



Contract Review Committee Meeting

Town of Nantucket

131 Pleasant Street

Nantucket, MA, 02554

www.nantucket-ma.gov

Contract Review Committee: Veronica Bolcik (Chair), Joanna Roche (Vice Chair & FinCom Rep), Dorothy Hertz (At-Large), Linda Williams (At-Large), John W. Belash (At-Large), Sue Mynttinen (CHS Rep), Bert Johnson (NP&EDC Rep)

Staff: Jerico Mele, (Human Services Director), Alexandria Richards (Office Manager)

~MINUTES~

Friday, September 27, 2024

131 Pleasant St, Trailer

This meeting was held in person with remote participation using ZOOM and YouTube.

Attendance: Veronica Bolcik, Sue Mynttinen, John W. Belash, Joanna Roche

Staff: Jerico Mele, Alexandria Richards

CHS Members: Suzanne Keating, Tara Resterri

- I. Establish Quorum
Quorum was established at 9:07 am
- II. Approval of Agenda
Sue motioned to approve the agenda seconded by John and accepted by all members in attendance.
- III. Public Comment
No Comment
- IV. Approval of Minutes
No minutes were approved.
- V. Final Review of RFP for FY26 with changes and additions of September 19, 2024, meeting

Committee suggested putting actual numbers “FY 24 VS FY**” and update application yearly versus using an unchanging template year to year under “organizational data” section of the RFP

Changed the wording to make the questions more explicit.

Committee requested a banner on the Town website as well as social media. Veronica would like the wording to emphasize that new programs are encouraged for programs of all ages.

Jerico asked what the committee would like to do with the substance misuse funds. It was agreed that they would maintain the 175,000 split and limit applications and review the application separately from Human Services grants.

VI. Discussion for Rubric for FY26
Joanna exits meeting at (48:45)

Committee members went through to edit wording, delete questions and finalize the official Rubric to reflect the criteria that are important to fairly access the wide variety of applications received.

VII. Finalize schedule for Bidders Information Session, RFP release, and evaluation period meetings
Committee confirmed the following dates:
RFP Release: October 1st, 2024
RFP Collection: November 4th, 2024
Bidders Session: October 18th at 9:00 am

VIII. Other Business
Not discussed

IX. Adjournment
Meeting will be closed on October 7th at the joint meeting if quorum is established