welch, Chair, Peter Kaizer, Vice Chair, Christy Kickham, Jill Vieth, Barry Rector, Brooke Mohr, Howard Matz
Staff:	Susan Carmel, Assistant Finance Director
Absent	

The Capital Program Committee meeting on December 7, 2023, discussed various projects and funding allocations. Key points included the approval of the FY25 capital requests, with specific items like the airport AIP, hazard mitigation plan, and ground mapping radar being highlighted. The committee debated the importance of coastal resiliency funding, ultimately deciding to include it in the preliminary recommendation. They also reviewed the DPW mechanic's truck replacement, deciding to seek additional information before making a final decision. The Climate Action Plan was discussed, with concerns about its broad scope and potential financial strain. The meeting concluded with a focus on finalizing recommendations for the Select Board and Finance Committee. The Capital Program Committee discussed the feasibility and cost of various projects, including a $21 million coastal resiliency bridge project, which Christy Kickham supported for its long-term benefits. Stephen Welch questioned the project's financial viability. The committee also debated the necessity of a $10 million sewer project for Baxter Road, with Brooke Mohr emphasizing its legal and practical importance. They considered a $1.2 million design investment for a 2035 target project. The committee decided to move forward with the sewer project and requested further information on the Baxter Road project's legal requirements and betterment potential. They unanimously recommended the motion to reconsider the 2022 budget. Concerns were raised about the decommissioning of fire cisterns and their role in stormwater management. Stephen Welch emphasized the need for a comprehensive approach. They also discussed enhancing Newtown Road with granite curbs and traffic slowing devices. The committee agreed to finalize the dump truck and public safety building projects by the next meeting. They also considered the DPW facility location at Shadbush, noting ongoing litigation and the potential use of Kevlar netting technology. The next meeting is scheduled for December 14, 2023.

Action Items

- [ ] Follow up with DPW on the frequency of use for the new 10-wheel dump truck request.
- [ ] Revisit the vote on moving the Baxter Road sewer design project to FY26.
- [ ] Provide the list of items still requiring further discussion to the committee members.
- [ ] Schedule a follow-up meeting before December 14th to finalize recommendations on outstanding items.

Capital Program Committee Meeting Introduction and Initial Setup

- Stephen Welch calls the meeting to order, noting the audio and video recording, and mentions the meeting is being displayed on YouTube.
- Motion made by Christy Kickham to approve the agenda. Approval of the agenda is unanimous, and public comment is moved to the next item.
- Stephen Welch outlines the plan to discuss FY25 capital requests, solid waste, and updates from liaisons to the solid waste enterprise fund.

Review of Airport and Other Projects

- Stephen Welch discusses the timely submission of AIP cost projects, including the ramp, high mass lights, and runway 6-24 repair.
- Projects switched departments, such as the hazard mitigation plan, Folgers Marsh bridge, and the ground mapping radar.
- Susan Carmel confirms the ground mapping radar will not change management, and Howard Matz updates on solid waste email exchanges.
- Stephen Welch explains the process of preliminary recommendations and the importance of standard deviation in determining project relevance.

Discussion on Specific Projects and Prioritization

- Stephen Welch reviews items outside the standard deviation, including the police auxiliary building and sewer facility supplemental.
- The committee discusses the importance of discussing items within the standard deviation and the process for preliminary recommendations.
- Stephen Welch highlights items in maroon for further review, including the seasonal employee housing and ground mapping radar.
- The committee debates the importance of coastal resiliency and the need for proactive planning and grant applications.

Clarification on Project Details and Voting Procedures

- Stephen Welch explains the need for clarity on project details and the importance of timely decision-making.
- The committee discusses the importance of coastal resiliency and the potential for future projects to fall under various departments.
- Howard Matz and Brooke Mohr provide examples of coastal resiliency funding and the importance of planning for future storms.
- Stephen Welch suggests a vote on coastal resiliency to provide clarity to the Select Board and Finance Committee.

Finalizing Project Recommendations and Addressing Concerns

- The committee discusses the importance of prioritizing projects and the need for further information on certain items.

- Stephen Welch emphasizes the need for flexibility in the review process to ensure timely completion of the committee's work.
- The committee debates the importance of specific projects, such as EV charging stations and ground mapping radar, and decides to annotate certain items for further review.

Discussion on Coastal Resiliency Projects

- Stephen Welch questions the feasibility of a $21 million bridge project, suggesting it is not cost-effective and proposes alternative solutions.
- Christy Kickham supports the project, emphasizing its importance for coastal resiliency and its potential long-term benefits.
- Jill Vieth questions the priority of the project compared to other needs, particularly in the context of the coastal resiliency plan.
- Christy Kickham argues that the project is a vital roadway for public safety and should be addressed sooner rather than later.
- Motion to include coastal resiliency project in preliminary recommendation. Motion made by Howard Matz, seconded by Christy Kickham. Passed unanimously.

Debate on Project Prioritization

- Howard Matz emphasizes the need to start coastal resiliency projects to avoid future cliffs in funding.
- Peter Kaizer and Brooke Mohr discuss the importance of prioritizing projects based on their urgency and impact.
- Stephen Welch highlights the need for consistent math and community understanding of project costs.
- Christy Kickham and others discuss the importance of pre-planning for coastal resiliency to avoid higher costs in the future.

Concerns About Project Costs and Community Perception

- Stephen Welch raises concerns about the astronomical costs of some projects and the need for an educational program to help the community understand these costs.
- Brooke Mohr mentions that a $1.2 million investment in design does not necessarily mean a $21 million expenditure immediately.
- Howard Matz and others discuss the importance of starting projects now to avoid higher costs in the future.
- Stephen Welch suggests that hiring local engineers could be a more cost-effective solution than contracting out.

Discussion on Environmental Justice and Grant Applications

- Brooke Mohr emphasizes the importance of environmental justice assessments for grant applications and community support.
- Stephen Welch and others discuss the need for clear and consistent information on project costs and benefits.

- Christy Kickham and others discuss the importance of pre-planning and scheduling for coastal resiliency projects.

- Peter Kaizer suggests a motion to move certain projects to out years based on their priority and current budget constraints.
- Motion to move Folger's Marsh bridge project to outyear by Peter Kaizer. Passed 6-1. Christy Kickham opposed.
- Motion to include environmental justice assessment in preliminary recommendation made by Peter Kaizer. Passed unanimously.
- Motion to move mill and overlay parking lots at airport into current year. Passed unanimously.
-

Sewer Projects and Legal Requirements

- Brooke Mohr discusses the legal requirements and potential precedents for sewer projects, particularly the Baxter Road sewer design.
- Howard Matz and others discuss the importance of having a tight contract for landfill operations to ensure town control and transparency.
- Stephen Welch raises concerns about the potential legal and financial implications of certain projects.
- Christy Kickham and others discuss the importance of having a clear understanding of project costs and benefits before making recommendations.
- Motion to reconsider Baxter Road sewer design vote. Passed unanimously.
- Motion to move Baxter Road sewer design to FY26. Passed unanimously.
-

Final Recommendations and Next Steps

- Stephen Welch suggests revisiting certain votes based on new information and discussions.
- Peter Kaizer and others discuss the importance of having clear and consistent information on project costs and benefits.
- Brooke Mohr emphasizes the need for a tight contract for landfill operations to ensure town control and transparency.
- Stephen Welch and others discuss the importance of having a clear understanding of project costs and benefits before making recommendations.

Discussion on Fire Cisterns and Stormwater Management

- Stephen Welch raises concerns about the lack of an integrated approach to stormwater management and the decommissioning of fire cisterns.
- Christy Kickham questions the historical use of fire cisterns for stormwater management.

- Stephen Welch emphasizes the importance of understanding the role of fire cisterns in stormwater collection before filling them in.
- Brooke Mohr clarifies that fire cisterns hold water, not manage it, and suggests that filling them in might not be practical.
- Howard Matz recalls that the decision to fill in cisterns was prompted by safety hazards, and Stephen Welch stresses the need to anticipate unintended consequences.

Proposed Enhancements for Newtown Road Improvements

- Stephen Welch suggests adding granite curbs to Newtown Road to prevent accidents, citing personal experience.
- He also proposes implementing a traffic slowing device on Hooper Farm Road to prevent high-speed exits.
- Stephen Welch highlights the increased foot traffic from six fairgrounds to Ticcoma Greens and 31 Fairgrounds, emphasizing the need for these enhancements.
- Peter Kaizer asks if these enhancements can be included in a motion to approve or hold, and Stephen Welch agrees to leave it for further discussion.

Review of Projects and Recommendations

- Stephen Welch quickly reviews the status of various projects, noting that most are approved except for those marked red or below the standard deviation.
- Christy Kickham requests a list of projects still up for discussion for the next meeting.
- Stephen Welch mentions the need for information from department heads, which might not be available by the next meeting.
- Howard Matz suggests finalizing the dump truck and public safety building projects before the next meeting.

Discussion on DPW Facility Location

- Brooke Mohr explains the potential site for the DPW facility at Shadbush, which includes a Kevlar netting technology to manage shooting range waste.
- Peter Kaizer and Christy Kickham discuss the centralized location of the DPW facility and its benefits.
- Howard Matz raises concerns about ongoing litigation affecting the DPW site at Shadbush.
- Brooke Mohr clarifies that the Select Board will need to approve the site, and the litigation will be part of the process.

Finalizing Meeting Details and Next Steps

- Stephen Welch proposes three options for handling projects without sufficient information: meeting to resolve them, voting to approve pending information, or noting them as not yet determined.
- Howard Matz supports the third option, which involves pursuing additional information and discussing it on the 14th.

- Peter Kaizer confirms the next meeting date as Thursday, December 14th, at 1pm.
- The meeting concludes with a focus on finalizing project recommendations and addressing any remaining concerns.
- Motion to adjourn made by Howard Matz. Motion approved unanimously.

Town of Nantucket
Capital Program Committee
December 14, 2023

Attending Members:	Stephen Welch, Chair, Peter Kaizer, Vice Chair, Christy Kickham, Jill Vieth, Brooke Mohr
Staff:	Susan Carmel, Assistant Finance Director, David Gray, Sewer Director, Jeff Carlson, Natural Resources Director, Vince Murphy, Sustainability Programs Manager
Absent	Barry Rector, Howard Matz

The Capital Program Committee meeting on 12/14/2023 discussed several key projects. David Gray reported construction costs for the Surfside project of $1,000-$1,300 per square foot, estimating a $8.6 million building cost. They also considered a $40,000 cost difference between wood shingles and metal siding for a public safety building, with a $448,000 total cost for the exterior wall system. The committee reviewed the climate action plan, noting a $250,000 cost and a one-year timeline. They also discussed the need for broader community engagement and the potential for alternative solutions to rising construction costs.

Action Items

- [ ] Follow up with Finance to get a breakdown of the funding sources and total project cost for the town employee housing feasibility study.
- [ ] Revisit the exterior cladding options for the public safety auxiliary building with the HDC to explore potential cost savings.
- [ ] Complete the review of the remaining RORI items by 4:30 PM today.

Sewer and Surfside Maintenance Project Updates

- Stephen Welch initiates the meeting, announcing that the meeting is audio and video recorded.
- Motion to approve the agenda made by Peter Kaizer.
- Roll Call vote: Peter aye, Jill aye, Brooke aye, Stephen aye. Passes unanimously.
- Stephen Welch notes there are no members of the public present.
- David Gray provides background on the need for supplemental funding due to rising construction costs, estimating the building at $8.6 million.
- Peter Kaizer inquires about the status of fiscal year 2022 design funds, which David confirms are still available and have not been spent.
- David discusses the challenges of securing bids, mentioning a recent project that came in at $2.1 million instead of the anticipated $900,000.

- Stephen Welch and David Gray discuss the potential for alternative solutions, including non-local bidders and housing for the workforce.

10-Wheel Dump Truck Proposal

- Stephen Welch asks for clarification on the need for a 10-wheel dump truck and its utility for the upcoming fiscal year.
- David Gray explains the deterioration of the current truck and the benefits of a Western Star brand truck for durability and versatility.
- Peter Kaizer inquires about the truck's capabilities, including its use for snow plowing and transporting materials.
- David Gray details the truck's specifications and its ability to handle various tasks, including spreading materials and hauling equipment.
- Stephen Welch and David Gray discuss the potential for cross-departmental use of the truck, including for DPW and airport needs.

Climate Action Plan and EV Charging Stations

- Stephen Welch discusses the need for additional information on the climate action plan and EV charging stations.
- Susan Carmel mentions that Jeff Carlson and Vince Murphy were invited to provide in-person explanations.

- Vince Murphy and Jeff Carlson discuss the broad and ambitious nature of the climate action plan and the need for community engagement.
- Jeff Carlson outlines the process for developing the climate action plan, including public meetings and surveys.
- Vince Murphy and Jeff Carlson discuss the potential for linking the climate action plan with the hazard mitigation plan.
- Vince Murphy and Jeff Carlson emphasize the importance of multi-disciplinary involvement and stakeholder engagement.
- Stephen Welch and Jeff Carlson discuss the timeline and implementation of the climate action plan, aiming for a one-year completion.

Public Safety Auxiliary Building Cladding Costs

- Susan Carmel provides a detailed breakdown of the cladding costs for the public safety auxiliary building as provided by Deputy Chief Charlie Gibson.
- The cost for the exterior wall system is estimated at $95.83 per square foot, with a total cost of $448,000.
- Peter Kaizer and Stephen Welch discuss the potential benefits of using metal siding instead of wood shingles, including durability and cost savings.
- The group considers the implications of using metal siding, including potential maintenance and longevity.
- Stephen Welch suggests revisiting the cladding material with the Historic District Commission (HDC) to explore alternative options.

Finalizing Meeting and Next Steps

- Stephen Welch confirms the need to complete the review of the RORIs and other projects before the end of the day.
- The group discusses the importance of finalizing the review and preparing for the next meeting on December 21.
- Stephen Welch emphasizes the need for thorough review and potential adjustments to the project values.
- The meeting concludes with a motion to adjourn, and the group agrees to finalize the review and prepare for the next meeting.
- Motion to adjourn made by Christy Kickham.
- Roll Call vote: Christy aye, Peter aye, Brooke aye, Stephen aye. Passes unanimously.

Town of Nantucket
Capital Program Committee
January 2, 2024

Attending Members:	Stephen Welch, Chair, Peter Kaizer, Vice Chair, Christy Kickham, Brooke Mohr, Howard Matz
Staff:	Susan Carmel, Assistant Finance Director
Absent	Jill Vieth

The Capital Program Committee meeting on January 2, 2024, focused on finalizing decisions for various project requests. Key points included the need for a public vote on certain items to avoid perceived declarations, and the potential for email voting if a forum is unavailable. The committee approved the inclusion of EV charging stations and a historic preservation project in the current year's budget, emphasizing the importance of financial partnerships. They also discussed the Climate Action Plan, recommending it for the out year due to its ambitious scope and insufficient funding. The committee agreed on the necessity of solid waste infrastructure investments to maintain operational control and transparency.

Action Items

- [ ] Send out an email to members requesting they complete the ranking for the 24 Surfside Road property upgrades request.
- [ ] Schedule the next meeting for January 11th to be held via Zoom.

Roll Call and Meeting Procedures

- Stephen Welch welcomes everyone to the meeting and conducts a roll call of members in attendance.
- Stephen Welch announces that the meeting is being audio and video recorded.
- Motion to approve the agenda: Barry Rector moved, Brooke Mohr seconded.

- Roll Call vote: Barry aye, Brooke aye, Peter aye, Stephen aye. Passes unanimously.
- Stephen suggests voting on the remaining requests or sending out a poll to members for a full member vote.

- Discussion on the pros and cons of voting today versus sending out a poll.
- Stephen emphasizes the importance of public voting to avoid perceived declarations.

Decision-Making Process and Member Feedback

- Stephen and Barry discuss the absence of some members and the need for their input.

- Brooke Mohr shares her experience with government processes and suggests voting on with the members present.
- Stephen and Barry discuss the potential issues with email voting and the importance of public voting.
- Brooke proposes voting with the members present and allowing reconsideration if there are concerns.

Review of Specific Requests

- Stephen and Barry discuss the EV charging stations and their removal from the current year requests.
- Discussion on the ground mapping radar for downtown historic sidewalks and its status.
- Stephen suggests discussing the small dollar project for historic preservation due to its potential benefits.
- Motion is made by Barry Rector to include ground mapping radar for downtown historic sidewalks in current year. Barry aye, Brooke aye, Peter aye, Stephen aye. Passes unanimously.

Climate Action Plan and EV Charging Stations

- Stephen and Barry discuss the Climate Action Plan and the need for additional information.
- Brooke Mohr emphasizes the importance of understanding the big picture and the potential resistance to green energy projects.
- Stephen suggests implementing climate action plan elements within other projects.
- Barry and Brooke agree on the need for a comprehensive plan and the potential benefits of a financial partnership with a nonprofit.
- Recommendation to move to outyear.

Town Employee Housing and Public Safety Auxiliary Building

- Stephen and Barry discuss the town employee housing project and its importance. Will discuss further at next meeting.
- Discussion on the public safety auxiliary building and its need for timely investment.
- Stephen and Barry agree on the importance of the project and its benefits.
- Stephen and Barry discuss the Surfside maintenance and admin facility and its ranking.

Solid Waste Enterprise Requests

- Stephen and Barry discuss the purchase of a composter, transfer station, and roll-off truck for solid waste.
- Brooke Mohr emphasizes the importance of these acquisitions for future operations and community control.
- Stephen and Barry agree on the critical nature of these investments for the town.
- Discussion on the need for a fleet manager and the challenges of managing vehicles across different departments.

Fleet Management and Asset Management

- Christy Kickham and Barry discuss the need for a fleet manager and the challenges of managing vehicles.
- Stephen suggests spotlighting vehicles as an example of the need for centralized asset management.
- Discussion on the importance of a comprehensive asset management system for the town.
- Stephen and Barry agree on the need for professional resources to develop and implement a centralized asset management system.

Voting on Requests and Next Steps

- Stephen and Barry discuss the voting process for the requests and the importance of public voting.
- Stephen suggests sending an email to members to complete their rankings for the 24 Surfside road property upgrades.
- Discussion on the importance of the 24 Surfside road property upgrades and its potential impact on housing.
- Stephen and Barry agree on the need for a comprehensive approach to asset management and the importance of professional resources.
- Motion to advance discussed requests made by Brooke Mohr, seconded by Christy.
- Roll Call vote: Brooke aye, Christy aye, Barry aye, Peter aye, Howard aye, Stephen aye. Passes unanimously.

Meeting Adjournment

- Stephen announces the next meeting date and time, Thursday January 4th at 1:00pm.
- Motion made by Brooke Mohr to adjourn.
- Roll Call vote: Brooke aye, Christy aye, Barry aye, Howard aye, Peter aye, Stephen aye. Passes unanimously.

Town of Nantucket
Capital Program Committee
January 4, 2024

Attending Members:	Stephen Welch, Chair, Christy Kickham, Brooke Mohr, Barry Rector, Howard Matz
Staff:	Susan Carmel, Assistant Finance Director,
Absent	Peter Kaizer, Jill Vieth

The Capital Program Committee met on January 4, 2024, to finalize FY25 recommendations, with a focus on the 24 Surfside supplemental funding. The committee discussed the project's progress, noting that construction costs have risen and some soft costs have been incurred. The Surfside funding request scored 49%, below the average but within the standard deviation. The next meeting is scheduled for January 11, 2024, at 1 PM.

Action Items

- [ ] Resend the calendar invites for the January meetings to the committee members.
- [ ] Schedule an in-person review of the draft report.

Meeting Commencement and Agenda Approval

- Stephen Welch calls the meeting to order at 1:08 pm, noting that Peter will not be joining.
- A motion to approve the agenda is made by Brooke Mohr and seconded by Barry Rector. Roll Call vote: Brooke aye, Barry aye, Howard aye, Christy aye, Stephen aye. Passes unanimously.
- Stephen Welch informs the meeting is being audio and video recorded and will be available on the town's website and YouTube.
- The primary agenda item is to finalize recommendations for FY 25, with the 24 Surfside supplemental funding being an outstanding issue.

Discussion on Surfside Supplemental Funding

- Stephen Welch mentions that everyone has submitted their individual rankings, with the Surfside funding coming in at 49%, below the average but within the standard deviation.
- Brooke clarifies that the request would not be an automatic approval but would require discussion.
- Brooke supports the schools' efforts to resolve infrastructure and employee space issues, noting that significant funds have already been approved and construction costs are rising.

- Stephen Welch expresses concern about some costs being out of whack with contractor math but decides not to micromanage at this point.

Voting on Surfside Supplemental Funding

- A motion to move the Surfside supplemental funding forward for the current year is made by Brooke Mohr.
- Roll Call vote: Brooke aye, Barry nay, Howard aye, Christy aye, Stephen nay. Motion passes 3-2.
- Stephen Welch notes that the numbers should be adjusted and that the project will go through an OPM, ensuring cost containment.

Adjournment and Next Meeting Details

- The next meeting is scheduled for January 11 at 1 pm, with a possibility of canceling it and doing an in-person review of the draft report.

Final Remarks and Recording Stop

- Stephen Welch asks Christine and Barry to stay for the report writing work group, promising they will sign off on it.
- Stephen Welch confirms that the work group is not required to be televised.
- Motion to adjourn the meeting is made by Barry Rector. Seconded by Christy Kickham. Roll Call vote: Barry aye, Christy aye, Howard aye, Brooke aye, Stephen aye.

Town of Nantucket
Capital Program Committee
January 11, 2024

Attending Members:	Stephen Welch, Chair, Christy Kickham, Brooke Mohr, Barry Rector, Howard Matz
Staff:	Susan Carmel, Assistant Finance Director,
Absent	Peter Kaizer, Jill Vieth

The Capital Program Committee discussed finalizing the FY 25 requests, focusing on formatting, footnotes, and appendices. Stephen Welch emphasized the need to sort million-dollar projects by priority and ensure accurate totals. The committee reviewed 86 requests totaling $113 million, with $102.9 million advanced. Susan Carmel will verify the appendix A list and provide a table on the tax assessor's impact. Howard Matz will compile footnotes, and Peter Kaizer will format the report. The team aims to complete the report by Tuesday for review at the Thursday meeting, with final adjustments before submission to the Select Board.

Action Items

- [ ] Howard to provide footnotes by Saturday and send to Sue.
- [ ] Peter to format the final report document after Sue provides updated tables.
- [ ] Stephen to review and redline the narrative section, sending updates to Sue by Saturday.
- [ ] Sue to provide updated Appendix A, B, and C tables.
- [ ] Committee to review final report draft before Thursday meeting and provide any final comments.

Formatting and Recommendations for Capital Program

- Stephen Welch discusses the need for formatting adjustments, including footnotes and ensuring totals are consistent across documents.
- The work group will update and revise recommendations in the spring, with procedural recommendations mentioned in the text.
- Stephen suggests sorting million-dollar projects by highest to lowest and addressing requests not advanced by town admin in the appendix.
- Peter Kaizer confirms the total number of requests and dollar amount, and Stephen clarifies the inclusion of resolved requests in the final recommendation.

Reviewing and Incorporating Requests

- Stephen and Susan Carmel discuss the need to double-check the appendix A list to ensure it reflects the document accurately.
- Stephen will distribute an email version of the preliminary recommendation document to Peter and Howard.
- Susan confirms the inclusion of the airport request, and Stephen emphasizes the importance of consistency in numbers for appendix B.
- Peter and Stephen agree that appendix A will include all reviewed requests, while appendix B will only include recommended requests.

Footnotes and Report Preparation

- Howard Matz expresses confusion about the steps to follow and requests a detailed outline.
- Stephen explains the process of compiling footnotes, distributing them to Peter and himself, and reviewing them through Sue.
- Howard will create a separate document listing footnotes categorized by page and appendix.
- Peter clarifies that most footnotes will be specific to individual requests and will be captured in appendix A.

Addressing Grant Funding and Reserves

- Howard questions the inclusion of reserves in requests, and Stephen acknowledges the need for better communication of funding sources.
- Stephen explains the process of including grant funding in the report, with Sue providing a list of requests with anticipated grant funding.
- Howard and Peter discuss the importance of identifying potential grant funding and ensuring it is included in the report.
- Stephen suggests that Sue and the members review their notes to identify any additional grant funding sources.

Scheduling and Finalizing the Report

- Stephen outlines the schedule for completing the report, with Howard working on footnotes, Peter on appendix A, and Sue on the narrative body and tables.
- The report will be reviewed by the membership, with final adjustments made before submission to the Select Board.
- Stephen emphasizes the importance of staying on the same version of the report to avoid confusion and ensure consistency.
- The team agrees to meet via email and Sue to finalize the report and ensure all changes are captured.

Town of Nantucket
Capital Program Committee Workgroup
January 17, 2024

Attending Members:	Stephen Welch, Chair, Peter Kaizer, Vice Chair, Howard Matz
Staff:	Susan Carmel, Assistant Finance Director
Absent	

The Capital Program Committee Workgroup meeting focused on finalizing the capital program report. Peter Kaizer and Howard Matz discussed minor changes to the report, including removing redundant subtitles and addressing footnotes. Susan Carmel shared the latest version of the report, highlighting the need for consistent formatting and the inclusion of specific request numbers in footnotes. Stephen Welch emphasized the importance of accurate documentation and the timeline for submission, aiming for a draft by Friday. Peter Kaizer will add footnotes to the appendices, while Stephen will provide formatted PDFs of past appendices. The team aims to finalize the report by Friday for the Select Board's review.

Action Items

- [ ] Finalize the footnotes categorization, sort, and send to Sue
- [ ] Add the finalized footnotes to the appendix spreadsheets and track the superscript from the requests
- [ ] Provide the PDF versions of the remaining appendices (A, B, D-F) to Peter
- [ ] Provide the taxpayer rate information to Stephen
- [ ] Convert Appendix C into a PDF and provide it to Peter
- [ ] Review the preliminary report and identify any out-year requests that need to be added to Appendix A
- [ ] Incorporate the out-year requests into Appendix A and verify the total count of requests

Reviewing Initial Questions and Changes

- Stephen Welch calls the meeting to order and mentions the presence of members Peter, Howard, and Sue.
- Peter Kaizer mentions minor changes he made to the report and asks for approval before finalizing.
- Howard Matz discusses changes he made to the report, including removing a subtitle and addressing Peter's comments.
- Susan Carmel offers to share her screen to show the latest version of the report.

- Stephen Welch suggests incorporating Howard's changes on the fly and discusses the use of redline versions for tracking changes.

Addressing Screen Sharing and Formatting Issues

- Stephen Welch and Susan Carmel discuss the best way to present the changes, with Stephen preferring a simple markup for clarity.
- Peter Kaizer and Howard Matz discuss the insertion of URLs in the report and the need for accurate information.
- Stephen Welch suggests providing information on how to access amortization tables instead of placing placeholders.
- Peter Kaizer highlights the need for consistency in the Table of Contents and suggests adjustments to reflect accurate page numbers.

Reviewing Procedural Recommendations and Consistency

- Peter Kaizer points out redundant subtitles in the procedural recommendations section and suggests removing them.
- Howard Matz and Stephen Welch discuss the need for consistent formatting and the impact of deleting text on the Table of Contents.
- Peter Kaizer offers to review and tighten up the procedural recommendations section.
- Stephen Welch emphasizes the importance of consistency in formatting and the potential impact of deleting text on the Table of Contents.
- Susan Carmel and Peter Kaizer discuss the use of Word's built-in tools for formatting and the potential need for backup copies.

Discussing Footnotes and Appendices

- Stephen Welch outlines the categories for footnotes: Appendix A (general comments and recommendations) and Appendix B (funding-related comments).
- Howard Matz and Stephen Welch discuss the categorization of footnotes and the need for consistency in the report.
- Peter Kaizer asks about the inclusion of specific request numbers in the footnotes and the need for superscripts.
- Stephen Welch confirms that footnotes will be aggregated at the bottom of each appendix and will include specific request numbers.
- Howard Matz and Stephen Welch discuss the process of finalizing and categorizing footnotes and the need for Sue to distribute them.

Finalizing the Report and Next Steps

- Stephen Welch outlines the workflow for finalizing the report, including the addition of footnotes and the formatting of appendices.
- Peter Kaizer confirms his role in adding footnotes to the appendices and tracking superscripts.

- Stephen Welch and Susan Carmel discuss the timeline for submitting the report and the need for a draft version for the work group's review.
- Peter Kaizer asks for clarification on the inclusion of out-year requests in the appendices and the need for consistent formatting.
- Stephen Welch confirms the inclusion of out-year requests and the need for accurate documentation in the report.

Preparing for the Next Meeting and Final Adjustments

- Stephen Welch emphasizes the importance of consistency in the report and the need for a high-quality presentation.
- Howard Matz apologizes for any confusion and thanks the team for their efforts.
- Susan Carmel asks about the timeline for sending the draft version of the document to the committee.
- Stephen Welch confirms the need for a draft version and asks Susan to note that it is in draft format.
- Peter Kaizer and Stephen Welch discuss the final steps for formatting the report and the inclusion of all necessary appendices.

Town of Nantucket
Capital Program Committee
January 22, 2024

Attending Members:	Stephen Welch, Chair, Peter Kaizer, Vice Chair, Christy Kickham, Jill Vieth, Barry Rector, Howard Matz, Brooke Mohr
Staff:	Susan Carmel, Assistant Finance Director
Absent	

The Capital Program Committee meeting on January 22, 2024, focused on finalizing the report recommendations. Stephen Welch noted that the report is 99% complete, with minor modifications to footnotes pending. Peter Kaizer and Howard Matz detailed their roles in formatting, consistency checks, and tracking requests. Howard Matz highlighted the division of footnotes into Appendix A and B. Stephen Welch requested a review of footnotes and minor edits by noon the next day. The committee approved the report, and future tasks including database reviews and potential meetings with the Selectboard and Finance Committee.

Action Items

- [ ] Distribute the appendix B with footnotes to the committee for review.
- [ ] Review the report, focusing on the footnotes, and provide any proposed changes to Sue by noon the next day.
- [ ] Ratify the vote on the report at the next meeting.
- [ ] Schedule the presentation of the report to the Select Board and notify the committee.
- [ ] Explore potential work on the RORI database, including additional criteria and a database review.

Finalizing the Capital Program Report

- Stephen Welch calls the meeting to order and motions to approve the agenda. Motion made by Jill Vieth, seconded by Barry Rector.
- Roll Call vote: Jill aye, Howard aye, Brooke aye, Barry aye, Peter aye, Christy aye, Stephen aye. Passes unanimously.
- Stephen Welch introduces the purpose of the meeting: finalizing the report recommendations.
- Peter Kaizer explains the process of creating the report, including the use of preliminary data and the role of Sue in organizing information.
- Peter Kaizer highlights the importance of consistency and quality control in the report.
- Howard discusses the consolidation of comments and the division of footnotes into Appendix A and B.

Review and Approval of the Report

- Peter Kaizer mentions that some footnotes for Appendix B are still pending.
- Stephen Welch suggests focusing on minor edits and footnotes before the final submission.
- Stephen Welch requests that any significant changes be reviewed by the group and notified in advance.
- The group discusses the importance of accuracy and consistency in the report.
- Barry Rector motions to approve the report, and the motion is seconded by Brooke Mohr. Roll Call vote: Barry aye, Brooke aye, Jill aye, Christy aye, Howard aye, Peter aye, Stephen aye. Passes unanimously.

Future Plans and Next Steps

- Stephen Welch outlines the next steps, including ratifying the vote in the next meeting.
- The group discusses the possibility of attending the presentation to the Select Board and Finance Committee.
- Stephen Welch mentions upcoming tasks such as fleshing out additional RORI criteria and reviewing the database.
- The group plans to avoid scheduling meetings around school breaks to ensure timely completion.
- Motion to adjourn the meeting is made by Brooke Mohr. Roll Call vote: Brooke aye, Barry aye, Howard aye, Christy aye, Jill aye, Peter aye, Stephen aye. Passes unanimously.

Town of Nantucket
Capital Program Committee
February 11, 2025

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

The Capital Program Committee discussed the use of new software for recording minutes and the need for a shared screen to review the RORI system. They reviewed the criteria and relevance of decision-making factors, suggesting potential changes to improve clarity and relevance. The committee emphasized the importance of understanding the process and definitions of terms. They also discussed the challenges of managing ongoing requests and the need for clear communication with department heads. A subcommittee was proposed to refine the criteria and values, with a meeting scheduled for February 18 to start the review process.

Action Items

- [ ] Susan Carmel to coordinate with Plumb to implement any agreed upon changes to the capital program software in a timely manner.
- [ ] Review the criteria and scoring system, and provide any suggested changes or areas for improvement to Sue by the end of this week.
- [ ] Schedule a meeting for the committee to discuss potential changes to the criteria and scoring system in more detail.

Meeting Introduction and Software Issues

- Jill Vieth calls the meeting to order at 10:09am. Roll call of the members present: Howard Matz, Caroline Baltzer, John Kitchener, Dawn Hill Holdgate, Christy Kickham and Jill Vieth. Jill Vieth announces that the meeting is being audio and video recorded.
- Jill Vieth asks for approval of the agenda, which is moved by John Kitchener and seconded by Christy Kickham.
- Roll Call vote: John aye, Peter aye, Dawn aye, Christy aye, Howard aye, Caroline aye, Jill aye. Passes unanimously.

Public Comment and Minutes Approval

- Jill Vieth opens public comment but closes it without any public comments.

- Jill Vieth mentions a FOIA request for minutes and calls for approval of all minutes as listed on the agenda.
- Jill Vieth and Christy Kickham discuss the possibility of approving the minutes at the end of the meeting.

Planning for the Year and Software Adjustments

- Jill Vieth suggests regrouping to discuss what went well and what didn't, and to plan for software changes if needed.
- John Kitchener requests a shared screen to show the RORI system for better understanding.
- John Kitchener suggests reviewing the criteria and groups in the RORI system to ensure they are still relevant.
- Jill Vieth and Peter Kaizer discuss the historical context of the criteria and their relevance to current decision-making.

Challenges with Criteria and Data Entry

- John Kitchener highlights the need to review the mathematical formulas and data entry process in the RORI system.
- Christy Kickham suggests coding requests to indicate whether they are new or ongoing to better manage the workload.
- Jill Vieth and John Kitchener discuss the importance of considering the manpower and feasibility of projects.
- Brian Turbitt explains the process for rescinding unused borrowing authorizations and the limitations of transferring funds.

Discussion on Project Prioritization and Criteria

- Jill Vieth and John Kitchener discuss the importance of departments requesting only the necessary funds and not excess borrowing authority.
- Brian Turbitt explains the limitations of transferring funds between projects, especially with debt exclusions.
- Jill Vieth and John Kitchener discuss the importance of departments providing realistic cost estimates and not requesting excess funds.
- Christy Kickham suggests revisiting some of the criteria to ensure they are clear and relevant for decision-making.

Proposed Changes and Next Steps

- Jill Vieth suggests forming a subcommittee to review and refine the criteria and values in the RORI system.
- Christy Kickham and Jill Vieth discuss the importance of understanding the criteria and their impact on decision-making.
- Brian Turbitt emphasizes the need to coordinate changes with Plumb to ensure they are implemented in a timely manner.

- The committee agrees to meet next week to discuss and refine the criteria and values, with a focus on smaller, manageable changes.
- Motion to adjourn the meeting is made by Caroline Baltzer, seconded by Howard Matz.
- Roll Call vote: Caroline aye, Howard aye, Christy aye, Dawn aye, Jill aye. Passes unanimously.

Town of Nantucket
Capital Program Committee
February 18, 2025

Attending Members:	Jill Vieth, Chair, Christy Kickham, Howard Matz, Dawn Hill-Holdgate, John Kitchener, Caroline Baltzer
Staff:	Brian Turbitt, Finance Director, Drew Patnode, DPW Director
Absent	Peter Kaizer

The Capital Program Committee discussed various renovation projects for municipal restrooms. They approved minutes from previous meetings and reviewed the budget for the Tom Nevers bike path construction. Drew Patnode presented options for renovating the visitor center's restrooms, including minor updates, gender-neutral options, and expanding the building. Craig Piper and Sarah Derecktor from SMRT detailed the pros and cons of each option, emphasizing the need for ADA compliance and year-round accessibility. The committee also considered renovations for the ‘Sconset and Marine Center restrooms and the recycling center break rooms. The discussion highlighted the importance of balancing immediate repairs with long-term investments. The Capital Program Committee discussed the need for a new town office building to consolidate services and improve efficiency. The previous plan for a larger building at 2 Fairgrounds was rejected, leading to a return to the drawing board. The committee also debated the use of durable materials versus aesthetics for public facilities, particularly at the Marine center and visitor services.

Action Items

- Provide feedback on the preferred option for renovating the Visitor Center restrooms.
- Determine the appropriate scope of work for the Marine Building repairs, considering the long-term plans for that facility.
- Schedule a follow-up meeting in March to further discuss the Visitor Center and Marine Building projects.

Meeting Introduction and Approval of Minutes

- Jill Vieth calls the meeting to order. Roll call of the members present: Howard Matz, Caroline Baltzer, John Kitchener, Dawn Hill-Holdgate, Christy Kickham and Jill Vieth. Jill Vieth announces that the meeting is being audio and video recorded.
- Jill Vieth asks for approval of the agenda, which is moved by Christy Kickham and seconded by Howard Matz.
- Roll Call vote: Christy aye, John aye, Howard aye, Dawn aye, Caroline aye, Jill aye. Passes unanimously.
- Motion to approve Minutes from 9/12/2024 made by Dawn, seconded by Christy.

- Roll Call vote: Dawn aye, Howard aye, Christy aye, John aye, Jill aye. Passes unanimously.
- Motion to approve Minutes from 9/19/2024 made by Christy, seconded by Dawn.
- Roll Call vote: Christy aye, Dawn aye, Howard aye, John aye, Jill aye. Passes unanimously.
- Motion to approve Minutes from 9/26/2024 made by Dawn, seconded by Howard.
- Roll Call vote: Dawn aye, Howard aye, John aye, Jill aye. Passes unanimously.
- Motion to approve Minutes from 10/24/2024 made by Christy, seconded by Dawn.
- Roll Call vote: Christy aye, Dawn aye, Howard aye, John aye, Jill aye. Passes unanimously.

Discussion on Bike Path Funding

- Drew Patnode explains that Mike Burns presented at FinCom about the increase in bid prices for the bike path construction.
- Drew mentions that they met with Mike Burns to discuss the funding and feel comfortable with the original number.
- Jill Vieth asks Drew to discuss the visitor center bathrooms, and Drew shares his screen to present the project.

Municipal Bathroom Renovations

- Drew Patnode presents a table showing completed projects and future plans, including the municipal restroom renovations.
- Drew highlights the need for restroom renovations at the Visitor Center, the MRF, ‘Sconset, and Harbormaster building.
- Craig Piper and Sarah Derecktor, from SMRT, join the presentation to discuss the different options for renovating the bathrooms.
- Craig Piper outlines the four priority projects: Visitor Center, ‘Sconset, Marine Building, and Recycling Center.

Options for Visitor Center Bathroom Renovations

- Craig Piper presents three options for renovating the visitor center bathrooms, including a minor touch, expanding the building, and renovating the adjacent building.
- Sarah Derecktor details the layout options, including fixture counts and ADA accessibility.
- The committee discusses the pros and cons of each option, including cost, safety concerns, and the impact on downtown.
- Jill Vieth and Christy Kickham discuss the concerns about the visibility and safety.

Discussion on Marine Building Renovations

- Drew Patnode explains the structural issues with the marine building flooring and the need for immediate repairs.
- Craig Piper discusses the challenges of renovating the building due to its location in the floodplain.
- The committee discusses the importance of addressing the structural issues to prevent public safety risks.
- Drew Patnode mentions that the Harbormaster and Police Chief emphasized the need for immediate repairs.

Options for 'Sconset Bathroom Renovations

- Sarah Derecktor presents the options for renovating the 'Sconset bathrooms, including updating the fixtures and making the facility year-round.
- Craig Piper and Sarah Derecktor discuss the challenges of maintaining the facility year-round, including heating and ventilation.
- The committee considers the cost and impact of the different options, including adding a family room and increasing the fixture count.

Discussion on Recycling Center Bathroom Renovations

- Craig Piper presents the options for renovating at the MRF, including updating the fixtures and providing a sink for workers.
- The committee discusses the importance of ADA compliance and the need for better ventilation.
- Drew Patnode explains that the project is part of a larger bundle of similar scope projects for economies of scale.
- The committee considers the cost and impact of the different options, including adding a new shower and updating the privacy areas.

Final Recommendations and Next Steps

- The committee discusses the pros and cons of the different options for the visitor center bathroom renovations.
- Jill Vieth and Dawn Hill-Holdgate express a preference for either a minimal face lift or a comprehensive renovation of the visitor center.
- The committee considers the long-term impact of the different options and the need for a strategic investment.
- Drew Patnode asks for feedback on the best approach to move forward, considering the cost and timeline for construction.

Master Planning for Town Offices

- Dawn Hill-Holdgate discusses the history of master planning for town offices, mentioning a previous plan to build a larger building at two Fairgrounds.

- The plan was rejected, leading to a return to the drawing board.
- The town is in dire need of office space and public functions require better accommodation.

Efficiency and Visual Appeal

- Caroline Baltzer expresses a preference for a more welcoming, cottage-like appearance for visitor services.
- Jill Vieth highlights the uncertainty of town meeting outcomes and their impact on future requests.
- Christy Kickham and Howard Matz discuss the cost implications of different approaches, emphasizing the need for proper planning.
- Dawn Hill-Holdgate stresses the importance of being ahead of maintenance needs to avoid costly repairs.

Cost and Planning Considerations

- Christy Kickham and Howard Matz debate the cost-effectiveness of different approaches, with Howard suggesting a balance between cost and aesthetics.
- Jill Vieth and Christy Kickham discuss the challenges of voting on expensive projects and the need for cost-conscious planning.
- Howard Matz and Christy Kickham debate the proportions of cost for aesthetics versus proper construction.
- Dawn Hill-Holdgate and Christy Kickham agree on the need for long-term planning.

Visitor Services and Marine Building

- Howard Matz and Christy Kickham discuss the need for immediate repairs at the Marine building and the uncertainty of future plans.
- Christy Kickham raises the question of using durable materials for public bathrooms versus aesthetically pleasing options.
- Jill Vieth and Dawn Hill-Holdgate discuss the concept of a long-term band-aid solution for visitor services.
- Craig Piper suggests considering long-lasting materials for the Marine center and more aesthetically pleasing options for the visitor center.
- Drew Patnode emphasizes the importance of durability and maintenance for facilities like the Marine center.

Marine Building Repairs and Future Plans

- Drew Patnode and Craig Piper discuss the need for immediate repairs at the Marine building, including floor repairs.
- Dawn Hill-Holdgate and Brian Turbitt discuss the challenges of permitting and code compliance for future projects.

- Christy Kickham raises concerns about the coastal resiliency plan and its impact on future building projects.
- Craig Piper and Brian Turbitt discuss the limitations of current funding and the need for additional appropriations.

Next Steps and Meeting Scheduling

- The group agrees to meet on Tuesday, March 25th, to discuss ongoing projects and future plans.
- The meeting concludes with a motion to adjourn made by Chirsty, seconded by Dawn. Roll Call vote: Christy aye, Howard aye, Dawn aye, Caroline aye, Jill aye. Passes unanimously.

Town of Nantucket
Capital Program Committee
March 25, 2025

Attending Members:	Jill Vieth, Chair, Christy Kickham, Howard Matz, Dawn-Hill Holdgate, John Kitchener, Caroline Baltzer
Staff:	Brian Turbitt, Finance Director, Susan Carmel, Assistant Finance Director, Rick Sears, Assistant Town Manager, Drew Patnode, DPW Director, Mark Willett, Water Department Director, Tracy MacDonald, Real Estate Specialist
Absent	Peter Kaizer

The Capital Program Committee discussed approving 20 sets of minutes and the agenda. Drew Patnode presented the Surfside area roads reconstruction project, detailing a $23.5 million budget, a $13 million prior supplemental funding request, and a $26.2 million total project budget. The project includes drainage improvements, earthwork, and paving. Mark Willett updated on the $4 million water treatment system for PFAS contamination. Rick Sears proposed purchasing a $1.9 million house for town employee housing, highlighting the need for secure, long-term housing solutions. Concerns were raised about the town's housing strategy and the potential impact on employee morale.

Action Items

- Schedule another meeting to further discuss the town's overall housing strategy and policy.
- Provide updates and photos on the progress of the PFAs treatment system project.

Approval of Minutes and Agenda

- Jill Vieth initiates the meeting by asking for approval of the minutes and agenda.
- John Kitchener moves to approve the agenda, and Caroline Baltzer seconds it.
- Roll call vote: John aye, Caroline aye, Howard aye, Jill aye. Passes unanimously.
- Jill Vieth discusses the possibility of approving the minutes with only three members present.
- Susan Carmel mentions that John Giorgio addressed this issue at the Finance Committee meeting.
- Christy Kickham and Jill Vieth agree to approve the minutes, and Christy Kickham moves to approve all 20 dates. Motion seconded by Howard Matz.
- Roll call vote: Christy aye, Howard aye, John aye, Caroline aye, Jill aye. Passes unanimously.

Surfside Area Roads Reconstruction

- Jill Vieth introduces the topic of Surfside area roads reconstruction and supplemental funding.
- Drew Patnode shares his screen to present the project details.
- Drew explains the project's history, including the $13 million supplemental funding request at the 2022 annual town meeting.
- The project is out to bid, with bids to be opened on April 23.
- Drew outlines the project costs, including construction estimates, utility relocations, and contingency funds.

Funding Sources and Project Budget

- Drew details the available funding sources, including previously appropriated capital items and Chapter 90 funds.
- The total project budget is estimated at $26.2 million, with $2.4 million available for other projects.
- Drew emphasizes the importance of utilizing existing funds to avoid asking for more money from taxpayers.
- Jill Vieth and Christy Kickham discuss the importance of accurate project estimates and the potential impact of bid prices.
- John Kitchener raises concerns about signage consistency and coordination with BPAC (Bicycle & Pedestrian Advisory Committee).

Signage and Project Execution

- Drew Patnode explains the balance between regulatory signage requirements and maintaining a rural aesthetic.
- Jill Vieth and Christy Kickham discuss the need for attractive and appropriate signage.
- Drew mentions ongoing weekly meetings with BPAC to address signage and other traffic calming measures.
- Christy Kickham asks Brian E. Turbitt about the determination of funding amounts from various sources.
- Brian explains the process of transferring funds and the importance of leaving a balance for ongoing projects.

Water Supply Well Treatment System

- Mark Willett provides an update on the water supply well treatment system.
- The well was contaminated with PFAs, requiring treatment before it can be used.
- The treatment system will be built and managed by the town, with training provided by the manufacturer.
- The project is on track to be operational by mid-May, with a total cost of $4 million.
- Jill Vieth and other members discuss the importance of understanding the system and the potential for future PFAs treatment needs.

Purchase of 9 Goldfinch Property

- Rick Sears introduces the proposal to purchase the 9 Goldfinch property for town employee housing.
- The property is priced at $1.9 million, with approval contingent on town meeting vote.
- Jill Vieth expresses concerns about the high cost and the need for a clear housing plan.
- Rick explains the importance of providing secure housing for department heads and the challenges of leasing private properties.
- Christy Kickham and other members discuss the need for a comprehensive housing strategy and the potential impact on town employees.

Discussion on Housing Strategy

- Jill Vieth emphasizes the need for a cohesive housing plan to avoid creating resentment among town employees.
- Rick Sears and Tracy MacDonald discuss the challenges of finding suitable housing options within the town's budget and timeline.
- John Kitchener and Howard Matz highlight the importance of attracting and retaining quality employees through adequate housing.
- Christy Kickham asks about the availability of local hires and the town's hiring practices.
- The meeting concludes with a discussion on the need for a more structured approach to town employee housing.

- Motion to adjourn the meeting is made by Caroline Baltzer and seconded by Dawn Hill-Holdgate.
- Roll call vote: Caroline aye, Howard aye, Dawn aye, John aye, Jill aye. Passes unanimously.