NP&EDC

NANTUCKET PLANNING AND ECONOMIC DEVELOPMENT COMMISSION

NP & EDC – OCTOBER 28, 2024 @ 5:00PM APPROVED MINUTES

Hybrid - Meeting Trailer, Room A, 131 Pleasant Street and Remote Participation via Zoom Webinar

Commissioners: Chair Barry Rector, Vice-Chair Nat Lowell, Brook Mohr, Bert Johnson *(remote participation)*, Abby De Molina *(remote participation)*, Joseph Topham *(remote participation)*, Dave Iverson, John Kitchener, Wendy Hudson, Kristina Jelleme, and Michael Misurelli

Staff: Leslie Snell, Director of Planning, Megan Trudel, Senior Planner, Michael Burns, Transportation Program Manager *(remote participation)*, and Catherine Ancero, Administrative Specialist

I. Call to Order:

Chair Rector called the meeting to order at 5:02pm. Chair Rector welcomed two new members Mike Misurelli from ConCom and Brook Mohr from Select Board.

II. Approval of Agenda:

Motion/Vote: Mr. Kitchener made a motion to approve the agenda and the motion was duly seconded by Mr. Iverson and the motion was carried unanimously.

Vote taken by Roll Call:

John Kitchener - *Aye*
Dave Iverson - *Aye*
Vice-Chair Nat Lowell - *Aye*
Wendy Hudson – *Aye*
Brook Mohr - *Aye*
Kristina Jelleme - *Aye*
Bert Johnson - *Aye (remote participation)*
Abby De Molina – *(remote participation) having technical difficulties*
Joseph Topham - *Aye (remote participation)*
Barry Rector - *Aye*

III. Establishment of Quorum:

In Attendance:

Vote taken by Roll Call:

John Kitchener - *Aye*
Dave Iverson - *Aye*
Michael Misurelli - *Aye*
Vice-Chair Nat Lowell - *Aye*
Wendy Hudson – *Aye*

Brook Mohr - *Aye*
Kristina Jelleme - *Aye*
Joseph Topham - *Aye (remote participation)*
Bert Johnson - *Aye (remote participation)*
Abby De Molina – *(remote participation) having technical difficulties*
Barry Rector - *Aye*

Staff:
Mike Burns, Transportation Planner – *Aye (remote participation)*
Megan Trudel, Senior Planner – *Aye*
Leslie Snell, Director of Planning – *Aye*
Miranda Briseno, MASSDOT liaison for Transportation Planning – *Aye*
Chris Klem, MASSDOT activities team for Transportation Planning - *Aye*

II. Public Comment for items not included on the agenda:
None

III. Minutes

- **September 23, 2024**

Documentation: File with associated plans, photos and required documentation

Motion/Vote: Vice-Chair Lowell made a motion to approve the set of minutes as drafted and the motion was duly seconded by Mr. Kitchener and the motion was carried unanimously.

Vote taken by Roll Call:
Vice-Chair Nat Lowell - *Aye*
Michael Misurelli - *Aye*
Dave Iverson - *Aye*
John Kitchener - *Aye*
Wendy Hudson – *Aye*
Brook Mohr - *Aye*
Kristina Jelleme - *Aye*
Joseph Topham - *Aye (remote participation)*
Bert Johnson - *Aye (remote participation)*
Abby De Molina – *Aye (remote participation)*
Barry Rector - *Aye*

VI. Appointments

A. Seasonal Communities Advisory Council

A new body formed under recent legislation to address housing issues regarding seasonal communities like Nantucket. The council will advise the State on policies and programs to support seasonal communities. It will develop tools for affordable housing, including public employee housing, allowing smaller housing units and adopting housing friendly bylaws. The Council requires each regional Planning agency to appoint one representative to the newly established Seasonal Communities Advisory Council. The appointee will act as a liaison to the State and influence regulations and guidelines. Mrs. Trudel who is active in affordable housing discussions expressed interest in representing the agency. Also, Tucker Holland was suggested due to his experience and established relationships at local and state levels including his role in advocacy for the state and local housing. The appointed representative will contribute to state-level discussions rather than forming a local committee. Local stakeholders like zoning experts and housing advocates could provide input to the appointed representative. The representative will contribute to shaping detailed frameworks and policies. Mr. Holland expressed confidence in Mrs. Trudel's ability to represent Nantucket effectively.

Documentation: File with associated plans, photos and required documentation

Motion/Vote: Ms. Mohr made a motion to appoint Megan Trudel as the representative. The motion was duly seconded by Vice-Chair Lowell and the motion was carried unanimously.

<u>Vote taken by Roll Call:</u>
John Kitchener - *Aye*
Dave Iverson - *Aye*
Michael Misurelli - *Aye*
Vice-Chair Nat Lowell - *Aye*
Wendy Hudson – *Aye*
Brook Mohr - *Aye*
Kristina Jelleme - *Aye*
Joseph Topham - *Aye (remote participation)*
Abby De Molina – *Aye (remote participation)*
Bert Johnson - *Aye (remote participation)*
Barry Rector - *Aye*

B. Contract Review Committee of Human Services
Documentation: File with associated plans, photos and required documentation
Discussion: No one volunteered for this committee and the decision was postponed until the next meeting.

C. Harbor Plan Update Committee
Documentation: File with associated plans, photos and required documentation
Discussion: Mike Misell volunteered and was unanimously appointed to this role. It was noted that his work on this committee would align well with his responsibilities on the Conservation Commission.

Motion/Vote: Vice-Chair Lowell made a motion to appoint Michael Misurelli for the Harbor Plan Committee as the representative. The motion was duly seconded by Mr. Iverson and the motion was carried unanimously.

<u>Vote taken by Roll Call:</u>
John Kitchener - *Aye*
Dave Iverson - *Aye*
Michael Misurelli - *Aye*
Vice-Chair Nat Lowell - *Aye*
Wendy Hudson – *Aye*
Brook Mohr - *Aye*
Kristina Jelleme - *Aye*
Bert Johnson - *Aye (remote participation)*
Joseph Topham - *Aye (remote participation)*
Abby De Molina – *Aye (remote participation)*
Barry Rector - *Aye*

VII. <u>Transportation Action/Discussion Items:</u>
A. MassDOT presentation of federal performance measures for asset condition and reliability (PM2 and PM3)

Documentation: File with associated plans, photos and required documentation
Discussion: Mr. Burns did a presentation on federal performance measures (PM2 and PM3) related to road and bridge conditions, reliability and emissions. Annabel Shein presented PM2, road and bridge conditions, metrics focus on the condition of interstate and non-interstate pavement and bridges. Current results lag targets due to rising construction costs. Improvements are expected with increased funding in future years. Chris Klem presented PM3, system performance and reliability, measures include travel time reliability for interstates, non-interstate roads, and trucks, reliability targets for 2023 were met, with confidence in achieving 2024 targets. MassDOT staff explained the methodology behind these metrics.

B. Authorize request to MassDOT to reclassify various roadways from local to rural collector and add various roadways to the National Highway System
Documentation: File with associated plans, photos and required documentation
Discussion: The discussion focused on transportation data and the idea of adding Nantucket's roads to the National Highway System to improve funding, planning and traffic management. Reclassification of various roadway from local to collector. Mr. Burns requested to authorize staff to coordinate with MassDOT to add the Town's Truck Route and portions of Milestone Road between Milestone Rotary and Bunker Road to the NHS. Also authorize staff to coordinate with MassDOT to reclassify various roadway presented by staff from local to collector. The deadline is for November 15th. Final approval will come from federal authorities, with local community input. Some of the Commissioners raised concerns about the seasonality of traffic in Nantucket. Data collected during off-peak months might not accurately reflect road usage, might impact approval. It was clarified that the changes are funding-focused and do not impose federal mandates on road aesthetics or operations without local agreement. The Commissioners decided to vote than delay to the November 18th.

Moton/Vote: Ms. Mohr made a motion to authorize staff to coordinate with MassDOT on NHS additions, including Bunker Road and Milestone Road and reclassify certain roads from local to collector. The motion was duly seconded by Mr. Misurelli, and the motion was carried unanimously.

Vote taken by Roll Call:
John Kitchener - *Aye*
Dave Iverson - *Aye*
Michael Misurelli - *Aye*
Vice-Chair Nat Lowell - *Aye*
Wendy Hudson – *Aye*
Brook Mohr - *Aye*
Kristina Jelleme - *Aye*
Bert Johnson - *Aye (remote participation)*
Abby De Molina – *(remote participation) having technical issues at time of vote*
Joseph Topham - *Aye (remote participation)*
Barry Rector - *Aye*

VIII. Other Action/Discussion Items:
A. Discussion of Director of Planning Annual Review Process and Personnel Action Form "PAF" Processing
Documentation: File with associated plans, photos and required documentation
Discussion: Mrs. Snell's contract specifies an annual performance review, which may result in a salary adjustment. The review and personnel action form were deferred until November for clarification. A past decision to halt regular reviews created inconsistencies. Town Administration does not currently have a standardized process for reviews of senior non-union management positions. The review methods are that the Commissioners individually complete evaluations with results tabulated for discussion. The Planning Board and Planning Commission chairs conduct the review based on their close working relationship with Mrs.

Snell. The Commissioners provide informal feedback directly to Mrs. Snell or the Chair as needed. Some of the members expressed the need for all commissioners to participate, citing fairness and inclusivity. There were concerns raised that informal methods could lead to disorganized feedback and potential HR problems. Structured reviews as conducted for the previous director were favored for transparency and consistency. A past decision to halt regular reviews created inconsistencies. Town Administration does not currently have a standardized process for reviews of senior nonunion management positions. Each Commissioner completes an evaluation, and the results are discussed collectively. The chairs of the Planning Board and Planning Commission handle the review. Concerns were raised about anonymous evaluations being problematic and the importance of accountability. Some Commissioners find it hard to evaluate Mrs. Snell effectively due to a lack of understanding of her role and responsibilities. Suggestions for improvements: set clear goals and measurable objectives at the start of the year; involve the entire Commission in the evaluation process; revise questions to better align with Mrs. Snell's role and responsibilities; and setting measurable goals and tracking them throughout the year. The Commissioners proposed redesigning the evaluation process for 2025 with input form Mrs. Snell to improve relevance, fairness and effectiveness. Mrs. Snell's contract mandates an annual review, major changes to the process would need to start next year. Mrs. Snell stated that she is willing to collaborate with Abby De Molina to discuss a better process moving forward.
Motion/Vote: Ms. Mohr made a motion that the Commission empower Abby De Molina to work with Mrs. Snell to come up with a proposed structure for review to present to the Commission at the next meeting. The motion was duly seconded by Mr. Kitchener and the motion was carried unanimously.

Vote taken by Roll Call:
John Kitchener - *Aye*
Dave Iverson - *Aye*
Michael Misurelli - *Aye*
Vice-Chair Nat Lowell - *Aye*
Wendy Hudson – *Aye*
Brook Mohr - *Aye*
Kristina Jelleme - *Aye*
Bert Johnson - *Aye (remote participation)*
Joseph Topham - *Aye (remote participation)*
Abby De Molina – *(remote participation)*
Barry Rector - *Aye*

Mr. Kitchener seeking clarity as a new member on how to approach staff members like Mrs. Snell and Mrs. Trudel. Chair Rector suggests setting up individual meetings to explain the "Rules of Engagement" and consider providing a written version of the rules or organizing a group discussion for newer members.

B. Proposed Enabling Legislation Review, votes may be taken
Documentation: File with associated plans, photos and required documentation
Discussion: Reviewing and updating the draft enabling legislation, including the omission of the Land Bank representatives and making changes to the mission, vision, and funding sections. There was discussion about updating language and removing outdated parts, lie the Dr. REIP (Development of Regional Economic Impact Permit) which has been supported in recent years. There was a debate whether some complicated rules are still needed, and Chair Rector suggests removing outdated sections to make the legislation clearer and more relevant. One member expressed doubt about its relevance as it has never been fully implemented and hasn't been used for any projects. It was questioned if it serves a purpose and suggested that it might be unnecessary especially since no rules or regulations been adopted to support it. The Commissioners agreed that it should not be discarded however left "fallow" until there's a reason to use it. Concerns were raised about its complexity and whether it adds unnecessary bureaucracy. A proposal for a new sports complex is mentioned as an example and concerns are raided about the appropriateness of certain terminology in the draft. There was a debate about

whether the language should remain in the proposal or be removed. The Commissioners discussed the next steps for the proposal, which they are considering two options, sending the proposal directly to the state legislature for adoption or putting it before a town meeting as a citizen petition. Concerns were raised about the potential for changes at the Town meeting and the timing of the process. There was a brief discussion about public engagement with some members suggesting that the community should be involved in the process especially if the proposal goes directly to the legislature. The commissioners expressed support for proceeding with the enabling legislation and seeking assistance from the Massachusetts Regional Planning Agency (MARPA) for legislative support. Commissioners voted on whether to keep or remove the language.

John Kitchener - *Leave*
Dave Iverson - *Leave*
Michael Misurelli - *Leave*
Vice-Chair Nat Lowell - *Leave*
Wendy Hudson – *Stay*
Brook Mohr - *Leave*
Kristina Jelleme - *Stay*
Bert Johnson - *Leave (remote participation)*
Joseph Topham - *Leave (remote participation)*
Abby De Molina – *Leave (remote participation*)
Barry Rector – *Leave*

A re-vote is conducted after some confusion about the terms "leave" and "remove". The Commissioners re-voted to remove language:

John Kitchener - R*emove*
Dave Iverson - *Leave*
Michael Misurelli - *Leave*
Vice-Chair Nat Lowell - *Leave*
Wendy Hudson – *Stay*
Brook Mohr - *Remove*
Kristina Jelleme - *Stay*
Bert Johnson - *Leave (remote participation)*
Joseph Topham – R*emove (remote participation)*
Abby De Molina – R*emove (remote participation*)
Barry Rector – R*emove*

Discussion: The Commissioners discussed the next steps for moving forward with the proposed changes to the enabling legislation. The Commissioners considered whether to send it directly to the legislature or to present it as a citizen's warrant article. Ms. De Molina stressed the importance of engaging the community if the decide to bypass Town meeting making sure transparency and interaction with island groups. Mrs. Snell supports a direct approach to the legislature, stating that it could be faster and more streamlined.

Motion/Vote: A motion was made to send the amended language to the state legislators, make sure that it is reviewed by Town Counsel and public outreach and community engagement regarding the restricting of the commission.

<u>Vote taken by Roll Call:</u>
John Kitchener - *Aye*
Dave Iverson - *Aye*

Michael Misurelli - *Aye*
Vice-Chair Nat Lowell - *Aye*
Wendy Hudson – *Aye*
Brook Mohr - *Aye*
Kristina Jelleme – *Aye*
Bert Johnson - *Aye (remote participation)*
Joseph Topham - *Aye (remote participation)*
Abby De Molina – *Aye (remote participation*)
Barry Rector - *Aye*

C. Committee Reports:
Documentation: File with associated plans, photos and required documentation

- **Rural Policy Advisory Committee**
  Wendy Hundson – The Commission did not meet in October however scheduled a meeting for November 8th. Linda D. drafted an Efficiency and Regionalization Grant application with two goals: 1. Updating the Rural Policy Plan which the 2019 plan needs revision and with a new director in place. 2. Improving Communication with Rural Municipalities – there is a recognized need for better communication and the grant aims to address this gap. Mrs. Snell mentioned that she is part of a panel meeting on November 12th with the Director of Rural Affairs here at Pleasant Street and invited others to share topics or concerns they want to address during the panel.
- **Capital Program Committee**
- **Affordable Housing Trust**
- **Contract Review Committee of Human Services**
- **Bicycle and Pedestrian Advisory Committee**
- **Harbor Plan Update Committee**
- **Madaket Area Plan Workgroup**
- **Town Area Plan Workgroup**
- **Others**

IX. <u>Other Business/Announcements:</u>
Documentation: File with associated plans, photos and required documentation**.**

A. Statewide Housing Plan
Leslie Snell – Attended a listening session with Megan Trudel, and Kristy Ferrantella. Presentation on the plan is in progress with a survey link provided for input from the community.

B. Reminder, Town Area Plan comments due to staff 11/15
Chair Rector - Commission members are reminded to provide feedback on the Town Area Plan by November 15th or sooner.

C. Master Plan Update scheduled for the November 6th Select Board meeting
Scheduled for November 6 at a joint Select Board and Planning Board meeting. Staff and consultant will present with opportunities for questions and input.

D. Work on sewer and non-sewer areas by consultants Weston and Sampson continues. Updates will be shared as the project progresses.

E. Mr. Kitchener stressed the importance of planning for what comes next after legislative updates. Mr. Kitchener requested a discussion in the next meeting about specific actions.

X. Adjournment

Ms. Mohr made a motion to adjourn the meeting at 7:02 pm. The motion was duly seconded by Vice-Chair Lowell and the motion was carried unanimously.

Vote taken by Roll Call:
John Kitchener - *Aye*
Dave Iverson - *Aye*
Michael Misurelli - *Aye*
Vice-Chair Nat Lowell - *Aye*
Wendy Hudson – *Aye*
Brook Mohr - *Aye*
Kristina Jelleme – *Aye*
Joseph Topham - *Aye (remote participation)*
Bert Johnson - *Aye (remote participation)*
Barry Rector - *Aye*

Submitted By: Catherine Ancero

Documentations: File with associated plans, photos and required documentation

Link to the YouTube meeting:
https://www.youtube.com/watch?v=r8mKyrWJDWA

Link to the NP&EDC packet for 10-28-2024:
https://www.nantucket-ma.gov/AgendaCenter/ViewFile/Agenda/_10282024-14430?html=true