

Town and County of Nantucket Select Board • County Commissioners

Brooke Mohr, Chair
Thomas M. Dixon
Matt Fee
Dawn E. Hill Holdgate
Malcolm W. MacNab



16 Broad Street
Nantucket, Massachusetts 02554

Telephone (508) 228-7255
Facsimile (508) 228-7272
www.nantucket-ma.gov

C. Elizabeth Gibson
Town & County Manager

AGENDA FOR THE MEETING OF THE SELECT BOARD MARCH 5, 2025 - 5:30 PM PSF COMMUNITY ROOM, 4 FAIRGROUNDS ROAD AND REMOTE PARTICIPATION VIA ZOOM WEBINAR NANTUCKET, MASSACHUSETTS

YOU TUBE LINK FOR VIEWING ONLY:

<https://youtube.com/live/BxW4raQMYJk>

ZOOM WEBINAR REGISTRATION LINK TO VIRTUALLY ATTEND MEETING:

https://us06web.zoom.us/webinar/register/WN_MG5j3U8IRrW16DvapDbCRQ

I. CALL TO ORDER

II. SELECT BOARD ACCEPTANCE OF AGENDA

III. ANNOUNCEMENTS

1. The Select Board Meeting is Being Audio and Video Recorded.
2. Announce Applications Received for **African Meeting House Investigation Procurement Workgroup**; Appointments to be Made on Wednesday, March 19, 2025.
3. **New Public Works Facility and Nantucket Hunting Association Shooting/Archery Range Project: Informational Session**
Join the Town of Nantucket and the Nantucket Hunting Association on March 6, 2025 at 5:30 PM for an Informational Session on the Proposed New Public Works Facility and Shooting/Archery Range at 1 Shadbush Road. Learn about Project Updates, Including Roadway Improvements and Utility Extensions, and Share Your Feedback. Attend in Person at 4 Fairgrounds Road, via Zoom, or Watch Live on YouTube. More Information at www.nantucket-ma.gov/newdpw.
4. **Virtual Event: Easy Street Flood Mitigation**
The Public is Invited to a Virtual Community Open House on Tuesday, March 18, 2025 to Learn About the Easy Street Flood Mitigation Project, Explore Three Proposed Design Options to Address Increasing Flood Risks, and Provide Feedback; Sessions Will be Held Via Zoom from 9:30 - 10:30 AM and 5:30 - 6:30 PM. More Information at www.nantucket-ma.gov/easystreet.

5. Soil Test Borings for **Somerset Needs Area Sewer Extension Project** to Begin March 10 through April 11, 2025 on Somerset Lane, Somerset Road, Raceway Drive, Bartlett Road, West Miacomet Road and Bartlett Farm Road.
6. Select Board Announcements/Comments.

IV. UPDATE ON PUBLIC COMMENT QUESTIONS FROM PRIOR SELECT BOARD MEETINGS (see <https://www.nantucket-ma.gov/3564/> 2025)

V. PUBLIC COMMENT*

VI. NEW BUSINESS**

VII. APPROVAL OF MINUTES, WARRANTS AND PENDING CONTRACTS

1. Approval of Minutes of February 19, 2025 at 5:30 PM.
2. Approval of Payroll Warrants for March 2, 2025.
3. Approval of Treasury Warrants for February 26, 2025; March 5, 2025.
4. Approval of Pending Contracts for March 5, 2025 - as Set Forth on the Spreadsheet Identified as Exhibit 1, Which Exhibit is Incorporated Herein by Reference.

VIII. CONSENT ITEMS

1. Gift Acceptances: Human Services; Our Island Home; Cemetery Commission.

IX. CITIZEN/DEPARTMENTAL/COMMITTEE REQUESTS/REPORTS

1. Applicant Introduction/Review of Applications and Appointments to Cultural Council; Town of Nantucket Scholarship Committee; Zoning Board of Appeals Alternate, Pursuant to Select Board Committee Appointment Policy.
2. Harbor and Shellfish Advisory Board: Request to Extend Commercial Scallop Season to April 11, 2025.
3. KOBO Utility Construction Corp.: Request for Waivers of Town Noise Bylaw for National Grid's L1 Feeder Underground Conduit Upgrade Project, Starting March 6, 2025 through Completion:
 - From 6:00 AM to 7:00 AM (7:30 AM after June 15th at 16 Broad Street; North Union Street/India Street; Coleman Court (aka Independence Lane)/India Street; Still Dock; Candle Street Substation.
 - From 8:00 PM to 6:00 AM for Easy Street.
4. Robert B. Our Co., Inc.: Request for Waiver of Town Noise Bylaw for Sea Street Third Sewer Force Main Project from 10:00 PM to 6:00 AM, March 6, 2025 through March 14, 2025 at Wastewater Treatment Facility at 81 South Shore Road; Intersection of Old South Road and Toombs Court; South Valley Pump Station at 95 Goldfinch Drive.

X. PUBLIC HEARINGS

1. Nantucket Sewer Commission: Public Hearing to Consider Amendments to Nantucket Town Sewer District Pursuant to Section 10 of the Nantucket Sewer Act Regarding Articles 76, 77, 78, 79 and 80 of the 2025 Annual Town Meeting.

XI. TOWN MANAGER'S REPORT

1. Monthly Departmental Report: Health and Human Services.
2. Monthly Departmental Report: Town Administration (Tabled from February 19, 2025).

XII. SELECT BOARD REPORTS/COMMENT

1. Presentation of Compiled Town Manager Performance Evaluation.
2. Committee Reports.

XIII. ADJOURNMENT

****Public Comment: please see attached Public Comment Policy which can also be found at <https://www.nantucket-ma.gov/DocumentCenter/View/51055/Public-Comment-Policy---Adopted-by-the-Select-Board-on-February-12-2025-PDF>.***

*****New Business: Topics not reasonably anticipated by the Chair 48 hours in advance of the meeting may be brought up for discussion in accordance with the Open Meeting Law.***



Town of Nantucket
Public Comment Policy
Adopted by Select Board
February 12, 2025

A. Purpose:

This Policy is adopted to facilitate orderly and efficient public comment periods at meetings of Town public bodies. It will protect the ability of the residents of Nantucket, and other persons, to provide feedback or information to pertinent public bodies regarding matters of public interest, Town initiatives, operations, services, and programs. To allow speakers a fair opportunity to address a public body, and to ensure the public body may accomplish its stated business in an efficient manner, these guidelines seek to ensure compliance with the Open Meeting Law and meet other legal and constitutional obligations. Meetings of public bodies in the Town of Nantucket should be places to engage in orderly and peaceable discourse.

B. Authority:

Principles of free speech and freedom to petition the government, fundamental rights protected by the United States and Massachusetts Constitutions, prohibit public bodies from preventing all speech that may be upsetting or offensive. As such, this Policy establishes reasonable time, place, and manner restrictions sufficient to facilitate orderly and peaceable public comment periods at meetings of elected and appointed public bodies of the Town.

C. Legal Standards:

Meetings of public bodies are subject to the requirements of the Open Meeting Law, G.L. c. 30A, §§ 18-25. The Open Meeting Law empowers the chair of a public body to preside at and regulate the proceedings of meetings. Pursuant to G.L. c. 30A, § 20(g), no person shall address a meeting of a public body without permission of the chair, and all persons shall, at the request of the chair, be silent. Any person wishing to speak at an open meeting must first be recognized by the chair. All questions raised and all comments made by a duly-recognized speaker must be directed to the chair of the public body alone, not to individual members of the public body, staff, or the public. The chair is authorized to maintain order, and, although a rare occurrence, has authority, after appropriate

warnings are ignored, to take action up to and including removal of a person who is disrupting a meeting.

D. Application:

To secure the rights of the public to participate in public comment periods in the Town of Nantucket in a manner consistent with law, and, to thereby protect the Town and members of elected and appointed bodies from civil rights claims, this policy shall apply to all public bodies in the Town of Nantucket.

E. Procedures:

1. All agendas of multiple-member bodies in the Town of Nantucket shall include a period for Public Comment, subject to the limitations set forth in paragraph 3. Where to place Public Comment on the agenda is at the discretion of the chair. If public comment is invited during a separate agenda item, this Policy shall govern.
2. While statements made during a Public Comment period are not required to address an agenda item for that particular meeting, such comments must relate to a matter within the public body's jurisdiction. Public comments on matters outside the public body's jurisdiction may be ruled out of order by the chair. To avoid due process issues, a person seeking to provide comments on a matter appearing on the same agenda will be asked to defer until the specific agenda item is reached.
3. Each speaker will be allowed to speak once for up to 3 minutes. The chair will curtail verbal comments exceeding the allotted time.
4. A recognized speaker may not cede or assign their time to another unless such an assignment is required as reasonable accommodation for such person because of a disability. All speakers who may need an accommodation are strongly encouraged to contact Town staff or the chair of the public body at least 48 hours prior to the meeting. That said, to facilitate an efficient public comment period, groups that have multiple speakers with the same viewpoint may consider consolidating their comments or designating one person to speak on their individual behalf's.

F. Disruptive Conduct/Unprotected Speech:

Disruptive conduct and engaging in other unprotected speech, including but not limited to the following, may be grounds for the chair of a public body to curtail speech and take other action as appropriate:

1. Speaking without being recognized;
2. Continuing to speak after the chair has curtailed additional verbal comment;
3. Interrupting a recognized speaker;
4. Speaking about matters not within the jurisdiction of the public body;
5. Engaging in conversations while another person is speaking;

6. Making true threats of violence directed toward a particular individual; and
7. Making comments inciting imminent lawlessness.

G. Public Body Response:

1. A public comment period is a listening session, and the public body is there to listen. The public body, in fact, should not respond to matters raised at the meeting unless it is
2. Matters raised during public comment periods are not required to, and are unlikely to, be addressed or resolved by the public body at the same meeting. Individual members of the appropriately deferred to a noticed-agenda item due to Open Meeting Law considerations.
3. At the sole discretion of the chair of the public body, matters raised during public comment may or may not appear on a future agenda or be referred to the Town Administrator for appropriate action, if any.
4. A public body cannot demand that persons attending meetings or participating in public comment be civil to one another. Nevertheless, the Town, or the members of the public, and those that appear before them are encouraged to make any/or all residents of the Town feel welcome, including listening to them speak, and acknowledging that speakers may have a different viewpoints.

Disclaimer: A Public Comment period is not a time for debate or response to comments by the public body. Comments made during the Public Comment period do not reflect the views or the positions of the public body. Because of constitutional free speech principles, the public body does not have the authority to prevent all speech that may be upsetting and/or offensive during the public portion of the meeting.

H. Enforcement:

Concerns about Public Comment Periods may be brought to the attention of the Town Manager, who will discuss the concerns with the chair of the public body, and take appropriate action. Failure to comply with this Policy may be deemed a violation of the Town's Code of Conduct, and grounds for the removal of an appointed official.

African Meeting House Investigation Procurement Workgroup
2 Seats Available, 4 Applicants

Committee Makeup:

- 1 representative from the Citizens Warrant Article group (Clifford Williams)
- 1 representative named by the Museum of African American History (Dr. Nicolle Trent or designee)
- 1 Select Board member (Dr. Malcolm MacNab)
- 2 citizen appointees

Applicants:

Abby De Molina
Brook Gibbs
Anthony “Rocky” Fox
Luke Thornewill



TOWN OF NANTUCKET
COMMITTEE INTEREST FORM/NEW APPLICANT
For Appointment by the Select Board



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

Name: ABBY DE MOLINA

Home Phone: 617-314-2305

Mailing Address: PO BOX 3274, NANTUCKET

Alternate Phone: _____

Email Address: abby.demolina@gmail.com Date Submitted: 2/14/2025

REQUESTING APPOINTMENT TO: African Meeting House workgroup

Reasons for Committee Interest

- Have you ever attended a meeting of the committee/board/commission? N/A
- Why are you interested in this committee/board/commission? I believe in supporting &
- Are you prepared to commit to the meeting schedule of the committee/board/commission? presenting this
vital town resource. I have attended many events
at this site and believe it is important to
our community. Yes I can commit to
meeting.

Relevant Experience

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

I am extremely collaborative & data driven
and believe in creating practical solutions. I
am optimistic by working together this workgroup
can emphasize the importance of the site to all.

Potential Conflicts of Interest

- Please list any committees appointed by the Select Board, local agencies or non-profit organizations of which you or a member of your immediate family are current members.

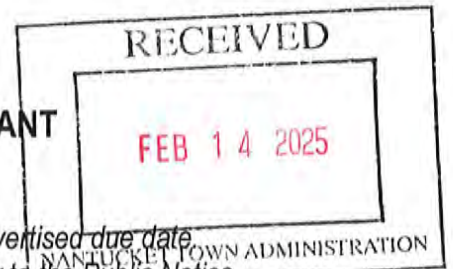
NHC & Planning Board alternate

- Are you or any member of your family employed by, or receive any financial consideration from, the Town of Nantucket?

No



TOWN OF NANTUCKET
COMMITTEE INTEREST FORM/NEW APPLICANT
For Appointment by the Select Board



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

Name: Brook Gibbs Home Phone: 508 524 4250

Mailing Address: Po Box 102 Sinsinnet MA 02564 Alternate Phone: _____

Email Address: brookgibbs@hotmail.com Date Submitted: 2-14-25

REQUESTING APPOINTMENT TO: At Large Public ^{At Large} Meeting House Committee

Reasons for Committee Interest

- Have you ever attended a meeting of the committee/board/commission? Not Yet
- Why are you interested in this committee/board/commission? Family History on island
- Are you prepared to commit to the meeting schedule of the committee/board/commission? Absolutely

Relevant Experience

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

To ensure the investigation is done to the satisfaction of the community, and is done in a way that will satisfy those affected

Dedication to Cape Verdean Community on Island

Potential Conflicts of Interest

- Please list any committees appointed by the Select Board, local agencies or non-profit organizations of which you or a member of your immediate family are current members.

None

- Are you or any member of your family employed by, or receive any financial consideration from, the Town of Nantucket?

No



TOWN OF NANTUCKET
COMMITTEE INTEREST FORM/NEW APPLICANT
For Appointment by the Select Board

RECEIVED

FEB 19 2025

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

Name: Anthony "Rocky" Fox

Home Phone: 508-360-4948

Mailing Address: 12 Bailey Rd Nantucket

Alternate Phone: N/A

Email Address: rocky1522@gmail.com

Date Submitted: 2/20/25

REQUESTING APPOINTMENT TO: African Meeting House Investigation Procurement Workgroup

Reasons for Committee Interest

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

I have not attended a meeting of the committee/board/commission.
- I'm interested because I think that we need some closure. My interests are that of an African American coming from a biracial family I don't see color. Also, being in a biracial marriage for 25+ years also brings something to the table.
- I'm ready to commit to the meeting schedule.

Relevant Experience

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

- My experience would come from the various boards, committee's that I've served on over the years. My interests go between NES, Council on Aging and a few more.
- what I'd like to accomplish is a very transparent process so that all sides are heard no matter what race, creed or color you are.

Potential Conflicts of Interest

- Please list any committees appointed by the Select Board, local agencies or non-profit organizations of which you or a member of your immediate family are current members.

I have no conflicts.

- Are you or any member of your family employed by, or receive any financial consideration from, the Town of Nantucket?

N/A



TOWN OF NANTUCKET
COMMITTEE INTEREST FORM/NEW APPLICANT

For Appointment by the Select Board

RECEIVED

FEB 27 2025

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

Name: LUKE THORNEWILL

Home Phone: 508 333 0702 (cell)

Mailing

Address: 48 DUKES ROAD

Alternate Phone: 508 228 9161 (office)

Email Address: Office@thornewilldesign.com

Date Submitted: _____

REQUESTING APPOINTMENT TO: African Meeting house procurement workgroup

Reasons for Committee Interest

- Have you ever attended a meeting of the committee/board/commission? No
- Why are you interested in this committee/board/commission? Pursuit of Justice & resolution
- Are you prepared to commit to the meeting schedule of the committee/board/commission? Yes *

* Hopefully the workgroup meetings will not conflict too often w/ high school tennis which is 3:00 - 5:30 +

Relevant Experience

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

Just a:

1. Honest, well meaning observer, listener and contributor, 62 yr old citizen. 30 year island business owner. Thornewilldesign, LLC
2. On behalf of community Justice and closure for the Hate crime.

Potential Conflicts of Interest

- Please list any committees appointed by the Select Board, local agencies or non-profit organizations of which you or a member of your immediate family are current members.

My wife Carrie Thornewill is an alternate on the HDC.

I am a High School tennis coach. - SPRING & SPORT.

- Are you or any member of your family employed by, or receive any financial consideration from, the Town of Nantucket?

* I'm paid by Highschool for Spring tennis coaching.

**Select Board
African Meeting House
Investigation Procurement Workgroup
Appointments Timeline
*As of 2/6/2025***

February 5 – Discuss the follow-up to Article 36 of 2024 Annual Town Meeting - African Meeting House “Investigation” – form workgroup to execute the procurement of a vendor.

February 6 – Advertise workgroup openings on Town’s website

February 12 and February 19 – Workgroup openings to be added to Select Board agendas as announcement

February 13 and February 20 – Advertise committee vacancies in the Inky

February 28 at 12:00 PM – Deadline for submitting applications for workgroup

March 5 and March 12– The names of applicants who have submitted applications will be read aloud and applications will be included in the Board’s packet.

March 19 – Meeting for applicants to introduce themselves and review their applications; workgroup appointments made.

New DPW Facility and NHA Shooting and Archery Range Info Session



THURSDAY, MARCH 6

5:30 PM

Community Room, 4 Fairgrounds Rd (PSF)

Remote: Zoom or live on YouTube.



WWW.NANTUCKET-MA.GOV
/NEWDPW



Easy Street Flood Mitigation Project

COMMUNITY OPEN HOUSE

Easy Street is a critical part of Nantucket's waterfront, but it faces increasing flood risks. To address this, three potential design options have been developed to improve resilience.

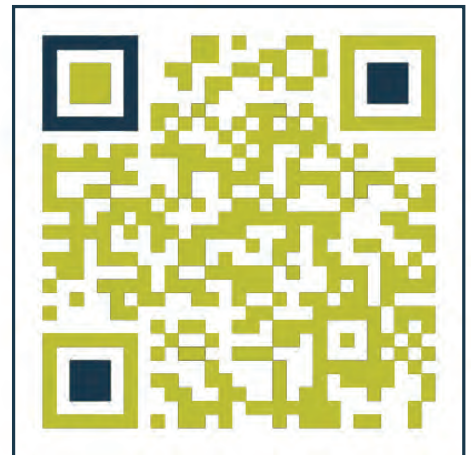
JOIN US TO LEARN MORE, ASK QUESTIONS, AND SHARE YOUR INPUT!

TUESDAY, MARCH 18

- Morning session - 9:30 AM to 10:30 AM
- Evening session - 5:30 PM to 6:30 PM

Format: INTERACTIVE VIRTUAL
Each session is identical.

¡Se contará con intérprete de español en la reunión!



[WWW.NANTUCKET-MA.GOV
/EASYSTREET](http://WWW.NANTUCKET-MA.GOV/EASYSTREET)

Public Notice - Soil Boring Work to Begin in Somerset Needs Area

In order to identify subsurface conditions in the proposed sewer extension project corridor, exploratory soil borings will begin in the Somerset Needs Area on Monday, March 10th. The soil boring program will continue for approximately three weeks in the roadways of Bartlett Road, Raceway Drive, Somerset Lane, Somerset Road, and West Miacomet Road. A map of the project area with the approximate locations of proposed borings is attached. The test boring work will include drilling approximately 6-inch diameter boreholes with a truck-mounted drill rig every 300 to 400 ft. along the roads in the proposed project area. At the completion of the soil test boring work, each boring hole will be backfilled and the ground surface will be restored. Residents may encounter short-term traffic disturbances, however all work is being coordinated with police, fire, school department, and emergency services.

Weston & Sampson is the consultant for this project, and they will have a representative on-site with the boring contractor (Northern Drill Service).

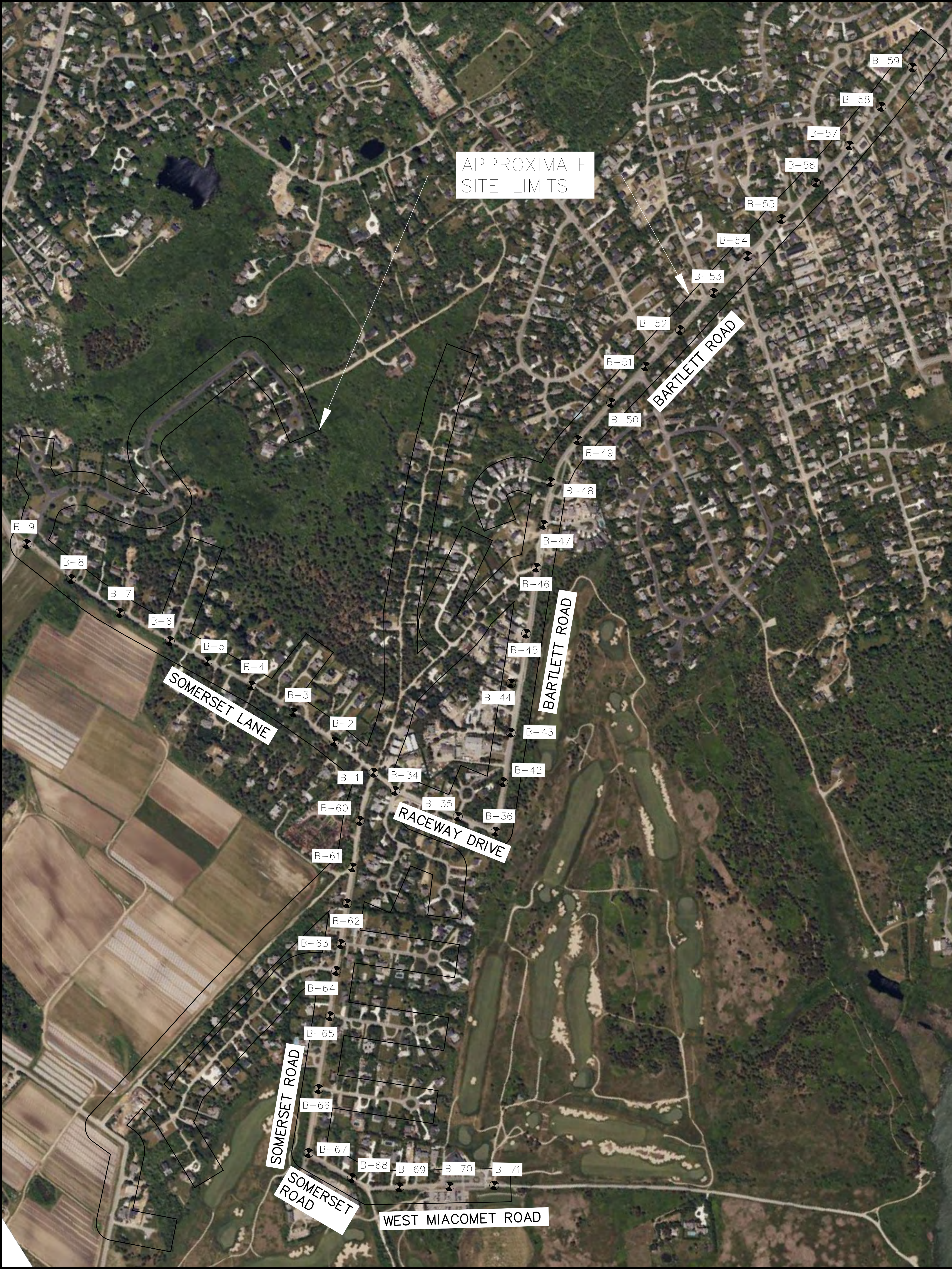
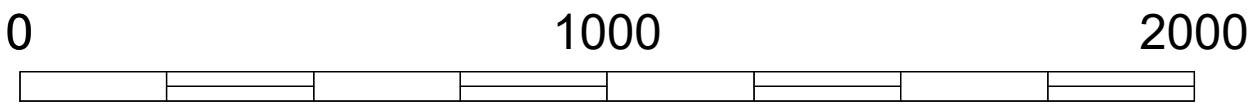


FIGURE 1
BORING PLAN | PHASE 1

**SOMERSET NEEDS AREA SEWER
EXTENSION PROJECT**

SCALE IN FEET



TOWN OF NANTUCKET, MASSACHUSETTS



EXHIBIT 1
AGREEMENTS TO BE EXECUTED BY TOWN MANAGER
UNLESS RESOLUTION OF DISAPPROVAL BY SELECT BOARD
March 5, 2025

Type of Agreement/Description	Department	With	Amount	Other Information	Source of Funding	Term
Contractual Services						
Professional Services Agreement	Select Board/Town Administration for Zoning Board of Appeals	Bristol Engineering Advisors, Inc.	Not to exceed \$8,200	Update to hydrogeologic review of Surfside Crossing 40B Project	Town Admin Professional Services	March 6, 2025 - April 1, 2025

CONSENT AGENDA ITEMS FOR 3/5/2025 SELECT BOARD MEETING

1. Gift Acceptances

Recommend the acceptance of the following gifts to Town agencies:

- Human Services:
 - o Gift of \$75 from Dorthea Swope for the Saltmarsh Senior Center
- Our Island Home:
 - o Gift of \$150 from Maureen Glowacki for the Our Island Home Gift Account
- Cemetery Commission:
 - o Gift of \$1,000 from the Estate of Alfred W. Crosby for musicians Mollie Glazer and Isaiah Williams for works composed and performed as background music for a documentary film about Nantucket's Historic Coloured Cemetery

Recommended Motion: To accept all gifts for their designated purposes, with thanks to the donors.

Town Administration will ensure that letters of thanks are sent.

MEMO



Date: February 7, 2025

TO: Brooke Mohr, Select Board Chair

CC: Jerico Mele, Director of Human Services

FROM: Laura Stewart, Saltmarsh Senior Center, Program Coordinator

RE: Request for acceptance of gift

I am writing to request acceptance of the following gift donation:

From Dorthea Swope: \$75 gift to the Saltmarsh Senior Center

Thank you,

Laura Stewart

from the desk of.....

Laura Stewart
Program Coordinator,
Senior Services
81 Washington Street
Nantucket, MA 02554
508-228-4490

phone: 508-228-4490
fax: 508-325-5366
e-mail: lstewart@nantucket-ma.gov



OUR ISLAND HOME

9 East Creek Road
Nantucket, Massachusetts 02554
(508) 228-0462
FAX (508) 228-6875

December 11, 2024

Nantucket Select Board
Nantucket, MA. 02554

Dear Chairman Mohr,

I am writing to request that the Board accept the following gift for Our Island Home:

- A check in the amount of \$150.00 from Maureen Glowaki.

All donations will go to the Our Island Home Gift Account and the funds will be used to assist in means to enrich the daily lives of our residents.

Thank you in advance for your acceptance.

Sincerely,

Michelle L. Munroe
Operations Administrator
Our Island Home

Frances Karttunen
67 Centre Street
Nantucket, MA 02554

January 8, 2025

Please accept this gift of \$1,000.00 to be used solely through the Town of Nantucket Cemetery Commission to provide honoraria of \$500.00 each to musicians Mollie Glazer and Isaiah Williams for works composed and performed as background music for a documentary film about Nantucket's Historic Coloured Cemetery.

This donation supplements a 2024 grant from the Nantucket Offshore Wind Fund for production of the documentary film.

Since this donation represents royalties paid in 2024 for works by the late Alfred W. Crosby, it is requested that credit for it be listed as from the estate of Alfred W. Crosby.

A handwritten signature in black ink that reads "Frances Karttunen". The script is fluid and cursive, with the first name "Frances" written in a larger, more prominent hand than the last name "Karttunen".

Frances Karttunen
Vice chair
Nantucket Cemetery Commission

2024-2025 Committee Vacancy Applicants – Round 4

Council for Human Services

1 Seat Available; 0 Applicants

1 Seat Term Ends 2027

Current Members:

Suzanne Keating	2025
Amanda Wright	2025
Tara Restieri	2025
Sarah Wright	2026
Claudia Valle	2026
Kelly Steffen	2026
Sue Mynttinen	2027
Veronica Bolcik	2027
VACANT	2027

Applicants:

None

Council on Aging

1 Seat Available; 0 Applicants

1 Seat Term Ends 2026

Current Members:

Robert M. Kucharavy	2025
Erin Lynch	2025
Abigail (Abby) Camp	2025
Mary Anne Easley	2026
Rocky Fox	2026
VACANT	2026
Linda Williams	2027
Lisa Sherburne	2027
Arlene O'Reilly	2027

Applicants:

None

Cultural Council

1 Seat Available; 2 Applicants

1 Seat Term Ends 2026

Current Members:

Sarah C. Ellis (Term 1)	2025
Bethany Oliver (Term 1)	2025
Barbara Tibbitts (Term 1)	2025
Michael Kopko (Term 2)	2026
VACANT	2026
Tony Wagner (Term 1)	2027
Jack Bulger (Term 1)	2027

Applicants:

Kendall Graham
Jeremy White

2024-2025 Committee Vacancy Applicants – Round 4

Town of Nantucket Scholarship Committee

1 Seat Available; 3 Applicants

1 Seat Term Ends 2027

Current Members:

Rebecca Woodley-Oliver	2025
Jeanne Miller	2025
Jana Starr Duarte	2026
Rocky Fox	2026
Jackie McGrady	2027
Anne E. Broadus	2027
VACANT	2027

Applicants:

Peter A. Morrison
Alexis M. Sturgis
Jeannie Critchley

Zoning Board of Appeals Alternate

1 Seat Available; 2 Applicants

1 Seat Term Ends 2027

Current Members:

Jim Mondani	2025
Mark W. Poor	2026
VACANT	2027

Applicants:

Peter W. Lisi
Robert A. Constable



**TOWN OF NANTUCKET
COMMITTEE INTEREST FORM/NEW APPLICANT**

For Appointment by the Select Board

RECEIVED

JAN 24 2025

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

Name: Kendall Graham

Home Phone: (774) 236-0208

Mailing Address: 50 Essex Road

Alternate Phone: —

Email Address: Kendall47graham@gmail.com

Date Submitted: 1/24/25

REQUESTING APPOINTMENT TO: Nantucket Cultural Council

Reasons for Committee Interest

- Have you ever attended a meeting of the committee/board/commission? No
- Why are you interested in this committee/board/commission?
- Are you prepared to commit to the meeting schedule of the committee/board/commission?

I would like to help support and highlight the unique and diverse work of local artistic residents who may not otherwise receive support for their creative endeavors.

I have a full-time job but I can be flexible to be able to commit to the meeting schedule of the council.

Relevant Experience

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

A perspective on younger generations of creatives/cultural-minded individuals (Millennials, Gen Z); grant-writing experience; previous involvement in cultural/creative institutions (NCMC, e.g.). I want to help provide funding/grants to projects that aim to improve the quality of island life, whether through creative arts, education, environmental awareness, etc.

Potential Conflicts of Interest

- Please list any committees appointed by the Select Board, local agencies or non-profit organizations of which you or a member of your immediate family are current members.

N/a

- Are you or any member of your family employed by, or receive any financial consideration from, the Town of Nantucket?

No



TOWN OF NANTUCKET
COMMITTEE INTEREST FORM/NEW APPLICANT
For Appointment by the Select Board

RECEIVED

FEB - 5 2025

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

Name: Jeremy White **Home Phone:** 406.241.7299

Mailing Address: 42 Nobadeer Farm Rd, Unit E, Nantucket, MA **Alternate Phone:** _____

Email Address: jwhite@farawaysoundproductions.com **Date Submitted:** February 5, 2025

REQUESTING APPOINTMENT TO: Cultural Council

Reasons for Committee Interest

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

Hello, I have not attended a Cultural Committee meeting. I have attended several meetings for HDC, Zoning Board of Appeals. I used to work in the P.L.U.S. office, so I felt it was very beneficial to my work to attend some meetings. I am interested in fostering and developing the artistic community on Nantucket. There are very talented artists, specifically musicians on this island. From the high school up to adults that perform on a regular basis, the quality of musicianship is very impressive. I also enjoy seeing the local artisans at the farmers market. I am interested in helping out the community and hopefully fostering talents of individuals who may need a little help.

I am prepared to meet the schedule of the council.

Relevant Experience

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

My experience is varied. I have worked in the hospitality field for over 25 years. Currently, my full-time work is in the information technology field for a hospitality company on island. I also own a small business called Faraway Sound Productions. I provide Audio/Visual and information technology services, typically for corporate events that are hosted on the island. Finally, I am a musician. I perform with the Community jazz band and Celtic Flow, the Celtic band based out of NCMC. I also perform a handful of solo gigs throughout the year.. I would hope to accomplish some good for the community and ensure that talented individuals who work hard are noticed. For myself, I would hope to get a better sense of community and get to know more people that are interested in the arts. I would like to broaden my horizons and meet people in other artistic fields. .

Potential Conflicts of Interest

- Please list any committees appointed by the Select Board, local agencies or non-profit organizations of which you or a member of your immediate family are current members.

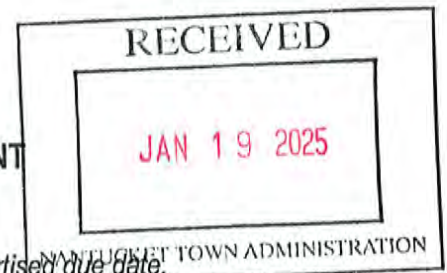
N/A

- Are you or any member of your family employed by, or receive any financial consideration from, the Town of Nantucket?

I was employed in the P.L.U.S. department. From November of 2021 until June of 2022.
My business, Faraway Sound Productions, does provide services to the town for ATM/STM.



TOWN OF NANTUCKET
COMMITTEE INTEREST FORM/NEW APPLICANT
For Appointment by the Select Board



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

Name: Peter A. Morrison **Home Phone:** (310) 266-9580

Mailing Address: 3 Eat Fire Springs Rd., Nantucket, MA 02554 **Alternate Phone:** _____

Email Address: petermorrison@me.com **Date Submitted:** Jan. 18, 2025

REQUESTING APPOINTMENT TO: Scholarship Committee

Reasons for Committee Interest

- Have you ever attended a meeting of the committee/board/commission? No
- Why are you interested in this committee/board/commission? My experience evaluating scholarship applicants
- Are you prepared to commit to the meeting schedule of the committee/board/commission? Yes

Although I have never attended a meeting of the Scholarship Committee, I have served since about 2005 on various other Town committees. Currently, I serve on the Town's Visitors Services Advisory Committee.

As a Board Member of the Nantucket Shellfish Association, I have evaluated students' applications for NSA's annual scholarship awards for about 10 years. Furthermore, I have past experience teaching college undergraduates. I believe my experience (especially evaluating Nantucket student applicants) would be an asset to the Scholarship Committee's deliberations.

Relevant Experience

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

I'd pursue a process whereby each committee member offers one's own perspectives on each applicant; then weighs the perspectives of every committee member, aimed at reaching a collective consensus.

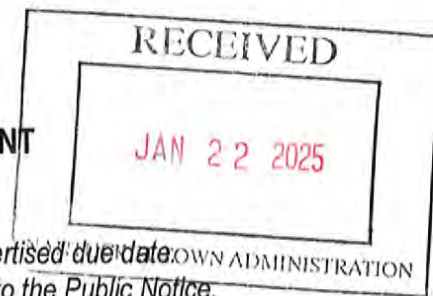
Based upon my own prior experience evaluating Nantucket student applicants, a collective consensus usually is attainable by following this procedure.

Potential Conflicts of Interest

- Please list any committees appointed by the Select Board, local agencies or non-profit organizations of which you or a member of your immediate family are current members.
I am a member of the Nantucket Shellfish Association's Board of Directors. I continue to serve on the Nantucket Civic League's Executive Board (having recently stepped down as NCL Co-President).
- Are you or any member of your family employed by, or receive any financial consideration from, the Town of Nantucket? No



TOWN OF NANTUCKET
COMMITTEE INTEREST FORM/NEW APPLICANT
For Appointment by the Select Board



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

Name: Alexis M. Sturgis - "Lexi" **Home Phone:** 774-364-5474

Mailing Address: 7 Wamasquid Place, Nantucket MA 02554 &
15 Barbara Ave, Auburn MA 01501 **Alternate Phone:** N/A

Email Address: lexi.sturgis@gmail.com **Date Submitted:** 1/22/2025

REQUESTING APPOINTMENT TO: Scholarship Committee *Reasons for Committee Interest*

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

Relevant Experience

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

Experience: Work alongside the Nantucket Sewer Department to help field-engineer and facilitate partial construction of the Sea St. Pump Station Sewer Force Main No. 3. from October 2023 - November 2024 while serving as the President of The National Association of Women in Construction, Greater Worcester Chapter 241

Skills: Communication & Problem-Solving

I hope to accomplish executing an idea into reality.

Potential Conflicts of Interest

- Please list any committees appointed by the Select Board, local agencies or non-profit organizations of which you or a member of your immediate family are current members. None.
- Are you or any member of your family employed by, or receive any financial consideration from, the Town of Nantucket?

No.



RECEIVED

TOWN OF NANTUCKET
COMMITTEE INTEREST FORM/NEW APPLICANT
For Appointment by the Select Board

JAN 27 2025

NANTUCKET TOWN ADMINISTRATION

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

Name: Jeannie Critchley Home Phone: 508-367-9837

Mailing Address: P.O. Box 3129 02584 Alternate Phone: —

Email Address: jeannie777@gmail.com Date Submitted: 1/22/25

REQUESTING APPOINTMENT TO: Town of Nantucket Scholarship Committee

Reasons for Committee Interest

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

I am aware of the benefit to the school community that this board provides. As a retired person I now have the flexibility to participate in meetings and small group work.

Relevant Experience

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

I taught in the NPS from 1988-2021 in grades 3-5. This has given me experience in knowing what academic goals and difficulties face our students.

Potential Conflicts of Interest

- Please list any committees appointed by the Select Board, local agencies or non-profit organizations of which you or a member of your immediate family are current members.

There are none.

- Are you or any member of your family employed by, or receive any financial consideration from, the Town of Nantucket?

I am a retired public school teacher, a town employee.



TOWN OF NANTUCKET
COMMITTEE INTEREST FORM/NEW APPLICANT
For Appointment by the Select Board

RECEIVED

JAN 16 2025

NANTUCKET TOWN ADMINISTRATION

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

Name: Peter W. Lisi

Home Phone: 860.712.9390

Mailing

Address: 12 Chelsea Lane, West Hartford, CT 06119

Alternate Phone: _____

Email Address: Pwlisi@aol.com

Date Submitted: 01/16/25

REQUESTING APPOINTMENT TO: Zoning Board of Appeals, Alternate

Reasons for Committee Interest

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

My interest in serving on this Board lies in my deep and sincere affection for the community of Nantucket. My wife and I have been coming to Nantucket for 30+ years, and have been homeowners since 2013. Although I have not attended a Nantucket ZBA meeting, I have been, and remain, involved with several organizations serving the public interest in my local community and at the state-wide level. These organizations include serving as Chair of the Board of an independent schools, the West Hartford Chamber of Commerce, a CT State financing authority, and a state scholarship board. I am wholly committed to "giving back" to a community and look forward to doing so at a place that is very special to my family: Nantucket. I am a retiree and would not have difficulty committing to a meeting schedule.

Relevant Experience

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

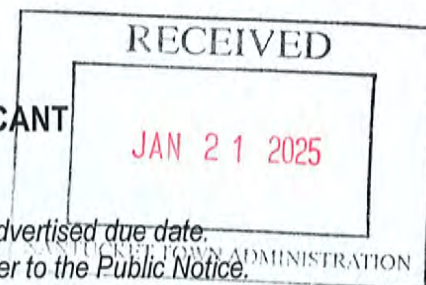
My experience and skills are broad-based, and include the review of capital projects, financing, economic development, and the need for building public infrastructure. If selected, I would hope to maintain the trust and respect between the board and those impacted by its actions. Decisions regarding commercial and residential development are critical to the future of Nantucket.

Potential Conflicts of Interest

- Please list any committees appointed by the Select Board, local agencies or non-profit organizations of which you or a member of your immediate family are current members. My wife is a member of the Nantucket Garden Club.
- Are you or any member of your family employed by, or receive any financial consideration from, the Town of Nantucket?
No



TOWN OF NANTUCKET
COMMITTEE INTEREST FORM/NEW APPLICANT
For Appointment by the Select Board



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

Name: Robert A Constable

Home Phone: (917) 584-9337

Mailing

Address: PO Box 996, Nantucket MA 02554

Alternate Phone: _____

Email Address: rac@redbirdventures.com

Date Submitted: 01/17/2025

REQUESTING APPOINTMENT TO: Zoning Board of Appeals

Reasons for Committee Interest

- Have you ever attended a meeting of the committee/board/commission? **NO.**
- Why are you interested in this committee/board/commission? **I AM A 3RD GENERATION PART-TIME RESIDENT AND AS OF MID-2024 A FULL-TIME RESIDENT. MY BACKGROUND IN REAL ESTATE (SEE BELOW) HAS INSTILLED AN INTEREST IN PROPERTY RIGHTS, DEVELOPMENT, PRESERVATION AND THE EQUAL AN FAIR APPLICATION OF CIVIC REGULATION, BALANCING THE INTERESTS OF BOTH PROPERTY OWNERS, THE TOWN, AND THE COMMUNITY AT LARGE.**
- Are you prepared to commit to the meeting schedule of the committee/board/commission? **YES**

Relevant Experience

- What experience, skills or insight would you bring to the committee/board/commission? **I HAVE SPENT OVER 40 YEARS IN COMMERCIAL REAL ESTATE, BASED IN NEW YORK CITY BUT TRANSACTING NATIONALLY AND INTERNATIONALLY. I HAVE EXECUTED COMPLEX REAL ESTATE TRANSACTIONS TOTALING IN THE BILLIONS IN VALUE, NATIONALLY AND INTERNATIONALLY ON BEHALF FORTUNE 500 CORPORATIONS. MANY OF THESE HAVE INVOLVED INTERACTIONS INVOLVING LOCAL PLANNING, ZONING, TRANSPORTATION AND OTHER REGULATORY ISSUES.**
- What would you hope to accomplish on the committee/board/commission? **I CAN ADD PERSPECTIVE, JUDGEMENT AND EXPERIENCE TO THE BOARD'S REVIEW PROCESSES.**

Potential Conflicts of Interest

- Please list any committees appointed by the Select Board, local agencies or non-profit organizations of which you or a member of your immediate family are current members. **I AM A FORMER COMMODORE OF THE NANTUCKET YACHT CLUB AND REMAIN A NON-VOTING MEMBER OF IT'S BOARD OF GOVERNORS. I AM CURRENTLY WORKING WITH NANTUCKET COMMUNITY SAILING ON VARIOUS MATTERS. MY WIFE IS THE EXECUTIVE DIRECTOR OF SUSTAINABLE NANTUCKET.**

Are you or any member of your family employed by, or receive any financial consideration from, the Town of Nantucket? **NO.**

Feb. 21, 2025

Brooke Mohr
Dawn E. Hill-Holdgate
Matt Fee
Thomas M. Dixon
Malcolm W. MacNab

Ms. Mohr,

At its Feb. 18, 2025 meeting, the Harbor & Shellfish Advisory Board (HSAB), voted 5-0 to recommend that the Select Board extend the 2024/2025 commercial bay scallop season beyond its usual closure date of March 31 to April 11. We do this with hopeful anticipation of agreement from the Massachusetts Department of Marine Fisheries (DMF) that this proposed extension is warranted given this winter's prolonged inclement weather conditions, the small fleet fishing this season and the copious number of scallops in our harbors.

Nantucket's bay scallop fishers have lost at least 16 days of scalloping due to harbor air temperatures below 28 degrees Fahrenheit, temperatures at which bay scallop seed dies out of the water. Nantucket's shellfish regulations prohibit scalloping on colder days if the air temperature doesn't remain at or above 28 degrees at 10 a.m. onward.

With guidance from Nantucket's commercial bay scallopers, Town biologist Tara Riley and Natural Resources Department director Jeff Carlson, the HSAB decided that due to the abundance of scallops in the harbors, the loss of fishing days and that less than 15 commercial bay scalloping boats are fishing presently, that a season extension made sense. One caveat is that should harbor water temperatures reach 50 degrees, the temperature at which eelgrass comes out of dormancy, during this extension period, fishing would cease because scallop dredges can damage sprouting and flowering eelgrass plants.

Some of our board will attend the meeting at which the Select Board considers our recommendation, but please reach out to us with any questions you may have before that meeting.

Sincerely,

Peter B. Brace,
Secretary of the HSAB

From: [Andrew Lowell](#)
To: [Peter B. Brace](#)
Cc: [Erika Mooney](#); [Jeff Carlson](#); [Tara Riley](#)
Subject: Re: Scallop season extension request
Date: Friday, February 21, 2025 1:56:58 PM

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Thank you Peter !

Just one correction to be made please Erika ; the board voted 7 - 0

Thank you

Sent from my iPhone

On Feb 21, 2025, at 1:49 PM, Peter B. Brace <coskataheaven@earthlink.net> wrote:

Erika,

Please ensure that this letter requesting an extension of the 2024-2025 commercial bay scallop season from the Harbor & Shellfish Advisory Board gets to Libby and the Select Board.

Peter B. Brace,
Secretary

<2024-2025 scallop season extension request.pdf>

<Screen Shot 2019-05-21 at 9.34.07 AM.png>

Nantucket Walkabout
Peter Brace - Guide
P.O. Box 828
Siasconset, MA 02564
508-422-7466
peter@nantucketwalkabout
<http://www.walknantucket.com>

TOWN OF NANTUCKET NATURAL RESOURCES DEPARTMENT

JEFF CARLSON, NATURAL RESOURCES DIRECTOR
131 PLEASANT STREET
NANTUCKET, MA 02554

JCARLSON@NANTUCKET-MA.GOV
508-228-7230



2/19/2025

To: Brooke Mohr, TON Selectboard Chair
From: Jeff Carlson, Natural Resources Director
Re: Bay Scallop Commercial Season Extension

Dear Chair Mohr,

The Natural Resources Department has been closely monitoring the commercial bay scallop fishery which is set to close on March 31, 2025 at 4:30pm. Using our benthic surveys from fall 2024 and our recorded landings through January 2025, we are confident that the density of harvestable adult scallops could sustain a two-week extension given the current commercial scallop pressure on the resource. We have 15-20 permits that have been going routinely November-January and have been getting the full 6 bushel limit within 4-5 tows and landing their catch before noon.

The scallopers have missed around 10 + days so far to fishing due to temperatures below 28°F in January and early February. Our current estimates for bushels landed as of this date are around 6,000 bushels.

The Harbor and Shellfish Advisory Board, responding to some fishermen and board members are making a recommendation, approved by unanimous vote on 2/18/2025, for the Select Board to submit a formal request to the Division of Marine Fisheries in support of a two-week extension from April 1- April 11.

Requests like this have been made in the past (last one was in 2018) but are usually last minute. We would like to be proactive on behalf of the fishery since this year has been a great scalloping year for those participating. The bushel increase in December and the sustained supply availability throughout the season has been exciting to witness. We are confident that there are not seed populations at risk as a result of approving this extension request. In May of 2024, we conducted scallop abundance surveys and were surprised to see the number of adults left behind after the season had ended in our surveys. Those surveys will be repeated each spring to give us insight as to the supply left behind after the fishery closes. We would appreciate your continued support of our efforts for actively managing our shellfisheries based on our yearly data and surveys.

Thank you for your time and consideration,
Jeff Carlson
Natural Resources Director

§ 260-4.29. Bay scallops. [Amended 10-16-2024]

A. Commercial bay scallop permit requirements.

- (1) Commercial bay scallop applications and commercial scallop apprentice applications must be filed and paid in full with the Nantucket Police Department prior to 5:00 p.m. on March 31 for the commercial season beginning the following November 1 and lasting through March 31 of any given year.
- (2) Late applicants. Applications for commercial scalloping or commercial scallop apprentices filed after 5:00 p.m. on March 31 will not be valid for scalloping until December 1 or as of the 30th day after the date submitted, whichever is later. No waivers will be granted.
- (3) Commercial bay scallop permits shall be issued for a period of one year from April 1.

B. Apprentice commercial bay scallop permit requirements.

- (1) Apprentice commercial bay scallop permit applicants must meet residency requirements.
- (2) All applicants for a commercial scallop permit that do not have a history of being issued such a permit from the Town of Nantucket will be issued an "apprentice permit." Apprentices are required to scallop with a valid commercial scallop permit holder that agrees to participate in the apprentice program for 40 active fishing days. Apprentices and their mentors must attend a pre-season workshop with the Department of Natural Resources. After providing proof of apprenticeship completion to the Department of Natural Resources and the Harbor and Shellfish Advisory Board, the apprentice will be issued a valid commercial scallop permit. For all other purposes, the holder of an apprentice permit will be considered a fully permitted commercial scallop fisherman during the term of the apprenticeship and thereby bound by all applicable laws and regulations.

C. No transfer or refunds for Town of Nantucket commercial shellfish permits. No transfers or refunds of Town of Nantucket commercial shellfish permits will be granted.

D. Commercial bay scallop season and days. The Select Board shall allow the taking of bay scallops for commercial purposes from November 1 through March 31 on Monday through Friday only, with the exception of Christmas Day. When Christmas falls between Monday and Friday of any given year, scalloping shall be allowed the following Saturday. Any alteration to these dates shall be done in accordance with Chapter 122, Taking of Shellfish, § 122-8, of the Code of the Town of Nantucket. The Select Board may grant permission for the collection of scallop seed outside the commercial season for the purpose of moving seed.

E. Commercial bay scallop daily start time and landing hours. Dredges may be deployed between the hours of 6:30 a.m. and 4:30 p.m. All commercial bay scallop boats must be at off-loading points by 4:30 p.m.

F. Returning to shore to pick up cullers. A license holder may return to shore to shore to pick up a culler but no more than 2.5 bushels of bay scallops may be on board when the culler

boards the vessel.

- G. Returning to shore for other reasons with the intention of resuming scalloping on the same day. License holders must notify the shellfish warden if they plan to resume so that the boat may be checked upon arrival.
- H. Transferring of scallops. No catch shall be transferred from one boat to another.
- I. Commercial bay scallop limits: The Select Board, at a public meeting, may approve increasing or decreasing the daily catch limit each season under recommendations related to Town of Nantucket shellfish abundance surveys provided by the Natural Resources Department and the Harbor Shellfish Advisory Board. If no adjustments are recommended, the limit shall be at five level bushels per commercial license.
- J. Bay scallop size harvest criteria (322 CMR 6.11). No person shall land or possess bay scallops without a well-defined growth line, and that growth line shall measure at least 10 millimeters from the hinge of the shell. Exception: Bay scallops that have an annual growth line located less than 10 millimeters (mm) from the hinge of the shell shall be lawful to harvest if the shell height is at least 63.5 millimeters (mm) or 2.5 inches.
- K. Use of dredges for commercial bay scallops. Dredges may not be used before 6:30 a.m. or after 4:30 p.m. on any given scalloping day. The weight of any given dredge is restricted to 35 pounds. The use of two or more dredges connected by an iron bar or any similar device is prohibited. No dredge or dredges greater than 28 inches will be permitted. Power-hoisting of dredges is permitted, provided no dredge is more than 28 inches wide, seven rings deep, and the net on the dredge is not over 18 mesh long. Only eight dredges are allowed to be towed at any given time.
- L. Landing location of bay scallops. All bay scallops harvested in Nantucket waters shall be landed in Nantucket and the catch shall remain in boxes.

§ 122-8. Days and hours to be fixed. [Amended 4-6-2009 ATM by Art. 50, approved 8-10-2009; 6-25-2020ATM by Art. 70, approved 10-27-2020]

The Select Board shall, from time to time and with advice from the Harbor and Shellfish Advisory Board, fix the days and hours during which shellfish may be taken and shall fix the same having regard for the supply of and conditions for the propagation of shellfish and may establish places for landing shellfish taken under a commercial license.



Agenda Item Summary

Agenda Item #	IX. 3.
Date	3/5/2025

Staff

Erika D. Mooney, Operations Administrator

Subject

KOBO Utility Construction Corp.: Request for Waivers of Town Noise Bylaw for National Grid's L1 Feeder Underground Conduit Upgrade Project, Starting March 6, 2025 through Completion:

- From 6:00 AM to 7:00 AM (7:30 AM after June 15th at 16 Broad Street; North Union Street/India Street; Coleman Court (aka Independence Lane)/India Street; Still Dock; Candle Street Substation.
- From 8:00 PM to 6:00 AM for Easy Street.

Executive Summary

National Grid received Select Board approval for five utility petitions for the L1 Feeder Underground Conduit Upgrade Project. KOBO is the contractor hired by National Grid to do the work. They are asking for a waiver of the Noise Bylaw to start work at 6:00 AM to allow them to work longer day shifts in order to get the work completed as quickly as possible. For the 8:00 PM to 6:00 AM waiver request, KOBO is proposing to work at night to as to not interfere with the truck route to the Steamship Authority.

Staff Recommendation

Approve the waivers of the Town Noise Bylaw

Background/Discussion

Chapter 101 (Noise) of the Town Bylaw, § 101-1(A)(5) states that "Operating or permitting the operation of any mechanically powered tool (such as saws, drills, sanders, grinders, nail guns) or mechanically powered lawn or garden tool, or similar device used outdoors shall be prohibited between the hours of 10:00 p.m. and 7:00 a.m. [7:30 a.m. between June 15 and September 15 in each year, except for in the Old Historic District (OHD) as shown on the map entitled "Core Historic Districts," dated April 9, 2019, as may be amended from time to time, where the prohibition is between the hours of 5:00 p.m. and 8:00 a.m. between and including July 1 and Labor Day] Monday through Saturday and before 10:00 a.m. Sunday. The fact that the sound is plainly audible at a distance of 50 feet from its source of the property line on which the tools are being used shall be prima facie evidence of a violation of this section."

§ 101-1(C) (Permit for relief.) (1) allows the Select Board to "issue a permit authorizing an activity which is likely to result in noise that would otherwise be prohibited by § 101-1A of this bylaw."



Impact: Environmental ☐ Fiscal ☐ Community ☐ Other ☐

Noise impacts to the area.

Board/Commission Recommendation

N/A

Public Outreach

N/A

Connection to Existing Applicable Plan (i.e., Strategic Plan, Master Plan, etc.)

N/A

Attachments

Email from KOBO



From: [Paul Holt](#)
To: [Erika Mooney](#)
Subject: noise bylaw
Date: Wednesday, February 26, 2025 10:02:57 AM

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good Morning Erika , KOBO Utility would like to ask for a noise bylaw waiver to start work at 6 am for the duration of the L1 project please.

locations : Broad street ,North Union ,Still dock ,Coleman court and india st,candle street sub station

specifically for easy street street for Night work to prevent use of reverse truck route starting 8pm to 6 am

--Thank you

Paul Holt
KOBO Utility Construction Corp.
P.O. Box 578
Sandwich, MA 02563

508-400-2025 Cell
508-888-2255 Office



Agenda Item Summary

Agenda Item #	IX. 4.
Date	3/5/2025

Staff

Erika D. Mooney, Operations Administrator

Subject

Robert B. Our Co., Inc.: Request for Waiver of Town Noise Bylaw for Sea Street Third Sewer Force Main Project from 10:00 PM to 6:00 AM, March 6, 2025 through March 14, 2025 at Wastewater Treatment Facility at 81 South Shore Road; Intersection of Old South Road and Toombs Court; South Valley Pump Station at 95 Goldfinch Drive.

Executive Summary

The final bypass connection for the new sewer force main needs to be completed during low use/flow hours to try to eliminate any unnecessary problems due to a high waste stream. There is minimal use of bathrooms and water during the night.

Staff Recommendation

Approve the waivers of the Town Noise Bylaw

Background/Discussion

Chapter 101 (Noise) of the Town Bylaw, § 101-1(A)(5) states that "Operating or permitting the operation of any mechanically powered tool (such as saws, drills, sanders, grinders, nail guns) or mechanically powered lawn or garden tool, or similar device used outdoors shall be prohibited between the hours of 10:00 p.m. and 7:00 a.m. [7:30 a.m. between June 15 and September 15 in each year, except for in the Old Historic District (OHD) as shown on the map entitled "Core Historic Districts," dated April 9, 2019, as may be amended from time to time, where the prohibition is between the hours of 5:00 p.m. and 8:00 a.m. between and including July 1 and Labor Day] Monday through Saturday and before 10:00 a.m. Sunday. The fact that the sound is plainly audible at a distance of 50 feet from its source of the property line on which the tools are being used shall be prima facie evidence of a violation of this section."

§ 101-1(C) (Permit for relief.) (1) allows the Select Board to "issue a permit authorizing an activity which is likely to result in noise that would otherwise be prohibited by § 101-1A of this bylaw."

Impact: Environmental ☐ Fiscal ☐ Community ☐ Other ☐

Noise impacts to the area.

Board/Commission Recommendation

N/A



Public Outreach

N/A

Connection to Existing Applicable Plan (i.e., Strategic Plan, Master Plan, etc.)

N/A

Attachments

Email from Robert B. Our



From: [Abby Rose](#)
To: [Erika Mooney](#); [David Gray](#)
Cc: [Sean Larson](#); [Damon Burchill](#); [Ziad F. Kary](#); [Francesca Barilla](#); [Derek Ritchie](#); [Ayotte, Frank](#); [Zach Ellis](#)
Subject: Night Request - Sea Street Force Main project
Date: Friday, February 28, 2025 10:22:42 AM
Attachments: [image002.png](#)
[image003.png](#)
[image004.png](#)
[image005.png](#)
[image006.png](#)

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Erika ,

Can you please include a night waiver request for the Sea Street Force Main #3 project tie in work on the upcoming Select Board agenda.

Robert B. Our Company has been actively working on completing the Sea Street Sewer Force Main Connection . This is the last major component to the completion of the pipeline work.

This will require night work from 10 PM – 6 AM - one to two nights to complete the tie in . I am requesting a waiver to work From March 6th – March 14th.

This will give us a “window” to complete the work.

The work will take place at the Following Locations :

- Sewer Treatment Plant
- By the Intersection of Old South Road & Toombs CT. (A septic Pump Truck will be located there)
- South Valley Sewer Pump Station

Please let me know if you have any questions . Thank you for placing this on the agenda.

Thank you,
Abby

Abigail Rose

Robert B. Our Co., Inc.

24 Great Western Road ● Harwich, MA 02645 ● 508-432-0530



PUBLIC HEARING NOTICE

The Select Board, acting as the Nantucket Sewer Commission, will hold a public hearing on Wednesday, March 5, 2025 at 5:30 PM to consider amendments to the Nantucket Town Sewer District pursuant to Section 10 of the Nantucket Sewer Act. The proposed amendments to the Sewer District (Articles 76, 77, 78, 79 and 80 of the 2025 Annual Town Meeting) are online at <https://nantucket-ma.gov/DocumentCenter/View/50729/2025-Annual-Town-Meeting-and-Election-Warrant-as-adopted-by-the-Select-Board-PDF>. The hearing will be held in the Public Safety Facility Community Room at 4 Fairgrounds Road and by remote participation via Zoom Webinar. Please see meeting posting for remote participation and viewing links. For further information, please email TownManager@nantucket-ma.gov.

ARTICLE 76

(General Bylaw Amendment: Board of Sewer Commissioners/Town Sewer District Map Change - Rachel Drive, South Shore Road and Felcon Drive)

To see if the Town will vote to amend the Town Sewer District map to include the following propertie, currently outside of the district, to within the district:

Map	Lot	Number	Street
80	53.6	1	Rachel Drive
80	53.3	2	Rachel Drive
80	53	3	Rachel Drive
80	53.4	4	Rachel Drive
80	53.5	5	Rachel Drive
80	53.8	5R	Rachel Drive
80	53.7	6	Rachel Drive
80	53.2	43	South Shore Road
80	53.1	47	South Shore Road
80	294	1	Felcon Drive
80	329	5	Felcon Drive
80	330	9	Felcon Drive
80	331	11	Felcon Drive

All as shown on the attached map.

Or to take any other action related thereto.

(David F. Visco, et al)



TOWN OF NANTUCKET

Criteria Checklist for Proposed Expansion of the Sewer District

CHECKLIST

CRITERIA TO EVALUATE NEEDS AREA PROPERTIES FOR ENTRY INTO THE SEWER DISTRICT

ARTICLE 76

(General Bylaw Amendment: Board of Sewer Commissioners/Town Sewer District Map Change - Rachel Drive, South Shore Road and Felton Drive)

Capacity:

● Yes ○ No Is there adequate capacity in the sewer system pipes/pump stations, etc.?

● Yes ○ No Is there adequate capacity in the WWTP?

The capacity at the surfside treatment facility is designed based on listed needs areas

1. Septic System Criteria:

○ Yes ● No Is the system hydraulically failed according to the Local Board of Health Regulations?

○ Yes ● No Is the system technically failed according to the Local Board of Health Regulations?

○ Yes ● No A septic system conforming to Local Board of Health Regulations cannot be installed on the property? (Correct = yes)

○ Yes ● No Are soil structure/ground water elevations problematic?

● Yes ○ No Is the existing or proposed septic system within 100 feet of a resource area?

○ Yes ● No Is an alternative septic system is required?

2. Zoning and Land Use:

● Yes ○ No Does the property comply with the 2009 Master Plan?

○ Yes ● No Is this an affordable housing project under Chapter 40B or 40R?

○ Yes ● No Is the Lot size less than 40,000 sq ft?

● Yes ○ No Is the property within one of the following Overlay districts: Well head, Nantucket Harbor, Town, Madaket Harbor, Hummock Pond watershed (Miacomet watershed may be added after pond study)

3. Sewer system:

● Yes ○ No Is the property location contiguous to the existing sewer district?

● Yes ○ No Does the number of properties which would be served by the extension exceed 5?

● Yes ○ No Does this sewer extension have potential for future extension of the sewer collection system?

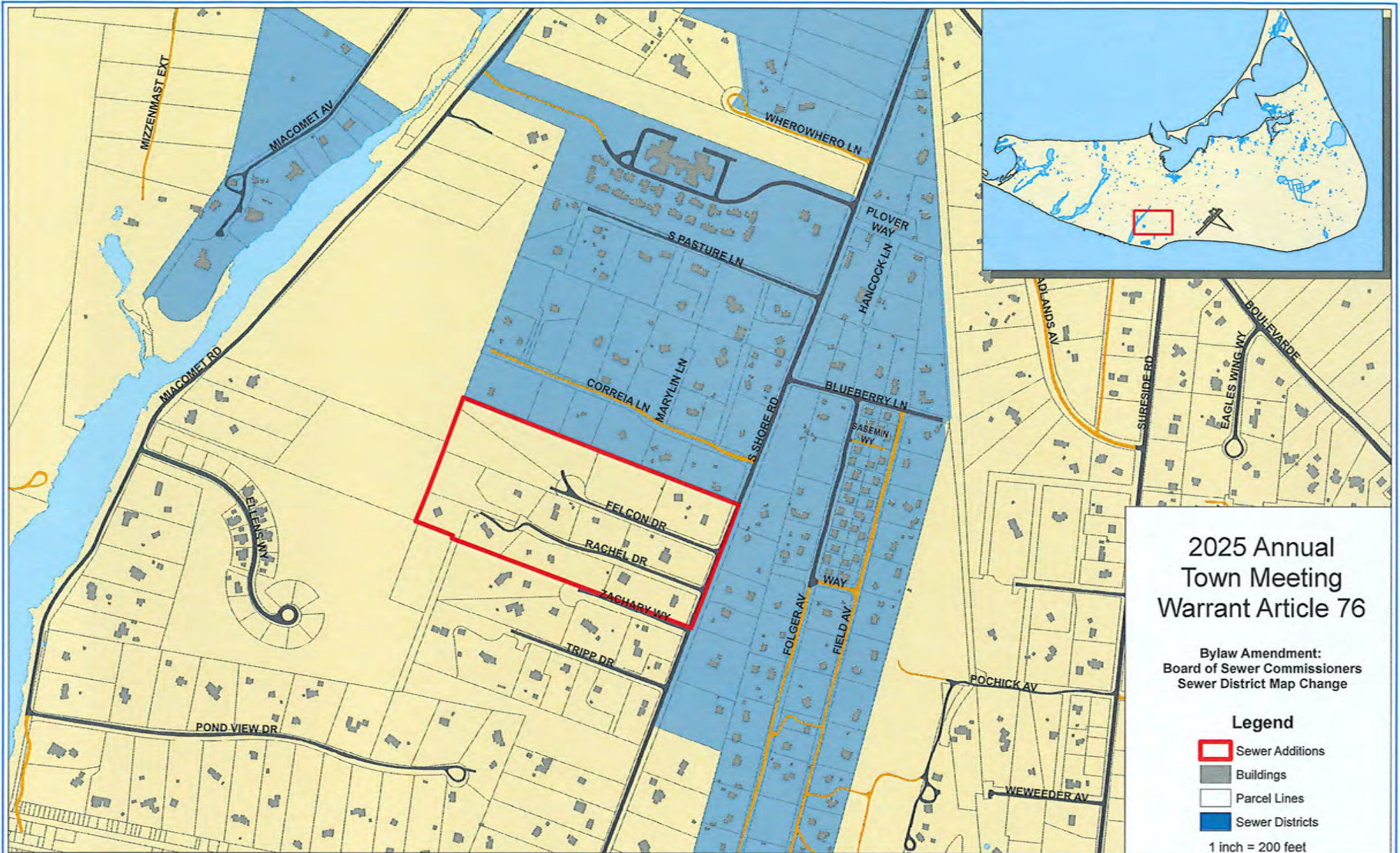
4. Financial:

● Yes ○ No Is the sewer being extended to the Town's specifications? **It is required by regulation.**

● Yes ○ No Will the proponent be providing alternative public access to the public sewer such as through easements or the construction of pump stations or mains sized for additional connections?

TOTAL YES Answers (must equal or exceed 9 for a positive recommendation): **N/A**

Recommend Approval – All listed parcels are located in the Miacomet Needs Area and should be added. The gravity sewer in S Shore Rd was designed for all the listed parcels in the needs area.



2025 Annual Town Meeting Warrant Article 76

Bylaw Amendment:
Board of Sewer Commissioners
Sewer District Map Change

Legend

- Sewer Additions
- Buildings
- Parcel Lines
- Sewer Districts

1 inch = 200 feet

Data Sources:
The planimetric data on this mapsheet is based primarily upon interpretation of April, 2018 aerial photography. It was compiled to meet the ASPRS Standard for Class 1 Map Accuracy for 1"=100' scale maps.

The data on this mapsheet represents the efforts of the Town of Nantucket and other cooperating organizations to record and compile pertinent geographical and related information utilizing the capabilities of the Nantucket Geographic Information System (NGIS). The NGIS staff maintains an ongoing program to record and correct errors in these data that are brought to its attention. The Town of Nantucket makes no claims as to the absolute validity or reliability of these data or their fitness for any particular use.



Town of Nantucket - GIS Mapsheet



Virtualized governmental agencies will not necessarily approve applications based solely on GIS data. Applications for permits and Business Most Impacts of the relevant agency for applicable requirements. The presence of information on this mapsheet does not necessarily imply public responsibility or the right of public access.

Please send identification of any errors and corresponding corrections to:

GIS Coordinator
Town of Nantucket
2 Fairgrounds Road
Nantucket, MA 02554

November, 2024

ARTICLE 77

(General Bylaw Amendment: Board of Sewer Commissioners/Town Sewer District Map Change - 42 Monohansett Road)

To see if the Town will vote to amend Chapter 41 (Board of Sewer Commissioners), section 41-3A (Town Sewer District) of the Code of the Town of Nantucket by adding the following parcel to the Town Sewer District:

Map	Lot	Number	Street
79	55	42	Monohansett Road

All as shown on a map entitled “2024 Annual Town Meeting Warrant Article _____” dated _____ and filed herewith at the Office of the Town Clerk.

Or to take any other action related thereto.

(Christopher Fraker, et al)



TOWN OF NANTUCKET

Criteria Checklist for Proposed Expansion of the Sewer District

CHECKLIST

CRITERIA TO EVALUATE NON-NEEDS AREA PROPERTIES FOR ENTRY INTO THE SEWER DISTRICT

ARTICLE 77

(General Bylaw Amendment: Board of Sewer Commissioners/Town Sewer District Map Change - 42 Monohansett Road)

Capacity:

● Yes ○ No Is there adequate capacity in the sewer system pipes/pump stations, etc.?

Pipes: This newly proposed area would meet the capacity question.

Pump Station: This addition would flow to the Airport pump station that is under design which will have increased capacity.

● Yes ○ No Is there adequate capacity in the WWTP?

The capacity at the surfside treatment facility is designed based on listed needs areas, that may or may not have been constructed at this time. This individual lots, checklist does not contemplate properties that are used for religious, education, institution, etc. This particular property is used as a church. Under zoning, they are exempt under the Dover Amendment, and this should also be considered with their request to be added to the sewer district, particularly because they will be extending the sewer at their own expense, and it's located in very close proximity to the property. They are currently utilizing porta potties during church services, which not only borders on an inhumane and unsanitary practice, but the waste also ends up being pumped into the sewer treatment plant anyway!

1. Septic System Criteria:

○ Yes ● No Is the system hydraulically failed according to the Local Board of Health Regulations?

○ Yes ● No Is the system technically failed according to the Local Board of Health Regulations?

○ Yes ● No A septic system conforming to Local Board of Health Regulations cannot be installed on the property? (Correct = yes)

○ Yes ● No Are soil structure/ground water elevations problematic?

○ Yes ● No Is the existing or proposed septic system within 100 feet of a resource area?

☐ Yes ☒ No Is an alternative septic system is required?

2. Zoning and Land Use:

☒ Yes ☐ No Does the property comply with the 2009 Master Plan?

☐ Yes ☒ No Is this an affordable housing project under Chapter 40B or 40R?

☐ Yes ☒ No Is the Lot size less than 40,000 sq ft? 129,373.2 SQFT

☐ Yes ☒ No Is the property within one of the following Overlay districts: Well head, Nantucket Harbor, Town, Madaket Harbor, Hummock Pond watershed (Miacomet watershed may be added after pond study)

3. Sewer system:

☒ Yes ☐ No Is the property location contiguous to the existing sewer district?

☐ Yes ☒ No Does the number of properties which would be served by the extension exceed 5?

☐ Yes ☒ No Does this sewer extension have potential for future extension of the sewer collection system?

This is unknown as there are not any engineering reports on the potential proposed sewer extension.

4. Financial:

☒ Yes ☐ No Is the sewer being extended to the Town's specifications? **It is required by regulation.**

☐ Yes ☒ No Will the proponent be providing alternative public access to the public sewer such as through easements or the construction of pump stations or mains sized for additional connections?

TOTAL YES Answers (must equal or exceed 9 for a positive recommendation): **N/A**

Recommend Approval – the checklist does not contemplate properties that are used for religious, education, institution, etc. This particular property is used as a church. Under zoning, they are exempt under the Dover Amendment, and this should also be considered with their request to be added to the sewer district, particularly because they will be extending the sewer at their own expense, and it's located in very close proximity to the property. They are currently utilizing porta potties during church services, which not only borders on an inhumane and unsanitary practice, but the waste also ends up being pumped into the sewer treatment plant anyway!



2025 Annual Town Meeting Warrant Article 77

Bylaw Amendment:
Board of Sewer Commissioners
Sewer District Map Change

Legend

- 42 Monohansett Rd
- Buildings
- Parcel Lines
- Sewer Districts

1 inch = 100 feet

Data Sources:
The planimetric data on this mapsheet is based primarily upon information of April, 2018 aerial photography. It was compiled to meet the ASPRS Standard for Class II Map Accuracy for 1"=100' scale maps.

The parcel boundaries are based primarily upon the Tax Assessor's data through October, 2022.

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Town of Nantucket - GIS Mapsheet



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GIS Coordinator
Town of Nantucket
2 Folger Avenue Road
Nantucket, MA 02554

November, 2024

ARTICLE 78

(General Bylaw Amendment: Board of Sewer Commissioners/Town Sewer District Map Change - 13A Woodland Drive and a Portion of 13 Woodland Drive)

To see if the Town will vote to amend Chapter 41 (Board of Sewer Commissioners), Section 41-3A (Town Sewer District) of the Code of the Town of Nantucket by adding 13A Woodland Drive and the portion of 13 Woodland Drive currently located in the Residential 20 (R-20) zoning district, which are located within the "Town Wellhead Protection Zone" and designated as a Special Area Recommended for Sewer under the Comprehensive Wastewater Management Plan adopted in October 2014, to the Town Sewer District.

Map	Lot	Number	Street
79	208	13 (portion of)	Woodland Drive
79	8	13A	Woodland Drive

All as shown on a map filed herewith at the Office of the Town Clerk.

Or to take any other action related thereto.

(Stephen Maury, et al)



TOWN OF NANTUCKET

Criteria Checklist for Proposed Expansion of the Sewer District

ARTICLE 78

(General Bylaw Amendment: Board of Sewer Commissioners/Town Sewer District Map Change - 13A Woodland Drive and a Portion of 13 Woodland Drive)

CHECKLIST

CRITERIA TO EVALUATE NON-NEEDS AREA PROPERTIES FOR ENTRY INTO THE SEWER DISTRICT

Capacity:

☐ Yes ☒ No Is there adequate capacity in the sewer system pipes/pump stations, etc.?

Applicant has to meet the requirements in

Nantucket Standards and Specifications 1.03 Submittal of Plans

B. Plan approval:

- 1. Plan and Profile Drawings shall be prepared, signed, sealed, and dated by a Professional Engineer registered in the State of Massachusetts. Design of improvements must be based upon actual field verification by the Engineer of existing utilities.**

Pipes: This newly proposed area would need to see if the privately installed sewers within the Richmond Development have capacity. This must be based on current zoning, also the fact that current standalone properties within Richmond are and have been adding numerous basement bedrooms and baths that may not have been included in design flows.

Pump Station: This is a large, proposed subdivision that would impact the Southvalley Naushop pump station with flows that were not calculated in the pump station flows listed in the CWMP's or the Master Plan.

Future flows include existing flows. Flows tributary to the Airport Pump Station include the future WPZ Needs Area and the Airport Pump Station Tributary Area. Flows tributary to the South Valley Pump Station include the South Valley Subdivision, the Richmond Development and the Airport Pump Station.

☐ Yes ☒ No Is their adequate capacity in the WWTP?

This project area as shown on maps included in the CWMP 2014 and 2020 MASTER plan showed LOT 13 being in LUG2 @ 2.95 Acres, SQFT. 128,502 and lot 13A being in R2 @0.67 Acres SQFT.29,185.2.

As of 09-09-2024 in an approved subdivision Plan now included 4 lots each at approx.21,000 SQFT, 1 (one) Lot @ 47,111 SQFT and 1 (one) lot @ 80,192 SQFT. now total 6 individual lots based on a newly approved planning plan. The capacity at the surfside treatment facility is designed based on listed needs areas, that may or may not have been constructed at this time.

3.11.1 Shoreline

Also, in the 2014 CWMP a review by Woods Hole Group suggests that the shoreline near the Surfside WWTF has experienced consistent patterns of accretion or erosion from 1955 to 2002. Currently the Shoreline has seen drastic changes in erosion between February 2010 and 2025. Maps attached. This erosion may impact the facilities total discharge permit limits of 4.0 MGD.

1. Septic System Criteria:

- ☐ Yes ☒ No Is the system hydraulically failed according to the Local Board of Health Regulations?
- ☐ Yes ☒ No Is the system technically failed according to the Local Board of Health Regulations?
- ☐ Yes ☒ No A septic system conforming to Local Board of Health Regulations cannot be installed on the property? (Correct = yes)
- ☐ Yes ☒ No Are soil structure/ground water elevations problematic?
- ☐ Yes ☒ No Is the existing or proposed septic system within 100 feet of a resource area?
- ☐ Yes ☒ No Is an alternative septic system is required?

2. Zoning and Land Use:

- ☒ Yes ☐ No Does the property comply with the 2009 Master Plan?
- ☐ Yes ☒ No Is this an affordable housing project under Chapter 40B or 40R?
- ☒ Yes ☐ No Is the Lot size less than 40,000 sq ft? **Based on the 2014 CWMP and 2020 Master Plan the lot sizes then were NOT less than 40,000 sq ft, (Partial) 4 lots of less than 40,000 only became part of a Planning Department approved plan dated 09-09-24 which was a change from the STM checklist.**
- ☒ Yes ☐ No Is the property within one of the following Overlay districts: Well head, Nantucket Harbor, Town, Madaket Harbor, Hummock Pond watershed (Miacomet watershed may be added after pond study) **(However it does NOT automatically mandate parcels be connected to the public sewer) The properties that are in the Well Head Protection Area considered overlay districts and as shown in CWMP 2014 3.13.2.10 At this time, the Recommended Plan is for continued use of on-site wastewater disposal systems with oversight from the Town under a Septage Management Plan. This recommendation is maintained in this CWMP Update. However, the Town should not allow any type of variances to current Title 5 rules and regulations and/or Local regulations that could present a compromise to the protection and preservation of the water supply and should establish a stringent monitoring program of all on-site wastewater disposal systems in this Study Area.**

3. Sewer system:

- ☒ Yes ☐ No Is the property location contiguous to the existing sewer district?
- ☒ Yes ☐ No Does the number of properties which would be served by the extension exceed 5?
- ☒ Yes ☐ No Does this sewer extension have potential for future extension of the sewer collection system? **No sewer extension plans have been filed however they would need to be designed for future**

Nantucket Standards and Specifications 1.03 Submittal of Plans

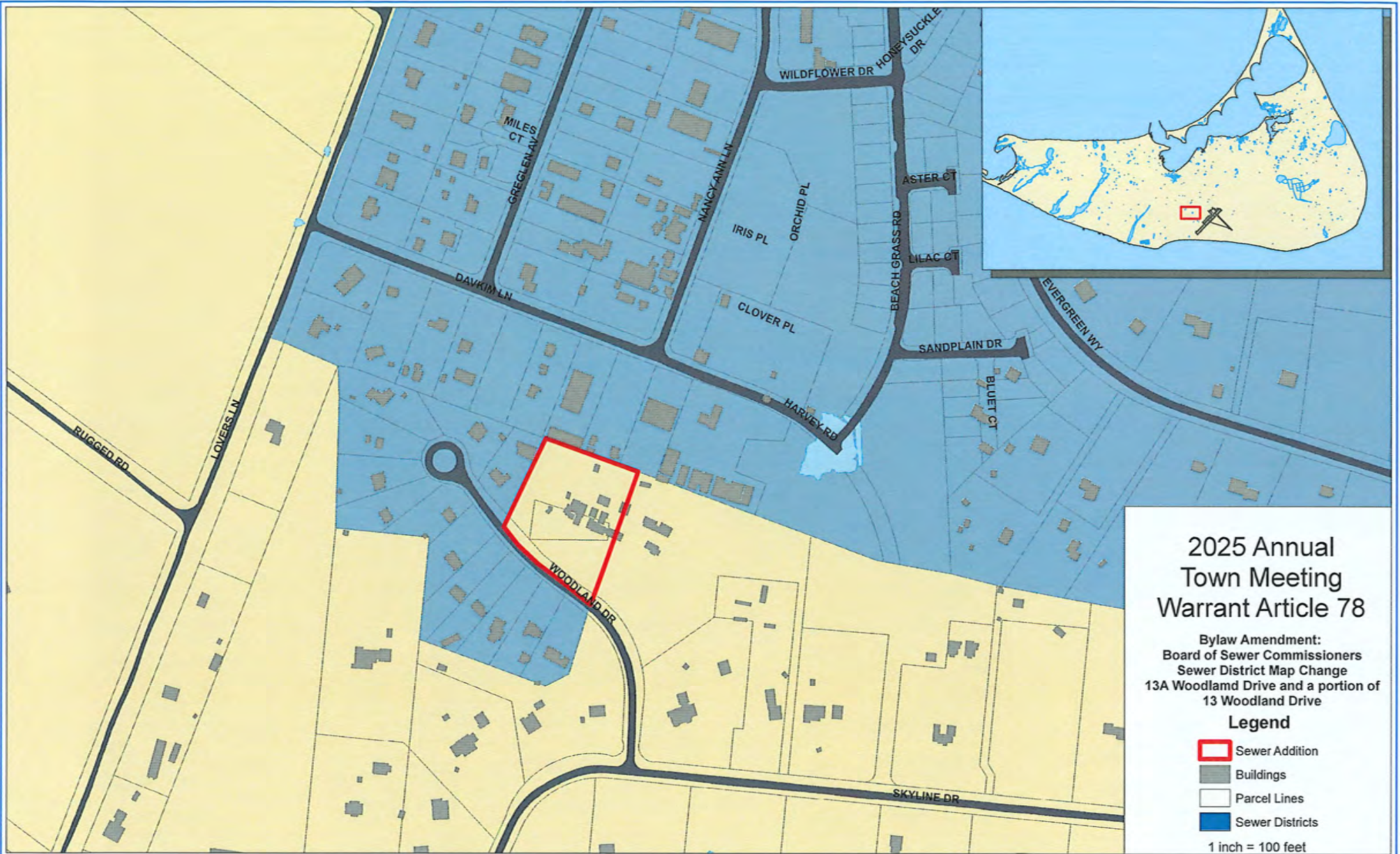
B. Plan approval:

- 1. Plan and Profile Drawings shall be prepared, signed, sealed, and dated by a Professional Engineer registered in the State of Massachusetts. Design of improvements must be based upon actual field verification by the Engineer of existing utilities.**

4. Financial:

- Yes ○ No Is the sewer being extended to the Town's specifications? **This is a requirement**
○ Yes ● No Will the proponent be providing alternative public access to the public sewer such as through easements or the construction of pump stations or mains sized for additional connections?
Up to this date I have NOT seen any proposed plans that allows either of these questions to be properly answered. They would need to design any extension to meet the Nantucket Standards and Specifications 1.03 Submittal of Plans

TOTAL YES Answers (must equal or exceed 9 for a positive recommendation): **7 After speaking with the Towns consultant about capacities in the plant and pump stations they agree with my responses on the check list. These were not included in the CWMP or MASTER Plan.**



2025 Annual Town Meeting Warrant Article 78

Bylaw Amendment:
Board of Sewer Commissioners
Sewer District Map Change
13A Woodland Drive and a portion of
13 Woodland Drive

Legend

- Sewer Addition
- Buildings
- Parcel Lines
- Sewer Districts

1 inch = 100 feet

Data Sources:
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Town of Nantucket - GIS Mapsheet



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GIS Coordinator
Town of Nantucket
2 Fairgrounds Road
Nantucket, MA 02554

November, 2024

ARTICLE 79

(General Bylaw Amendment: Board of Sewer Commissioners/Town Sewer District Map Change - a Portion of 13 Woodland Drive)

To see if the Town will vote to amend Chapter 41 (Board of Sewer Commissioners), Section 41-3A (Town Sewer District) of the Code of the Town of Nantucket by adding the portion of 13 Woodland Drive currently located in the Limited Use General 2 (LUG-2) zoning district, and which lies within the "Town Wellhead Protection Zone" and is designated as a Special Area Recommended for Sewer under the Comprehensive Wastewater Management Plan adopted in October 2014, to the Town Sewer District.

Map	Lot	Number	Street
79	208	13 (portion of)	Woodland Drive

All as shown on a map filed herewith at the Office of the Town Clerk.

Or to take any other action related thereto.

(Stephen Maury, et al)



TOWN OF NANTUCKET

Criteria Checklist for Proposed Expansion of the Sewer District

ARTICLE 79

(General Bylaw Amendment: Board of Sewer Commissioners/Town Sewer District Map Change - a Portion of 13 Woodland Drive)

CHECKLIST

CRITERIA TO EVALUATE NON-NEEDS AREA PROPERTIES FOR ENTRY INTO THE SEWER DISTRICT

Capacity:

☐ Yes ☒ No Is there adequate capacity in the sewer system pipes/pump stations, etc.?

**Applicant has to meet the requirements in
Nantucket Standards and Specifications 1.03 Submittal of Plans**

B. Plan approval:

1. Plan and Profile Drawings shall be prepared, signed, sealed, and dated by a Professional Engineer registered in the State of Massachusetts. Design of improvements must be based upon actual field verification by the Engineer of existing utilities.

Pipes: This newly proposed area would need to see if the privately installed sewers within the Richmond Development have capacity. This must be based on current zoning, also the fact that current standalone properties within Richmond are and have been adding numerous basement bedrooms and baths that may not have been included in design flows.

Pump Station: This is a large, proposed subdivision that would impact the Southvalley Naushop pump station with flows that were not calculated in the pump station flows listed in the CWMP's or the Master Plan.

Future flows include existing flows. Flows tributary to the Airport Pump Station include the future WPZ Needs Area and the Airport Pump Station Tributary Area. Flows tributary to the South Valley Pump Station include the South Valley Subdivision, the Richmond Development and the Airport Pump Station.

☐ Yes ☒ No Is their adequate capacity in the WWTP?

This project area as shown on maps included in the CWMP 2014 and 2020 MASTER plan showed LOT 13 being in LUG2 @ 2.95 Acres, SQFT. 128,502 and lot 13A being in R2 @0.67 Acres SQFT.29,185.2. As of 09-09-2024 in an approved subdivision Plan now included 4 lots each at approx.21,000 SQFT, 1 (one) Lot @ 47,111 SQFT and 1 (one) lot @ 80,192 SQFT. now total 6 individual lots based on a newly approved planning plan. The capacity at the surfside treatment facility is designed based on listed needs areas, that may or may not have been constructed at this time.

3.11.1 Shoreline

Also, in the 2014 CWMP a review by Woods Hole Group suggests that the shoreline near the Surfside WWTF has experienced consistent patterns of accretion or erosion from 1955 to 2002. Currently the Shoreline has seen drastic changes in erosion between February 2010 and 2025. Maps attached. This erosion may impact the facilities total discharge permit limits of 4.0 MGD.

1. Septic System Criteria:

- ☐ Yes ☒ No Is the system hydraulically failed according to the Local Board of Health Regulations?
- ☐ Yes ☒ No Is the system technically failed according to the Local Board of Health Regulations?
- ☐ Yes ☒ No A septic system conforming to Local Board of Health Regulations cannot be installed on the property? (Correct = yes)
- ☐ Yes ☒ No Are soil structure/ground water elevations problematic?
- ☐ Yes ☒ No Is the existing or proposed septic system within 100 feet of a resource area?
- ☐ Yes ☒ No Is an alternative septic system is required?

2. Zoning and Land Use:

- ☒ Yes ☐ No Does the property comply with the 2009 Master Plan?
- ☐ Yes ☒ No Is this an affordable housing project under Chapter 40B or 40R?
- ☒ Yes ☐ No Is the Lot size less than 40,000 sq ft? **Based on the 2014 CWMP and 2020 Master Plan the lot sizes then were NOT less than 40,000 sq ft, (Partial) 4 lots of less than 40,000 only became part of a Planning Department approved plan dated 09-09-24 which was a change from the STM checklist.**
- ☒ Yes ☐ No Is the property within one of the following Overlay districts: Well head, Nantucket Harbor, Town, Madaket Harbor, Hummock Pond watershed (Miacomet watershed may be added after pond study) **(However it does NOT automatically mandate parcels be connected to the public sewer) The properties that are in the Well Head Protection Area considered overlay districts and as shown in CWMP 2014 3.13.2.10 At this time, the Recommended Plan is for continued use of on-site wastewater disposal systems with oversight from the Town under a Septage Management Plan. This recommendation is maintained in this CWMP Update. However, the Town should not allow any type of variances to current Title 5 rules and regulations and/or Local regulations that could present a compromise to the protection and preservation of the water supply and should establish a stringent monitoring program of all on-site wastewater disposal systems in this Study Area.**

3. Sewer system:

- ☒ Yes ☐ No Is the property location contiguous to the existing sewer district?
- ☒ Yes ☐ No Does the number of properties which would be served by the extension exceed 5?
- ☒ Yes ☐ No Does this sewer extension have potential for future extension of the sewer collection system? **No sewer extension plans have been filed however they would need to be designed for future**

Nantucket Standards and Specifications 1.03 Submittal of Plans

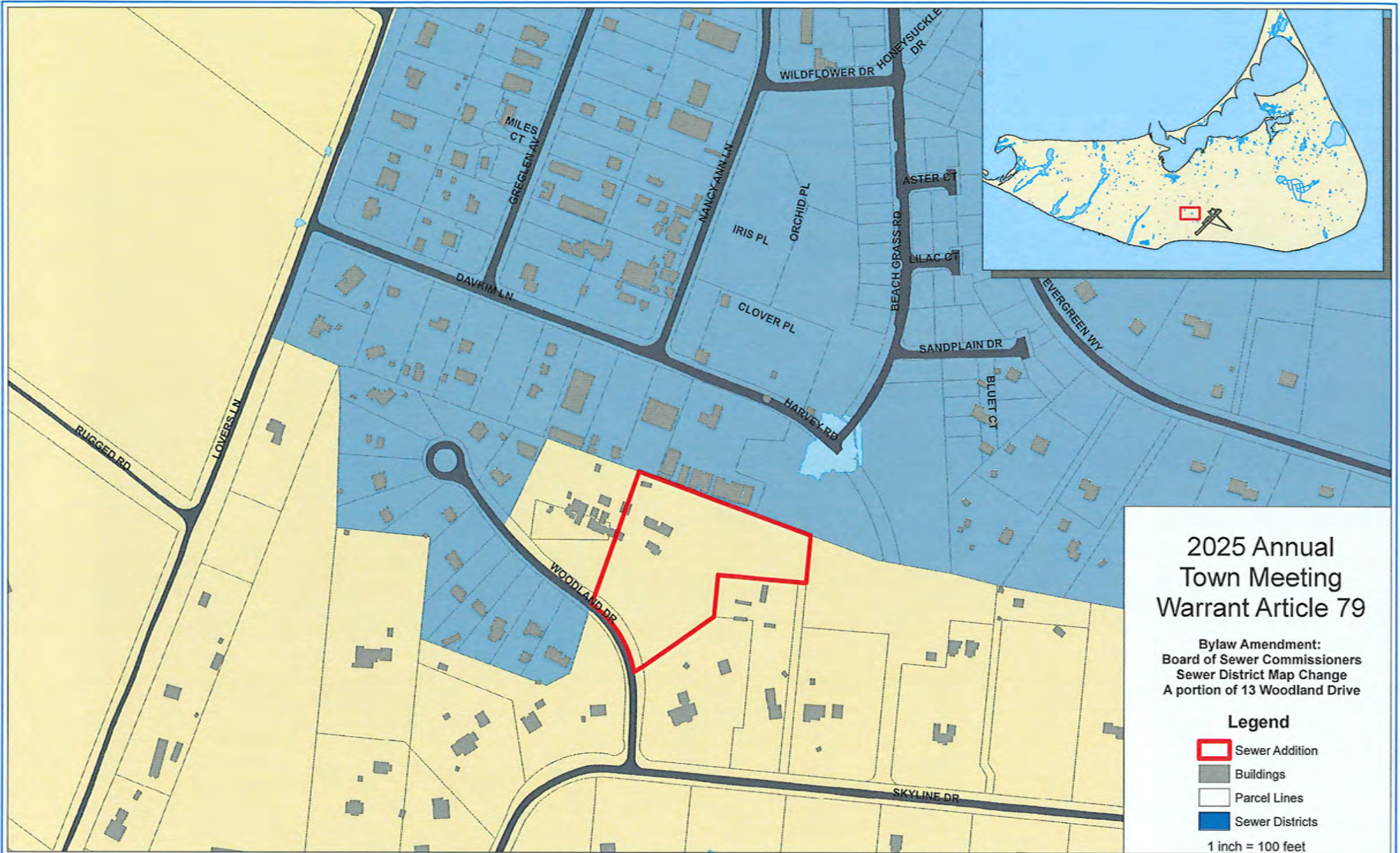
B. Plan approval:

- 1. Plan and Profile Drawings shall be prepared, signed, sealed, and dated by a Professional Engineer registered in the State of Massachusetts. Design of improvements must be based upon actual field verification by the Engineer of existing utilities.**

4. Financial:

- Yes ○ No Is the sewer being extended to the Town's specifications? **This is a requirement**
○ Yes ● No Will the proponent be providing alternative public access to the public sewer such as through easements or the construction of pump stations or mains sized for additional connections?
Up to this date I have NOT seen any proposed plans that allows either of these questions to be properly answered. They would need to design any extension to meet the Nantucket Standards and Specifications 1.03 Submittal of Plans

TOTAL YES Answers (must equal or exceed 9 for a positive recommendation): **7 After speaking with the Towns consultant about capacities in the plant and pump stations they agree with my responses on the check list. These were not included in the CWMP or MASTER Plan.**



2025 Annual Town Meeting Warrant Article 79

Bylaw Amendment:
Board of Sewer Commissioners
Sewer District Map Change
A portion of 13 Woodland Drive

Legend

- Sewer Addition
- Buildings
- Parcel Lines
- Sewer Districts

1 inch = 100 feet

Data Sources:
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Town of Nantucket - GIS Mapsheet



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GIS Coordinator
Town of Nantucket
2 Fairgrounds Road
Nantucket, MA 02554

November, 2024

ARTICLE 80

(General Bylaw Amendment: Board of Sewer Commissioners/Town Sewer District Map Change - 44 Skyline Drive)

To see if the Town will vote to amend Chapter 41 (Board of Sewer Commissioners), Section 41-3A (Town Sewer District) of the Code of the Town of Nantucket by adding the following property to the Town Sewer District.

Map	Lot	Number	Street
79	990	44	Skyline Drive

All as shown on a map filed herewith at the Office of the Town Clerk.

Or to take any other action related thereto.

(Clifford J. Williams, et al)



TOWN OF NANTUCKET

Criteria Checklist for Proposed Expansion of the Sewer District

CHECKLIST

CRITERIA TO EVALUATE NON-NEEDS AREA PROPERTIES FOR ENTRY INTO THE SEWER DISTRICT

ARTICLE 80

(General Bylaw Amendment: Board of Sewer Commissioners/Town Sewer District Map Change - 44 Skyline Drive)

Capacity:

☐ Yes ☒ No Is there adequate capacity in the sewer system pipes/pump stations, etc.?

Pipes: This newly proposed area would need to see if the privately installed sewers within the Richmond Development have capacity. This must be based on current zoning, also the fact that current standalone properties within Richmond are and have been adding numerous basement bedrooms and baths that may not have been included in design flows.

Pump Station: This proposed subdivision addition would impact the Southvalley Naushop pump station with flows that were not calculated in the pump station flows listed in the CWMP's or the Master Plan. See attached Documents:

Table 2-8 is a summary of existing and future average daily flows tributary to the South Valley Pump Station and the Airport Pump Station. Future flows include existing flows and future flows. Flows tributary to the Airport Pump Station include the future WPZ Needs Area and the Airport Pump Station Tributary Area. Flows tributary to the South Valley Pump Station include the South Valley Subdivision, the Richmond Development and the Airport Pump Station.

☐ Yes ☒ No Is there adequate capacity in the WWTP?

The capacity at the surfside treatment facility is designed based on listed needs areas, that may or may not have been constructed at this time.

3.11.1 Shoreline

Also, in the 2014 CWMP a review by Woods Hole Group suggests that the shoreline near the Surfside WWTF has experienced consistent patterns of accretion or erosion from 1955 to 2002. Currently the Shoreline has seen drastic changes in erosion between February 2010 and 2025. Maps attached. This erosion may impact the facilities total discharge permit limits of 4.0 MGD.

1. Septic System Criteria:

☐ Yes ☒ No Is the system hydraulically failed according to the Local Board of Health Regulations?

- ☐ Yes ☒ No Is the system technically failed according to the Local Board of Health Regulations?
- ☐ Yes ☒ No A septic system conforming to Local Board of Health Regulations cannot be installed on the property? (Correct = yes)
- ☐ Yes ☒ No Are soil structure/ground water elevations problematic?
- ☐ Yes ☒ No Is the existing or proposed septic system within 100 feet of a resource area?
- ☐ Yes ☒ No Is an alternative septic system is required?

2. Zoning and Land Use:

- ☒ Yes ☐ No Does the property comply with the 2009 Master Plan?
- ☐ Yes ☒ No Is this an affordable housing project under Chapter 40B or 40R?
- ☐ Yes ☒ No Is the Lot size less than 40,000 sq ft?

☒ Yes ☐ No Is the property within one of the following Overlay districts: Well head, Nantucket Harbor, Town, Madaket Harbor, Hummock Pond watershed (Miacomet watershed may be added after pond study) **(However it does NOT automatically mandate parcels be connected to the public sewer)**

The properties that are in the Well Head Protection Area considered overlay districts and as shown in CWMP 2014 3.13.2.10 At this time, the Recommended Plan is for continued use of on-site wastewater disposal systems with oversight from the Town under a Septage Management Plan. This recommendation is maintained in this CWMP Update. However, the Town should not allow any type of variances to current Title 5 rules and regulations and/or Local regulations that could present a compromise to the protection and preservation of the water supply and should establish a stringent monitoring program of all on-site wastewater disposal systems in this Study Area.

3. Sewer system:

- ☒ Yes ☐ No Is the property location contiguous to the existing sewer district?
- ☐ Yes ☒ No Does the number of properties which would be served by the extension exceed 5?
- ☐ Yes ☒ No Does this sewer extension have potential for future extension of the sewer collection system?

This is unknown as there are not any engineering reports on what's existing in Richmond and the potential proposed sewer extension.

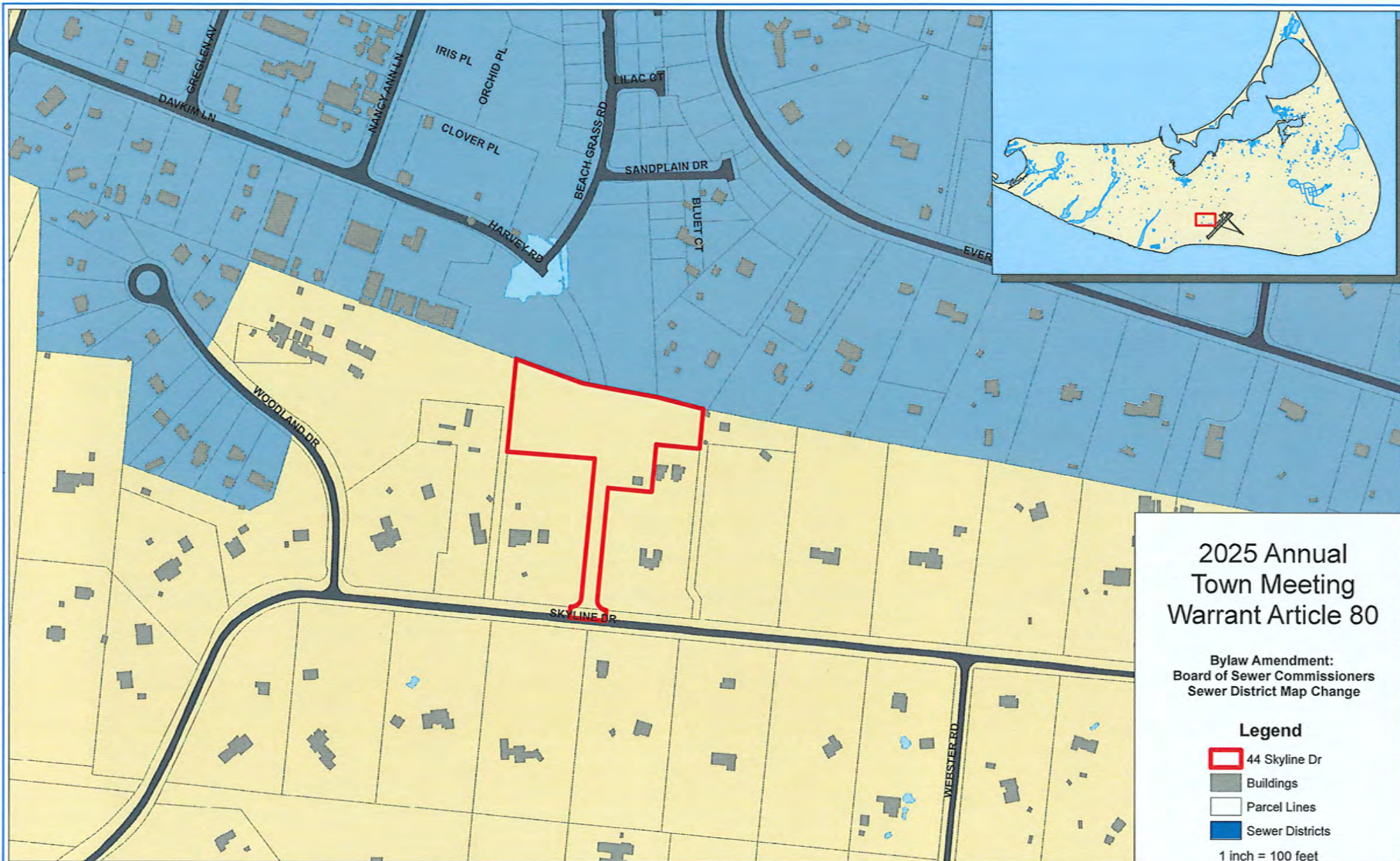
4. Financial:

- ☐ Yes ☒ No Is the sewer being extended to the Town's specifications?
- ☐ Yes ☒ No Will the proponent be providing alternative public access to the public sewer such as through easements or the construction of pump stations or mains sized for additional connections?

Up to this date I have NOT seen any proposed plans that allows either of these questions to be properly answered. They would need to design any extension to meet the

Nantucket Standards and Specifications 1.03 Submittal of Plans

TOTAL YES Answers (must equal or exceed 9 for a positive recommendation): **3 three**



2025 Annual Town Meeting Warrant Article 80

Bylaw Amendment:
Board of Sewer Commissioners
Sewer District Map Change

Legend

- 44 Skyline Dr
- Buildings
- Parcel Lines
- Sewer Districts

1 inch = 100 feet

Data Sources:
The planimetric data on this mapsheet is based primarily upon interpretation of April, 2018 aerial photography. It was compiled to meet the ASPRS Standard for Class II Map Accuracy for 1"=100' scale maps.

The data on this mapsheet represents the efforts of the Town of Nantucket and other cooperating organizations to record and compile pertinent geographical and related information utilizing the capabilities of the Nantucket Geographic Information System (NGIS). The NGIS staff maintains an ongoing program to record and correct errors in these data that are brought to its attention. The Town of Nantucket makes no claim as to the absolute validity or reliability of these data or their fitness for any particular use.



Town of Nantucket - GIS Mapsheet



Nantucket governmental agencies will not knowingly approve applications based solely on GIS data. Applications for permits and licenses must include the relevant agency for applicable requirements. The presence of information on this mapsheet does not necessarily imply public right-of-way or the right of public access.

Please send identification of any errors and corresponding corrections to:

GIS Coordinator
Town of Nantucket
2 Fairgrounds Road
Nantucket, MA 02554

November, 2024

Nantucket 2025 ATM

Sewer District Articles

The intent of this document is to clarify the planning status for sewer service as relevant to several proposed 2025 ATM Articles.

Definitions

CWMP Needs Areas – These are the areas recommended in the CWMP to be connected to the town sewer system. The 2014 CWMP recommended 8 Needs Areas.

Zone II Wellhead Protection Area – This is the area in Nantucket where the groundwater was determined by hydro-geologic modeling to be tributary to the Town's water supply wells. See Attachment A.

Town WPZ (Wellhead Protection Zone) – The 2004 CWMP and the 2014 CWMP reference the Town WPZ. The CWMPs identify the Town WPZ as an area directly adjacent to the town water supply well. This area is a subarea within the overall Zone II Wellhead Protection Area. See Attachment A.

WPZ Needs Area – This is a select area within the Zone II Wellhead Protection Area that was recommended in the Sewer Master Plan for connection to the town sewer based on the proximity to the new proposed water supply well. See Attachment A.

Reports

2004 CWMP - The 2004 CWMP recommended that non sewerer properties within the Town WPZ continue the use of on-site septic systems with oversight from the Town under a Septage Management Plan. See Attachment B (Figure from the 2004 CWMP).

2014 CWMP - The 2014 CWMP recommended 8 Needs Areas be connected to the town sewer system. The CWMP also identified 2 Special Areas - the Town WPZ and the Town Sewer District Unsewered properties. The 2014 CWMP maintained the recommendation that non sewerer properties within the Town WPZ continue the use of on-site septic systems with oversight from the Town under the Septage Management Plan. If the continued use of septic systems is found to be compromising the public water supply, the CWMP recommends connecting these properties to the town sewer at that time. See Attachment C (Figure 3-22 from the 2014 CWMP). Attachment D (Table 2-16 from the 2014 CWMP) identifies the Needs Areas and flows included in the Surfside WWTF capacity.

Sewer Master Plan – Based on the location of the new water supply well near the water tower between Polpis Road and Milestone Road, the Sewer Master Plan recommended connecting select properties within the Zone II Wellhead Protection Area to the town sewer. These properties identified as the WPZ Needs Area were selected based on their very close proximity to the new water supply well. See Attachment A.

Sewer Master Plan Supplement - The Sewer Master Plan Supplement evaluated the Zone II Wellhead Protection Area to identify which properties within the Zone II remain on septic systems. A conceptual plan was developed to identify where extensions of the town sewer system would be required to provide service. Large unsewered areas identified in hatched pink on Attachment A are not planned for sewer extension at this time, as these areas were not included in the capacity of the collection system or the Surfside WWTF.

ATM Articles

Article 76 – Rachel Drive, South Shore Road and Felcon Drive

The properties listed in Article 76 are located in the Miacomet Needs Area. This is one of the needs areas recommended in the 2014 CWMP to be connected to the town sewer system. The wastewater flows from these properties were included in the capacity of the collection system and the Surfside WWTF. It should be noted that the gravity sewer on South Shore Road is not available for sewer connections until such time as the South Shore Road Pump Station is constructed at the Surfside WWTF.

The remaining properties in the Miacomet Needs Area will also need to be added to the Sewer District to be able to connect to the gravity sewer in South Shore Road once the pump station is constructed.

Article 77 – 42 Monohansett Road

This property is not located within the Zone II Wellhead Protection Area. It was not identified as a needs area in any of the planning reports. The wastewater flow from this property was not included in the capacity of the collection system or the Surfside WWTF.

Articles 78 and 79 – 13&13A Woodland Drive

These properties are located within the Zone II Wellhead Protection Area. However, they were not recommended for sewer under the 2014 CWMP. The CWMP recommended these properties continue the use of on-site septic systems with oversight from the Town under the Septage Management Plan. If the Town determines that the use of septic systems on these properties will compromise the public water supply, then the CWMP recommendations support connecting these properties to the town sewer at that time. These properties are not identified as needs areas in any of the planning reports. The wastewater flows from these properties were not included in the capacity of the collection system or the Surfside WWTF.

Article 80 – 44 Skyline Drive

This property is located within the Zone II Wellhead Protection Area. As with the Woodland Drive properties, the CWMP recommended this property continue the use of on-site septic systems with oversight from the Town under the Septage Management Plan. If the Town determines that the use of septic systems on this property will compromise the public water supply, then the CWMP recommendations support connecting this property to the town sewer at that time. This property is not identified as a needs area in any of the planning reports. The wastewater flows from this property were not included in the capacity of the collection system or the Surfside WWTF.

ATTACHMENT A

NANTUCKET HARBOR

Zone II Wellhead Protection Area

WPZ Needs Area
Sewer Master Plan

Approximate Town WPZ
2004 & 2014 CWMP

1,000 0 1,000
Scale In Feet

TOWN OF NANTUCKET, MASSACHUSETTS
ZONE II WELLHEAD PROTECTION AREA

SEWERED PARCEL STATUS

FEBRUARY 2025

SCALE: NOTED

Weston & Sampson^{INC}

Legend	
Town Owned / Conservation Parcels	Fronted Parcels (Not Connected)
Non-Sewered Parcels	WPZ Needs Area
Billing Issue Parcels	Non-Sewered Parcels (Not Planned)
Planned Sewered Parcels	Zone II Wellhead Protection Area

ATTACHMENT B

Challenge:

Evaluate alternatives for a 20-year solution to wastewater collection, treatment and disposal needs of the Town.

Solution:

An Island-wide study to maintain and/or improve environmental conditions while determining costs, benefits for long-term sustainability, protection of the sole source aquifer and public health, and preservation of Nantucket Harbor, Madaket Harbor, Polpis Harbor and Sesachacha Pond.

Area of Wastewater Disposal Need
Based on Wellhead Overlay
Protection Zone

Town WPZ

Challenge

- Wellhead Protection Zone
- Private Water Supply & Wastewater Disposal

Solution

- Septage Management Plan

Area of Wastewater Disposal Need
Based on Harbor Watershed Line

Pocomo

Challenge

- Nantucket Harbor Watershed
- High Groundwater
- Private Water Supply & Wastewater Disposal

Solution

- Septage Management Plan

Monomoy

Challenge

- Nantucket Harbor Watershed
- Private Water Supply & Wastewater Disposal

Solution

- Connect into Existing Wastewater System

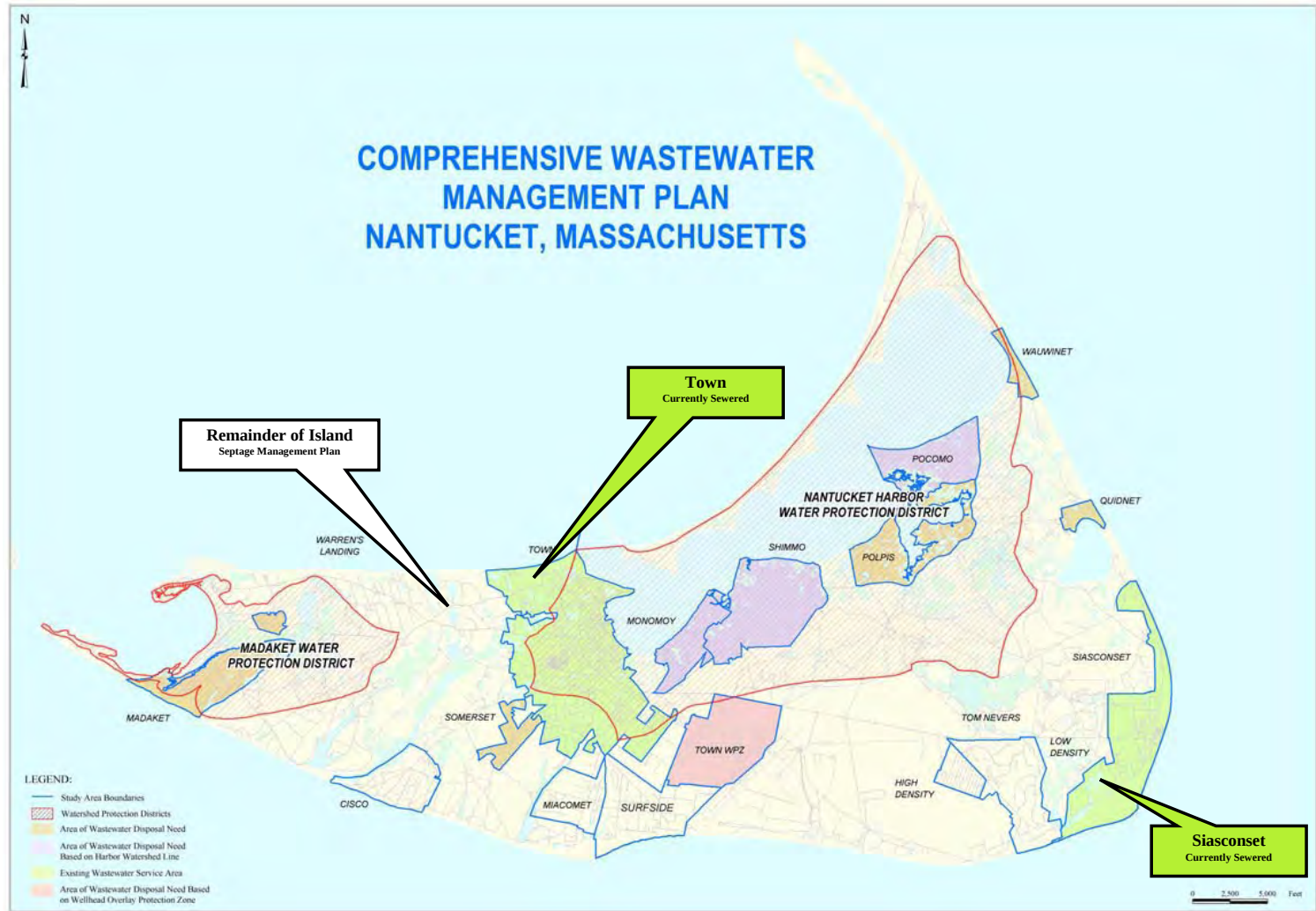
Shimmo

Challenge

- Nantucket Harbor Watershed
- Private Water Supply & Wastewater Disposal

Solution

- Connect into Existing Wastewater System



Area of Wastewater Disposal Need

Madaket

Challenge

- Small Dense Lots
- Madaket Harbor Watershed
- Private Water Supply & Wastewater Disposal

Solution

- Decentralize Wastewater Treatment

Polpis

Challenge

- Nantucket Harbor Watershed
- Degradation of Polpis Harbor
- High Groundwater
- Private Water Supply & Wastewater Disposal

Solution

- Septage Management Plan

Quidnet

Challenge

- Topography
- Small Dense Lots
- Private Water & Wastewater Disposal

Solution

- Septage Management Plan

Somerset

Challenge

- Small Dense Lots
- Private Water & Wastewater Disposal

Solution

- Connect into Existing Wastewater System

Warrens Landing

Challenge

- Madaket Harbor Watershed
- Small Dense Lots
- Private Wastewater Disposal

Solution

- Decentralize Wastewater Treatment

Wauwinet

Challenge

- Small Dense Lots
- Private Water Supply & Wastewater Disposal

Solution

- Septage Management Plan

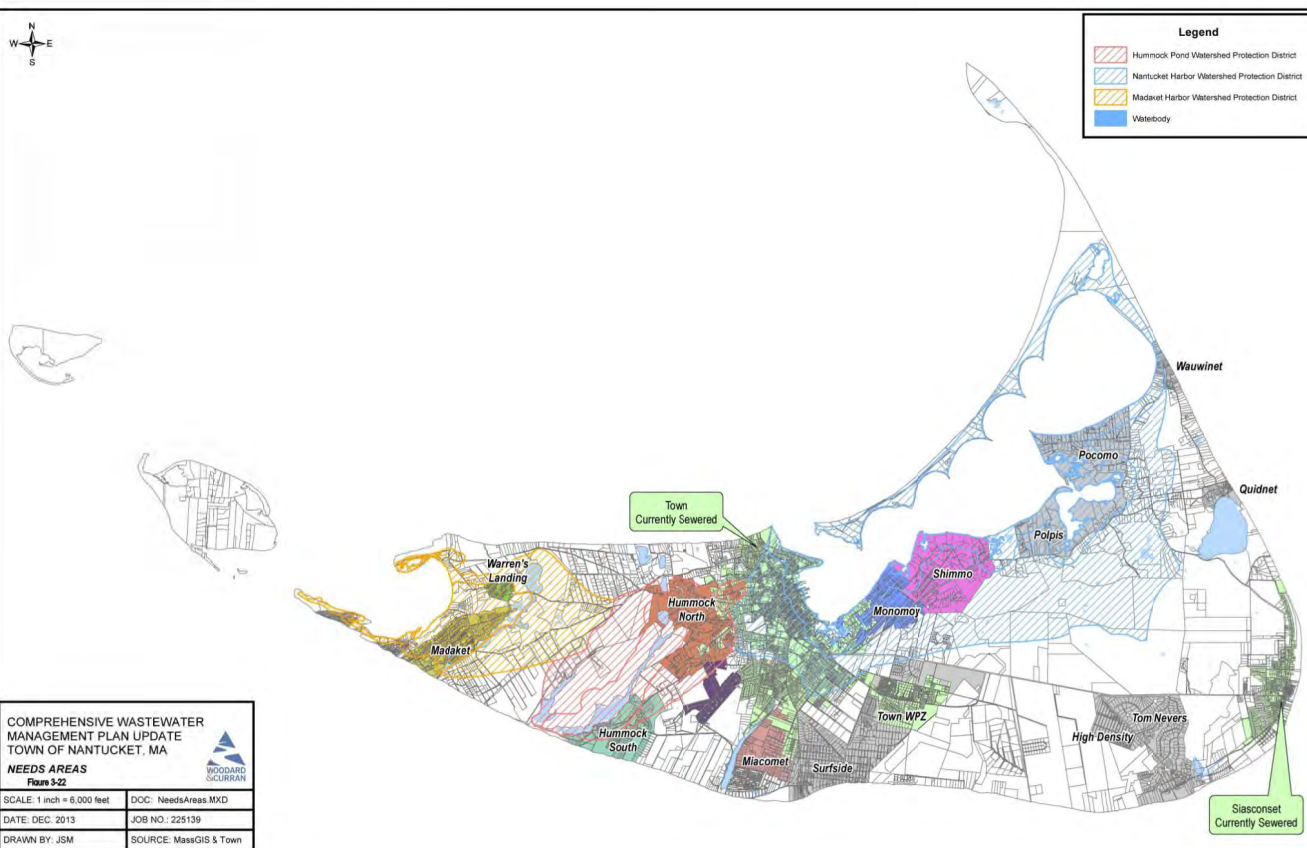
Prepared For: Town of Nantucket, Department of Public Works, 188 Madaket Road, Nantucket, MA 02554

For Additional Information Contact: Mr. Jeffrey Willett, Director, Department of Public Works, 508-228-7244

Prepared By: Earth Tech, Inc., 196 Baker Avenue, Concord, MA 01742, Contact: Mr. Thomas Parece, P.E., 978-371-4142

Date Prepared: June 2003

Town of Nantucket CWMP Update



AREAS RECOMMENDED FOR SEWER SERVICE

<u>MADAKET</u> Drivers: • Draft TMDL – Water Quality • Madaket Harbor Watershed • Small, Dense Lots • Severe Soils • Severe Groundwater • Inability to Meet Title 5 • Inability to Meet Local BOH Regs • Private Water Supply Recommendation: <i>Municipal Sewer at Surfside WWTF</i>	<u>HUMMOCK POND SOUTH</u> Drivers: • Pending TMDL – Water Quality • Hummock Pond Watershed • Small, Dense Lots • Severe Soils • Inability to Meet Title 5 • Inability to Meet Local BOH Regs • Private Water Supply Recommendation: <i>Municipal Sewer at Surfside WWTF</i>
<u>WARRENS LANDING</u> Drivers: • Draft TMDL – Water Quality • Madaket Harbor Watershed – GW Flow Towards Hither Creek Water Quality • Small, Dense Lots Recommendation: <i>Municipal Sewer at Surfside WWTF</i>	<u>MIACOMET</u> Drivers: • Water Quality • Small, Dense Lots • Severe Soil and Groundwater Conditions Recommendation: <i>Municipal Sewer at Surfside WWTF</i>
<u>HUMMOCK POND NORTH</u> Drivers: • Pending TMDL – Water Quality • Hummock Pond Watershed – Head of Hummock Recommendation: <i>Municipal Sewer at Surfside WWTF</i>	<u>MONOMOY</u> Drivers: • TMDL – Water Quality • Nantucket Harbor Watershed – Polpis Harbor TMDL • Severe Soil and Groundwater Conditions Recommendation: <i>Municipal Sewer at Surfside WWTF</i>
<u>SHIMMO</u> Drivers: • TMDL – Water Quality • Nantucket Harbor Watershed – Polpis Harbor TMDL • Severe Soil and Groundwater Conditions Recommendation: <i>Municipal Sewer at Surfside WWTF</i>	<u>SOMERSET</u> Drivers: • Small, Dense Lots • Severe Soil and Groundwater Conditions • Inability to Meet Title 5 • Private Water Supply Recommendation: <i>Municipal Sewer at Surfside WWTF</i>

AREAS RECOMMENDED FOR SEPTAGE MANAGEMENT PLAN

Polpis	Pocomo	Wauwinet
Quidnet	Surfside	
Tom Nevers High Density	Tom Nevers Low Density	

SPECIAL AREAS RECOMMENDED FOR SEWER

<u>TOWN WPZ</u> Drivers: • Town's Wellhead Protection <i>Recommendation:</i> <i>Municipal Sewer at Surfside WWTF IF IMPACTED</i>	<u>TOWN SEWER DISTRICT UNSEWERED</u> Drivers: • TMDL – Water Quality • Nantucket Harbor Watershed – Polpis Harbor TMDL <i>Recommendation:</i> <i>Municipal Sewer at Surfside WWTF</i>
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Attachment D

Table 2-16: Average Daily Flow and Peak Hour Flow

	Flow (MGD)				BOD ₅ Load (lbs/day)		TSS Load (lbs/day)		Total Nitrogen Load (lbs/day)	
	Average Daily - Summer	Maximum Monthly	Maximum Daily	Peak Hourly	Average Daily	Maximum Monthly	Average Daily	Maximum Monthly	Average Daily	Maximum Monthly
Projected by Study / Need Area										
Madaket	0.16				490		560		90	
Warren's Landing	0.03				100		110		20	
Hummock Pond South	0.07				200		230		40	
Hummock Pond North	0.09				290		330		50	
Somerset	0.10				320		360		60	
Monomoy	0.08				260		300		50	
Shimmo	0.06				190		220		30	
Town	0.59				1,800		2,050		330	
Nantucket PLUS	0.07				230		260		40	
Miacomet	0.07				210		240		40	
Subtotal Projected	1.33	1.42	1.82	3.52	4,090		4,660		750	
Projected Infiltration/Inflow (Future)	0.06	0.06	0.06	0.06						
Total Projected	1.39	1.48	1.88	3.58	4,090	4,790	4,660	6,150	750	860
Existing Conditions at Surfside WWTF	1.53	1.64	2.10	4.06	4,990	5,830	3,490	4,610	530	610
Total Projected and Existing (Future Conditions)	2.9	3.1	4.0	7.7	9,100	10,600	8,200	10,800	1,300	1,500

Chapter 396 of the Acts of 2008

AN ACT AUTHORIZING THE ESTABLISHMENT OF THE NANTUCKET SEWER COMMISSION AND SEWER DISTRICTS IN THE TOWN OF NANTUCKET.

Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same as follows:

SECTION 1. The town of Nantucket, acting by and through the Nantucket sewer commission described in section 3, may lay out, plan, construct, maintain and operate a system or systems of common sewers for a part or whole of its territory, as may be from time to time defined and established by adoption by town meeting of one or more by-laws as a designated sewer district under the jurisdiction and control of the sewer commission, with such capacity limitations, connections, pumping stations, treatment plants and other works, as may be allocated in such by-law to such sewer district as required for a system or systems of sewage treatment and disposal, and may construct such sewers and related works in said sewer districts defined and established by by-law as may be necessary. No other sewers shall be constructed in any public roads or ways of the town which are not within the limits of such designated sewer districts and which are not under the control of the sewer commission.

SECTION 2. The town may make and maintain, within sewer districts defined and established as set forth in section 1 in any way therein where common sewers are constructed, such connecting sewers within the limits of such way as may be necessary to connect any estate which abuts upon the way within such district.

SECTION 3. Notwithstanding the provisions of chapter 169 of the acts of 1965, the town may, at any town meeting, by a two-thirds vote, vote that the board of selectmen shall act as a Nantucket sewer commission, or that there shall be a separate Nantucket sewer commission, the members of which shall be appointed by the board of selectmen or elected by popular vote for 3 year terms. The number, constitution and the choice of elected or appointed commissioners of a separate sewer commission shall also be determined by a two-thirds vote of town meeting. If a separate Nantucket sewer commission is established by town meeting, any selectman shall be eligible to serve as a member thereof. Town meeting shall be authorized to change the method of establishment of the Nantucket sewer commission described herein without any limitation on the number of times such commission may be established or re-established as the case may be, by a two-thirds vote. Whenever the phrase "Nantucket sewer commissioners" appears in this act, such phrase shall include within its meaning either the board of selectmen acting as Nantucket sewer commissioners, or the separate appointed or elected Nantucket sewer commission.

SECTION 4. The Nantucket sewer commission, acting for and on behalf of the town of Nantucket, shall have charge of and shall be responsible for the policies, finances, and overall goals of the sewer system, but shall be subject to the charter of the town of Nantucket as to the administration and management of the systems operation and maintenance, and shall be responsible for the good order of all sewers, pipes, pumping stations, treatment and disposal works, and the like. The operations of the Nantucket sewer commission shall be governed by, and any staff or employees shall be considered part of town administration within the meaning of, the charter of the town of Nantucket unless changed or modified pursuant to said charter.

SECTION 5. The board of selectmen acting for and on behalf of the town of Nantucket, after being duly authorized to do so by town meeting, may take by eminent domain pursuant to chapter 79 of the General Laws or otherwise may, utilizing the procedures described in the charter of the town of

Nantucket acquire by purchase or gift any lands, rights of way, or easements, public or private, in the town necessary for accomplishing any purpose mentioned in this act and may construct such sewers under or over any state road, any bridge, pier, tidelands, boulevards or other public way, or within the location of any state land, without the necessity for any formal filings in the registry of deeds, and may enter upon and dig up any private land or any public land or public way, for the purpose of laying such sewers and of maintaining and repairing the same, and may do any other thing proper or necessary for the purposes of this act.

SECTION 6. The financial operations of the sewer system shall be an Enterprise Fund within the meaning of section 53F1/2 of chapter 44 of the General Laws, except as modified herein, and any expenditure from such fund shall be only upon authorization of the Nantucket sewer commission. The town shall, by vote at town meeting, determine whether it shall pay the whole or a portion of the cost of said system or systems of sewerage and sewage disposal, and if a portion, what proportion. If the town votes to pay less than the whole cost, in providing for the payment of the remaining portion of the cost of said system or systems, the town, acting through the Nantucket sewer commission, may avail itself of any or all of the methods permitted by the General Laws; and the provisions of the General Laws relative to the assessment, apportionment, division, reassessment, abatement and collection of sewer assessments or the additional methods set forth in section 8, and as to liens therefor and to interest thereon, shall apply to assessments made pursuant to this act by the Nantucket sewer commission, except that interest shall be at the rate as may be established by the Nantucket sewer commission from time to time.

At the same meeting at which town meeting determines that any portion of the cost is to be borne by the town, it may by vote determine by which of such methods the remaining portion of said cost shall be provided for.

The collector of taxes of said town shall certify the payment or payments of any such assessment or apportionments thereof to the sewer commission or to the selectmen acting as such, who shall preserve a record thereof.

SECTION 7. The revenues received by the fund described in section 6 of this act from sewer assessments, fees, charges, contributions from the town towards the costs of such sewer system as described in section 6, and the like as receipts or revenues, shall be applied to the payment of charges and expenses incident to the design, construction, maintenance, and operation of said system or systems of sewerage and sewage disposal or to the extensions thereof, to the payment of principal or interest upon bonds or notes issued for sewer purposes, or to the payment or redemption of such bonds or notes.

SECTION 8. The Nantucket sewer commission may, in its discretion, prescribe for the users of said sewer systems and disposal works such annual charges, connection fees, assessments, privilege fees, and the like, based on the benefits derived therefrom as such sewer commission may deem proper, subject however, to such by-laws as may be adopted by vote of the town, or as may be provided for in the General Laws. Notwithstanding any law to the contrary, the commission is authorized to impose and collect such charges, fees, or assessments prior to connection or operation of such system of sewers, and may enter into agreements for the payment thereof over such time as the sewer commission shall determine. In fixing the charges to be imposed for said system, the Nantucket sewer commission is authorized to make use of any fee, charge, assessment or betterment provided for by the General Laws and further may take into consideration all costs for ongoing removal of infiltration and inflow of non-wastewater into the system as part of the normal operating costs of the system; may include, in setting privilege fees, capital costs and interest charges applicable thereto; may impose late fees for unpaid billings; may assess a capacity utilization fee to new estates and properties added to a sewer district authorized by this act from outside a designated needs area in addition to any privilege fee; may charge betterments, special assessments, or any other charge to the estates and properties being served by collection system improvements and extensions to pay for all costs for sewer line extensions to serve

new connections, both within the sewer districts authorized by the act and in any areas added to such sewer district; and may impose such charges on properties within a sewer district authorized by the act whether or not such estates and properties are then connected to the sewer system.

SECTION 9. The Nantucket sewer commission may, from time to time, adopt and prescribe rules and regulations for the means of connection of estates and buildings with sewers and for inspection of the materials, the construction, alteration, and use of all connections entering to such sewers, but not including the expansion of districts except as provided in sections 1 and 10, and may prescribe penalties, not exceeding \$300 for the violation of any such rule or regulation. Such rules and regulations shall be available for public review at the sewer commission's designated office during regular office hours. Any changes, deletions, additions or revisions to said rules and regulations deemed necessary by the Nantucket sewer commission from time to time, shall take full effect after a notice of change has been published at least once a week for 2 successive weeks in a newspaper of general circulation in the town of Nantucket, which notice shall detail where and when such revised rules and regulations may be viewed by the general public.

SECTION 10. Notwithstanding any provision of law to the contrary, owners of land not within the sewer districts defined and established pursuant to section 1 of this act shall not be permitted to connect to the town's sewer system except as is set forth in this act. The territory covered by said sewer districts may be amended from time to time by the board having charge of sewers, after a public hearing conducted to consider such amendment, upon approval of the department of environmental protection if otherwise required by law and upon enactment by town meeting of a by-law defining or establishing a new or expanded sewer district. In the event that the board having charge of sewers votes not to amend the territory of any sewer district in accordance with the foregoing sentence, the amendment may nevertheless be enacted in a form of a by-law upon a two-thirds vote of town meeting. Any by-law adopted pursuant to the authority granted to the town of Nantucket by this act may include authorization to the Nantucket sewer commission without a town meeting vote to add to the sewer districts created pursuant to this act properties located within "needs areas" as defined by Nantucket's Comprehensive Wastewater Management Plan prepared by Earth Tech dated March 2004, approved by the secretary of environmental affairs on May 14, 2004, with such conditions and limitations with respect to such authorization as such by-law may provide.

SECTION 11. Notwithstanding anything to the contrary contained herein, the board having charge of the maintenance and repair of sewers may at any time permit extensions, new connections or increases in flow to the sewer system, subject to capacity, to serve municipal buildings or public restrooms or other public service uses as defined by the municipality; provided, however, that such uses may include, but shall not be limited to, affordable housing constructed pursuant to chapters 40B and 40R of the General Laws, without thereby creating any entitlement on the part of any person to connect to such sewer system, and subject to capacity, in order of application, may permit or if in the public interest, may require, extensions, new connections or new flow to the sewer system within such districts.

SECTION 12. This act shall take effect as of July 1, 2008.

Approved December 17, 2008

Return to:

List of Laws passed in 2008 Session

February 27, 2025

Nantucket Select Board
16 Broad Street
Nantucket, MA 02554
Via Email: townmanager@nantucket-ma.gov

RE: Annual Town Meeting
Sewer Warrant Article Review

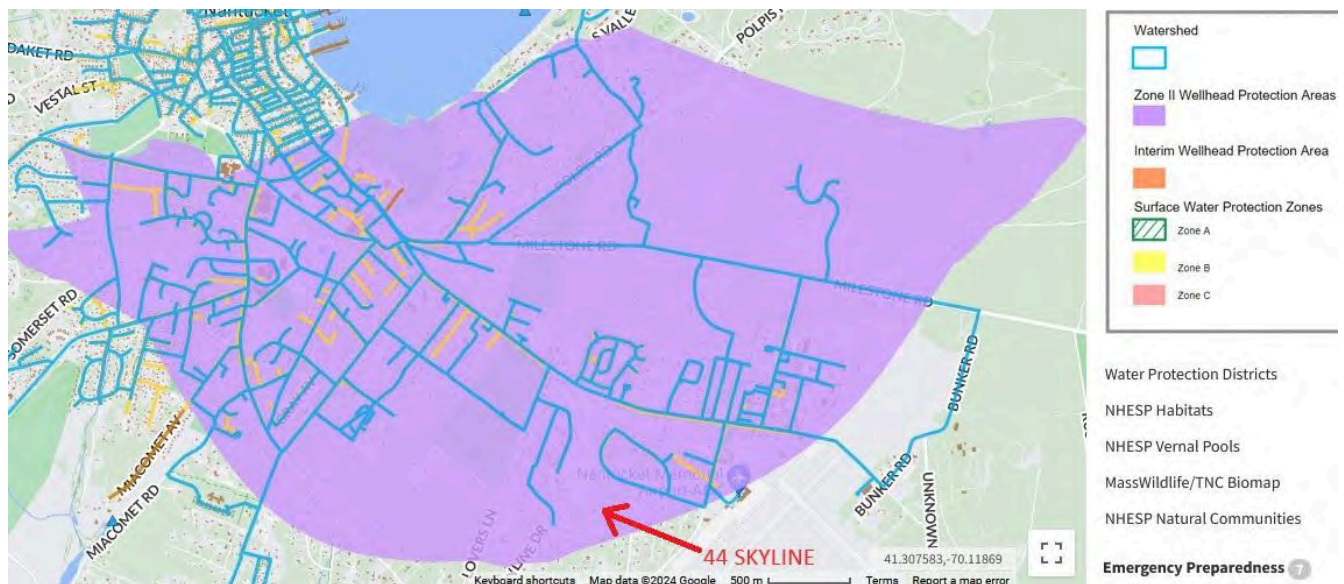
Dear Board Members:

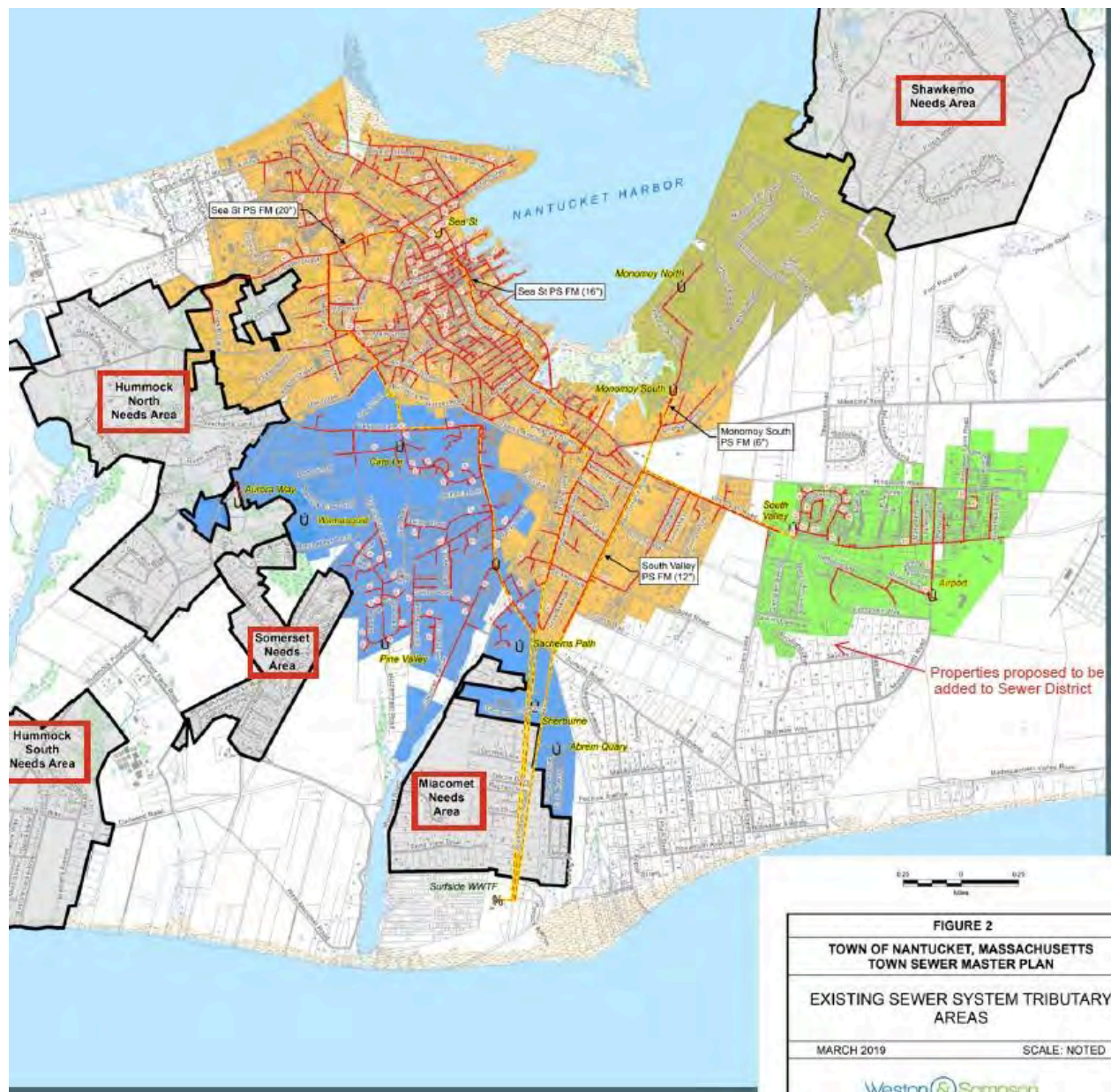
I am writing to express my concern and opposition to the addition of 13 & 13A Woodland Ave & 44 Skyline Drive to the Sewer District as proposed by citizen articles 79 and 80. I respectfully request that you support a negative recommendation on both articles, as further detailed and justified below.

The proposed change will significantly increase the density of development on the properties, and result in unnecessary overburdening of existing sewer infrastructure without a justifiable improvement of environmental protection.

These properties could be developed utilizing on-site septic systems, or even Innovative Alternative (I.A.) septic systems if environmental protection is the actual goal. However, that is not the case. The goal of the developers is the elimination of bedroom limitations that exist with septic systems, but not on town sewer.

The proponents assert that these properties should be included in the sewer district simply because of location within the Public Wellhead Recharge District (PWRD), however the PWRD is not a Sewer Needs Area. The below figure depicts the PWRD in purple, with existing sewer infrastructure shown in yellow. If the Select Board supports the addition of these properties on this basis, can all properties within this area not currently on sewer expect similar treatment?





More importantly, the proposal is not consistent with the Sewer Master Plan. Specifically, the sewer districts were established to preserve capacity at Surfside Wastewater Treatment Facility to serve the most environmentally sensitive areas. The Sewer District Master Plan Map identifies the Needs Areas for that very purpose, which the proposed properties are not part of, and were not accounted for in the sizing of the treatment plant.

Further to that is consideration of the sewer infrastructure that would be needed to serve these lots. The 13 Woodland Ave proposal includes an unknown and unlimited number of bedrooms, plus whatever would be built on 44 Skyline Drive. All that flow would likely be directed to the pump station in Naushop, further overburdening existing infrastructure.

The sewer article review checklist provided to you was properly completed by your Sewer Director which determined that the articles do not meet the criteria to recommend inclusion in the sewer district.

On a point-by-point basis –

1. There is no affordable housing project approved or applied for on these properties. The possible scenario that one may be built, should not preemptively qualify. **Therefore, it should not get the point on the checklist.**
2. The lot size of 13 & 13A Woodland Ave is approximately 209,405 sf and 44 Skyline Drive 100,525-sf. These are not less than 40k sf. It is unreasonable to base a decision to provide the point on the basis that the lots may someday be able to be created at a smaller size with a zoning district change. While an ANR plan was approved in September dividing 13 Woodland, it has not been recorded at the Registry of Deeds or filed with Assessor for taxation as multiple lots less than 40k sf.. **Therefore, it should not get the point on the checklist.**
3. Innovative/Alternative (I.A.) Technology septic systems are not required within the Public Wellhead Recharge District (PWRD). In fact, attached is a permit issued in 2016 for a conventional (non-I.A.) septic system at 13 Woodland Drive. Also a septic permit was issued last year for a conventional (non-I.A.) septic system nearby within the PWRD at 54 Skyline Drive, per current regulations. **Therefore, it should not get the point on the checklist.**
4. The proposal is not compliant with the 2009 Master Plan which promotes denser development in the Town Overlay district, not the Country Overlay District where these properties are located. **Therefore, it should not get the point on the checklist.**

The capacity of the treatment plant should not be used to promote development, especially when it does not serve to protect one of our sensitive environmental resource areas.

In summary, this is best stated by the Town Manager comment on the warrant articles –

Do not recommend. This property is not in a Needs Area and as such is not included in the treatment capacity calculation of the Surfside WWTF. It would take a professional engineering review to determine if capacity is available. Infrastructure would need to be designed, constructed, funded (privately) and approved by the Town and DEP.

Please support your Sewer Director and the Town Manager by providing a negative recommendation on both articles which are contrary to the best interests of our community, as well as the goals and objectives of the Sewer Master Plan.

Thank you for your time and consideration.

Sincerely,
Arthur Gasbarro, PE, PLS

A handwritten signature in blue ink, reading "Arthur D. Gasbarro". The signature is fluid and cursive, with the first name "Arthur" being the most prominent.

Departmental Update

Health & Human Services

Roque Miramontes, Public Health
Director

Jerico Mele, Human Services Director

3/5/2025



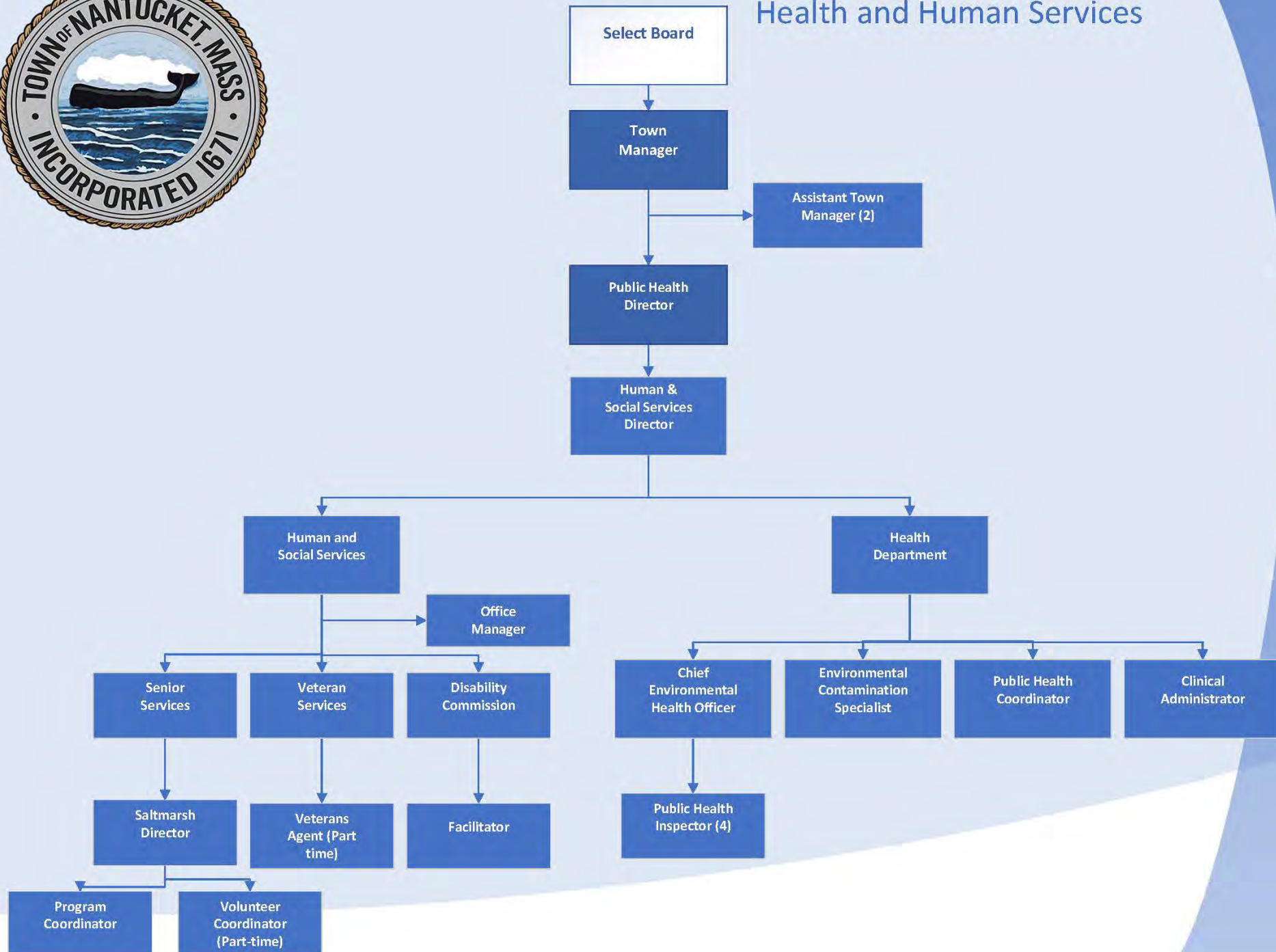
Health & Human Services Department

The mission of the Department of Health and Human Services (HHS) is to enhance the health and well-being of all Nantucketers, to provide effective health and human services by fostering sound, sustained advances in the sciences underlying medicine, environmental and public health, and social services.

Specific focus areas and responsibilities include monitoring and controlling the spread of disease, providing public health education and outreach programs, and conducting inspections to ensure compliance with health standards. Additionally, the department collaborates with local partners to provide assistance to vulnerable populations through coordination of social services throughout the community.



Health and Human Services



Budget Comparisons

	2022 Actual	2023 Actual	2024 Actual	2025 Budget	2026 Budget
Payroll					
Salary & Wages	\$888,683	\$1,250,641	\$1,211,761	\$1,338,243	\$1,282,280
Medicare	\$14,797	\$17,862	\$16,090	\$19,335	\$20,113
Overtime	\$1,408	\$322	\$1,962	\$1,500	\$0
PAYROLL TOTAL	\$904,888	\$1,268,825	\$1,229,813	\$1,359,078	\$1,302,393
Operating					
Professional Services	\$64,033	\$79,048	\$165,570	\$108,188	\$107,955
Other Chgs & Exp	\$20,899	\$25,492	\$18,563	\$28,500	\$30,650
Supplies	\$14,415	\$15,804	\$23,342	\$26,440	\$24,950
Travel	\$1,686	\$11,275	\$10,647	\$14,450	\$14,200
Repair & Maintenance	\$1,969	\$2,933	\$929	\$16,000	\$6,000
Leases & Equipment	\$6,461	\$2,883	\$2,669	\$4,500	\$5,000
Utilities	\$3,348	\$3,548	\$3,033	\$2,100	\$2,100
OPERATING TOTAL	\$112,810	\$140,982	\$224,753	\$200,178	\$190,855
TOTAL	\$1,017,698	\$1,409,807	\$1,454,566	\$1,559,256	\$1,493,248

Health Department Regulatory Role

- **Permitting**
 - Restaurants & Food services
 - Summer camps
 - Septic
 - Pools
 - Lodges
 - Tobacco
 - Private wells
- **Inspections**
 - Housing complaints
 - Short-term rentals
 - Beach water sampling
- **Board of Health agent**

Human Services

- **Human Services is split into three operational units: Human Services, Senior Services and Veteran's Services**
 - **The Human Services division manages, administers and improves local grant writing efforts, reacts to emergent public health issues, coordinates efforts across various agencies, facilitates new service delivery methods or providers and monitors the community for issues. Its director is Jerico Mele.**
 - **Elder Services operates the Saltmarsh Senior Center, coordinates senior facing services with residents, hosts the congregate lunch program for local seniors and provides a variety of health and wellness services for seniors.**
 - **Veteran's Services provides assistance and resources for local seniors and operates out of the Veteran's of Foreign Wars facility on New Town Road.**

FY25 Goals & Initiatives

- **Collaborate with Solid Waste Manager for Solid Waste reduction measures (plastics ban).**
 - **Bring awareness of the Nantucket single-use plastics regulation to commercial establishments.**
- **Implementation of short-term rental regulations.**
 - **Begin registration of short-term rentals in the host-compliance software.**
- **Expand public health nursing services.**
 - **Increase vaccinations to include at least one other vaccine category (e.g., MMR, flu).**

FY26 Goals

- **Align current Health and Human Services activities with Town strategic goals to improve focus on new or ongoing high priority projects.**
- **Improve the accuracy and completeness of the Nantucket short-term rental database.**
- **Expand vector-borne disease surveillance on Nantucket.**

Accomplishments

Expand Public Health Nursing

- This year marked an expanded relationship with the Visiting Nurses Association, providing public health vaccination clinics for flu and COVID, maternal and childhood health, med management and a variety of outreach and screening services to island locals.
- Public Health Nurses have been embedded with Our House to monitor youth health issues and provide necessary services.
- Public Health Nursing services have assisted with behavioral health responses around gatekeeping training.
- Expanded disease monitoring and observation
- Integration of regional epidemiology resources into local public health nursing program.

Accomplishments

- Brought awareness of the Nantucket single-use plastics regulation to commercial establishments.
- Short-term rental registration established
 - GovOS
 - FAQs updated
 - 888 current registrations
 - Enforcement deferred to a later date
- Expanded combined influenza/COVID vaccine clinics on island.
 - 6 clinics in 2023
 - 1195 persons vaccinated
 - 2 clinics in 2024
 - 650 persons vaccinated, 1065 total doses
 - Flu total for island = 4217 Source MIIS

FY 26 EIR

- **Short Term Rental Compliance Coordinator: \$75,421 - Due to the volume of work created by the short-term rental regulations, a new position is being requested to oversee the process.**

Key Projects – Active

- The identification of Per- and Polyfluoroalkyl Substances (PFAS) on Nantucket will require a multi-pronged strategy to mitigate the exposure of these “forever chemicals” on the island.**
- Expansion of Tick-borne Illness Workgroup, in collaboration with researchers from MIT and Tufts.**
- Integration of DPW Mosquito surveillance program with State arbovirus monitoring.**
- Shared services collaboration with Martha’s Vineyard jurisdictions.**
- Improved infectious disease reporting and follow up.**
- Improved influenza vaccination reach on the island.**
- Successful training of cadre of QPR Gatekeeping teachers for community support.**
- Provision of specialized behavioral health trainings to island non-profits.**
- Completion of Contract Review Committee grant study.**
- Contracting for island-wide Community Needs Assessment.**

Challenges and Opportunities

- **Challenges:**
 - **Disease data access**
 - **Outbreak response capacity**
 - **Availability of grant funding**
- **Opportunity:**
 - **Improved vaccine reach (flu and COVID)**
 - **Expanded environmental contamination surveillance**

Questions?



Town Administration Departmental Update

March 5, 2025



Agenda

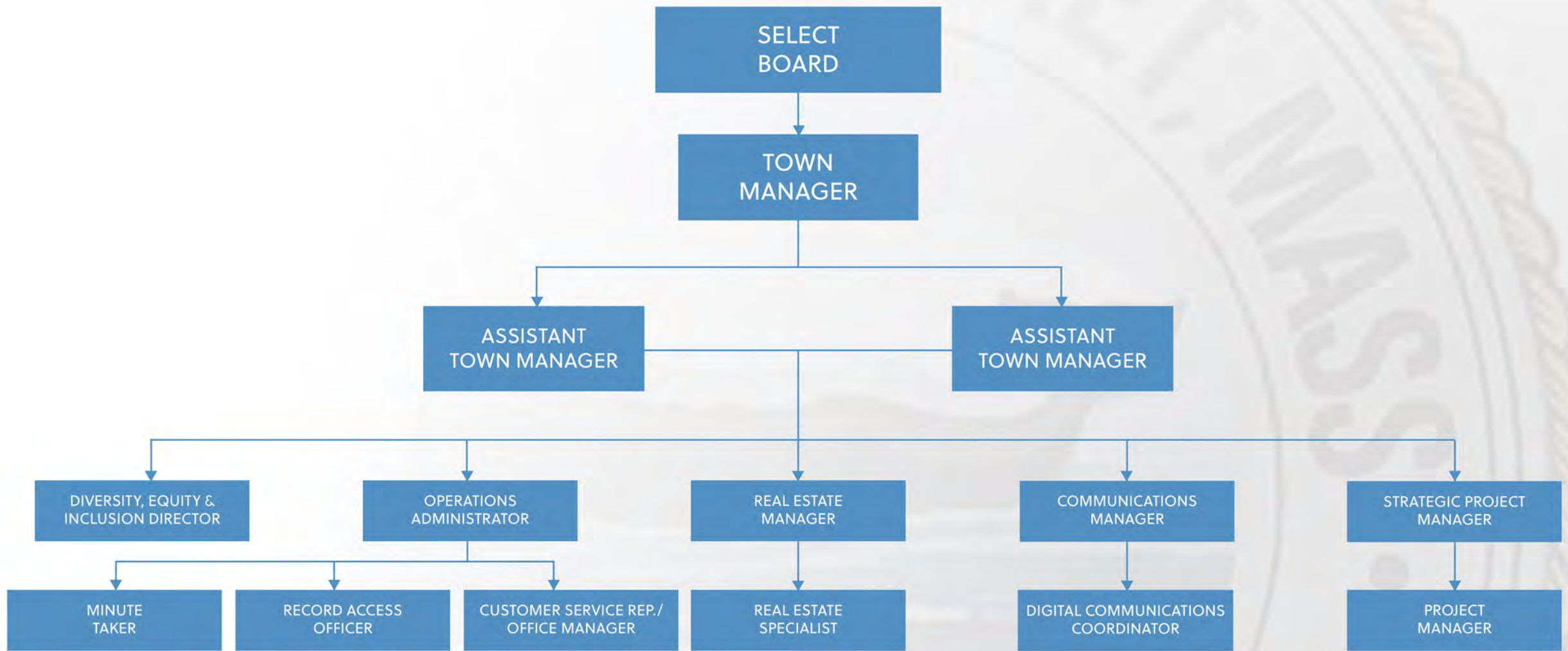
- 1. Evolution of Town Administration**
- 2. Organizational Structure**
- 3. Divisional Updates**
- 4. Project Sample**
- 5. Recent Achievements**
- 6. Challenges**
- 7. Opportunities**
- 8. Appendix**



THE UNEXPECTED!

1. Evolution of Town Administration
2 Staff → 9 Staff
Dept of Last Recourse
Open Meeting Law
Social Media
Central Fleet
Public Records/FOIA
JuComms Office
Civility
Coastal Resiliency
Housing Office
Planning
Succession
Procurement
Requirements and Restrictions
Laws

Climate Change
Hybrid Meetings
Special Projects
Project Managers
Energy Office
Misinformation
Marijuana Regs/Laws
Annual State Report
Crisis Management
Facilities Management
Remote Management
Sustainability
Strategic Plan
Office of Sustainability
State Office
Day-to-day
Polyfluorinated Substances
The 3 "R" S – State Regulations, Requirements and Restrictions



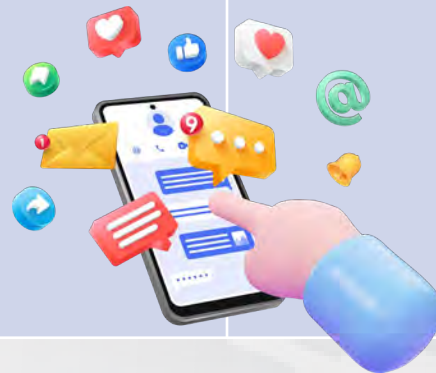
2. Operating Areas of Town Administration

- **Administration:** Operations--Erika Mooney; Public Records and Committee Coordination--Maureen Coleman; Customer Service/Office Manager--Katie Cabral
- **Assistant Town Managers:** Special Projects--Gregg Tivnan; Administration--Rick Sears
- **Real Estate:** Tracy MacDonald, Bob Bystrowski
- **Project Management:** Chuck Larson, Kevin Manuel
- **DEI:** Request for Proposal issued
- **Communications:** Florencia Rullo plus 1 vacant position

3. Communications Division

The Division oversees the Town’s digital platforms, producing public information, announcements, and visual content while managing media requests, email campaigns, and mass notifications.

WEBSITE	ZENCITY/ENGAGE	SOCIAL MEDIA	YOUTUBE	ENEWS/ EMAIL LISTS	MULTILINGUAL /ADA EFFORTS
• 52k individual users • 860k unique visits • 100 visits per hour	• 25 engagement projects • 15 projects/initiatives surveys • 1 community survey • 1 Strategic Plan survey	• 2.8M impressions • 38.9k followers • 41.7k interactions • 230.5k views • 1200 posts/year	• 2.9k subscribers • 4.5k videos	• 49k total sends Key newsletters: • Town Manager (monthly) • Housing Office (quarterly) • Annual Town Meeting • As needed: Offshore Wind, Transportation, Sustainability	Over-the-phone: • 321 calls • 5.8k minutes • Spanish: 76%, Portuguese 20%, other 4% Other multilingual services provided: • Document translation • Interpreter services • Website language dropdown menu Town website: ADA-compliant accessibility widget



3. Real Estate Division

Real Estate supports Town Administration on a variety of real estate matters including:

- Prepares Town Meeting warrant articles; leases/licenses negotiation and documentation
- Manages and facilitates the Town's yard sale program
- Supports real estate activities of the Affordable Housing Trust
- Supports all departments on projects with real estate-related matters



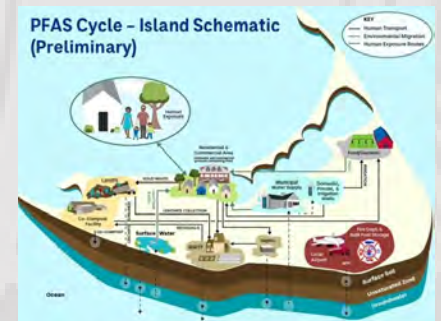
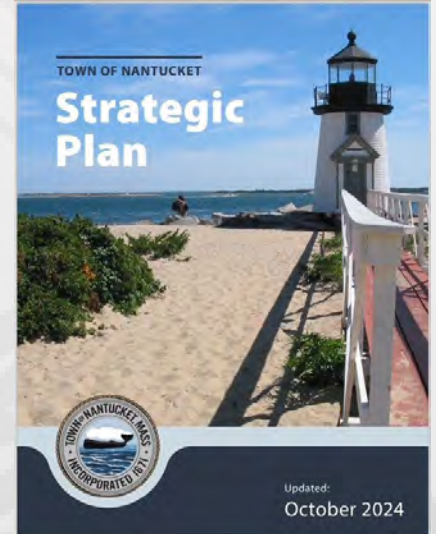
- Easements
- Title searches
- Encroachments
- Filings
- Land Court Registration
- Acquisition evaluation



3. Project Management Office (PMO)

The PMO coordinates projects and activities for Town departments and external organizations to improve planning and execution. It aims to ensure better communication and reduce delays. Projects include:

- Waitt Drive/Seasonal Workforce Housing
- PFAS Remediation/DEP Coordination
- Municipal Parking Lot Improvements
- Somerset Needs Area Sewer Extension Project
- Project Management Tool Selection/Implementation
- Document Digitization
- Select Board Strategic Plan



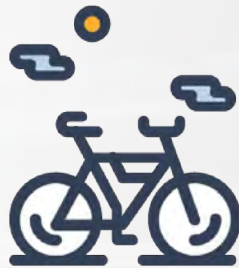
Select Board Strategic Plan

The [Select Board Strategic Plan](#) provides an effective roadmap for prioritizing Focus Area goals. The Plan has 19 discrete goals, and over 60 initiatives associated with those goals.

- These initiatives are in addition to business-as-usual departmental activities
- The Plan has been adopted and revised annually since 2018
- The Plan's Organizational Values adopted in 2024 include Customer Service, Compassion, Integrity, Accountability and Stewardship



HOUSING



TRANSPORTATION



ENVIRONMENTAL
LEADERSHIP



EFFICIENT & EFFECTIVE
TOWN OPERATIONS



HEALTHY & VIBRANT
COMMUNITY

4. Sample of Other Key Projects

- **New Our Island Home**
- **New DPW facility**
- **Solid Waste operator RFP**
- **Surfside Area Transportation**
- **Milestone Road path extension**
- **Classification and Compensation**
- **Personnel issues**

- **Third Sewer Force Main**
- **Coastal Resilience Plan**
- **'Sconset Beach Preservation Fund**
- **Baxter Road alternative access**
- **Surfside Crossing**
- **Vessel Speed Restriction**
- **Turbine blade failure**

5. Recent Achievements

Despite widespread challenges, significant progress was made across many areas:

- Hired several senior staff
- Reorganized and staffed Housing and Real Estate offices; hired additional staff
- Established Project Management Office; hired additional project manager
- Implemented (and refreshing) non-union Classification and Compensation study



5. Recent Achievements Cont'd

- Executed several staff events organized by employee Leadership and Morale groups
- Increased the inventory of Town employee housing
- Advanced new OIH facility project
- Developed Strategic Communications Plan
- Issued new Solid Waste Facility operator RFP
- On target for late-May occupancy of Waitt Drive seasonal employee housing



6. Challenges: Town Administration

Staff resources need to match increasing demands on the department.

- **OML compliance**
- **Minutes**
- **Regulatory complexity**
- **Stress Management**
- **The unknowable events**

- **“Capital Collision projects”**
- **Communications / Outreach**
- **Public records requests**
- **Operations support**
- **Committee support**

6. Challenges: Committee Coordination

Staff resources need to match increasing demands on the department.

REQUIREMENTS	CHALLENGES
OML Compliance	Strict daily posting deadlines disrupts office routine
Timely posting of agendas / minutes	High volume of meetings (1,200 per year) requires time / coordination
Location scheduling / coordination of Zoom, NCTV	Arranged by Town Administration, more workload
Support for 15-20 committees, boards, commissions	+15 minutes per meeting posting, 300+ hours annually
Capacity to handle up to 16 meetings postings per day	4+ hours on some days, impact on other responsibilities

6. Challenge: Public Records Requests

Public requests have increased 6-fold annually since 2017 (103 to 623)

- Complexity of requests varies greatly, from sewer permit information to complex, open-ended requests for all email or documentation regarding “Vineyard Wind” or “Surfside Crossing”
- Broadly worded requests can require up to 55,000 e-mails for review. There are dozens and dozens of requests each year and can require review of hundreds of emails per request
- As a result, responding to public records requests has become a full-time responsibility in Town Administration
 - It is a highly stressful role, requiring extreme focus

A Guide to the Massachusetts Public Records Law

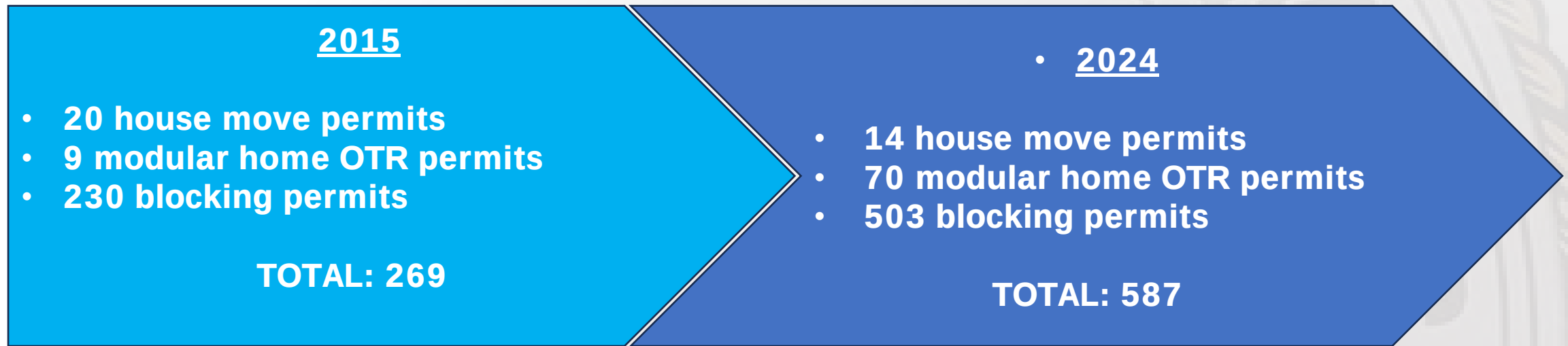


Published by
William Francis Galvin
Secretary of the Commonwealth
Division of Public Records

Updated January 2017

6. Challenge: Over-The-Road & Street and Sidewalk Blocking Permits

Permits are reviewed and authorized by the Operations Administrator



- Permits require considerable review, including schedule conflicts, weather impacts, abutter notification, and coordination with utilities and haulers
- A single house move on Washington Street required more than 10 hours of the Operations Administrator's attention to minimize disruption along a key transportation route

6. Challenges: Communications Office

As digital communication evolves, the Town must balance increasing public expectations with the challenges of limited resources, rapid technology shifts, and growing demands for crises and multilingual messaging

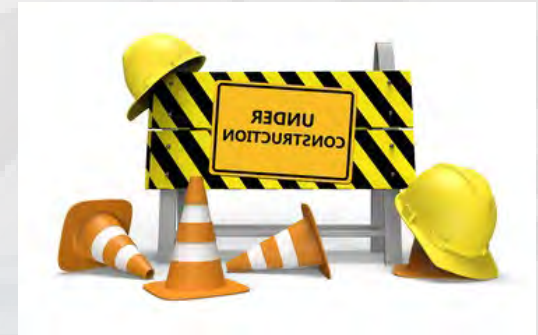
REALITY	CHALLENGES
Information consumption is increasingly digital	Keeping pace with technology changes in digital platforms
Adults 18+ spend 143 minutes per day on social media	Meeting public expectations for timely, engaging content
67 % of Town survey respondents prefer social media for news	No dedicated social media staff
Crises/emergencies require fast communication	Increase demand for fast, reliable messaging
Growing need for multilingual communication	Ensuring translations are accurate and timely
Increased in local and national media outlets	Higher volume of media inquiries
Fast news cycles demand rapid response	Balancing speed with accuracy and messaging consistency
Rise in public expectations for transparency and engagement	Balancing public engagement while managing staffing and workload constrains

6. Challenge: Capital Collision Projects

- Town Administration and the Finance Department have highlighted the “collision” of significant projects in the Capital Improvement Plan
- The confluence of these projects creates at least three major challenges:



- Financing constraints
- Residential property tax pressure
- Execution resources



- The amount of Town Administration staff resources to execute these projects should not be underestimated. The new OIH project has consumed hundreds of hours of staff time

7. Opportunities

- Grow Housing Department...recruiting Deputy Director
- Reduce Real Estate backlog...added second real estate specialist
- Fill Committee Coordinator role
- Refine remote workers policies, IT and administrative support
- Develop into a statewide leader in PFAS-related matters
- Continue to refine approach to public outreach
- Evaluate use parameters of Artificial Intelligence
- Add project management discipline to accomplish strategic goals
- Refine Classification and Compensation framework and other retention strategies





www.nantucket-ma.gov

TOWN MANAGER						
Major Duties: Enforce Town Charter, support Select Board, Town operations, ATM/STM, state/fed compliance/reporting, TA department management, executive leadership, policy creation/implementation, strategic planning, budget oversight, capital and infrastructure, staff supervision, department head management, conflict resolution, intergovernmental relations, collective bargaining, public face, crisis management, community engagement, performance management, other TBD.						
ASSISTANT TOWN MANAGER (2)						
Major Duties: Support TM, daily oversight of Town operations, TM in absence of TM, support Select Board, budget development, capital planning, TA department support, townwide departmental support, troubleshooting, policy development, messaging, project management, procurement, public engagement, human resources, collective bargaining, strategic planning, performance management, conflict resolution, committee support, represent Town, customer service, TBD.						
DIVISION:	TOWN ADMINISTRATION OFFICE			REAL ESTATE	PMO	COMMS
	Major Duties: Town "411", department operations (API/AR, payroll, purchasing, budget management, etc.), customer service (walk-ins, phone, email, residents, Town staff, media), public records, OML compliance, ATM/STM, Select Board and committees support, general office management (queries, scheduling, mail, Townwide staff support), special projects, remote employee support, over-the-road, building management, crisis management support, troubleshooting			Major Duties: Support Town Admin on array of real estate matters: Warrant article, facilitate lease/fic negotiations, documentation, Yard Sales, support AHTF, easements, titles, filings, recordings, monitor all projects with real estate or zoning matters	Major Duties: Project management leadership and expertise, project portfolio, support strategic initiatives, best practices, CIP integration, database mgt., reporting, analysis, special projects	Major Duties: Promote transparency and public confidence, encourage participation, support strategic initiatives, messaging, digital media, outreach and education, media relations
DIVISION MANAGER:	OPERATIONS ADMINISTRATOR			REAL ESTATE SPECIALIST	ATM SPECIAL PROJECTS	COMMS MANAGER
FUNCTIONS:	OFFICE OPERATIONS	EXECUTIVE ASSISTANT	PUBLIC RECORDS	REAL ESTATE	PROJECT MANAGEMENT	COMMUNICATIONS
STAFF:	Ops Administrator Minute Taker	Executive Assistant	Records Compliance Officer	Real Estate Special. (2)	ATM Special Proj. Project Manager (2)	Communications Mgr. Digital Media Coord.
REPORTS TO:	Town Manager	Operations Administrator	Operations Administrator	Town Manager	ATM Special Projects	ATM for Administration
ROLES:	(above) Select Board: - Weekly & XS - AD Hoc Mtgs - Prep Mtgs - Agendas - Packet prep - Posting - Minutes - Follow Up Mtgs Town Report Minutes Over the Road Building Manager Utility Coordination Special Projects Project Management Backup: -Executive Asst Officer Staff Management: -Executive Asst Officer	(above) Daily Ops Support Support Town Mgr. Cabinet Select Board Scheduling TM Email Account MUNIS Payroll AP/AR Purchasing PO Management Contracts Mgt Budget Tracking Backup: - Ops Admin - Records Ofc Employees Special Projects Dept Records Catch-all support	(above) Daily Ops Support R.A.O. FOIA Requests: - JustFOIA - Daily Tracking - Processing - Compliance - Public Support OML Training OML Violations Records Mgt. Reporting Backup: - Ops Admin - Exec Asst Support: - Questions - Postings - Agendas - OML - Disputes - Troubleshoot.	Real Estate Projects Database Easements/Takings Warrant Articles Leases (non-housing) REAC Staff Liaison Yard Sale Program Encroachments Presentations Reporting/Tracking Town Manager Rep. Eval & Analysis Recommendations Support Housing RFP/procurement	Special Projects PMO Database Portfolio Mgt.. CIP Tracking "PMBOK" Owner Resources Mgt Strategic Planning Coord. Training Risk Management Cost Tracking Supp. Reporting Strategic Analysis Procurement management	Support TM Support SB TM Outreach TON Outreach Promote Transpar. Language translation Develop Messaging All Platforms Daily Comms Comms Strategy Special Projects Forums and Events Branding Comm. Engagement Public Relations Tracking + monitoring local social media Contract Mgt: -Pierce Cote -Globo -CivicPlus -ZenCity Website management

Appendix



Mission and Goals

Mission

Our mission is to foster a vibrant and inclusive community by providing transparent, accountable, and efficient town administration.

We are dedicated to enhancing the quality of life for residents, promoting sustainable economic, environmental and social development, and ensuring the well-being of our community through collaborative governance, responsible resource management, and a commitment to innovative and more efficient execution.

Mission and Goals, cont'd.

Goals

1. Support the Select Board's strategic planning priorities and develop implementation strategies for each goal
2. Plan and execute major capital projects, including the new Our Island Home, new DPW facility and Surfside Area Roads reconstruction
3. Continue to develop plan(s) to address seasonal and full-time Town employee housing in support of recruitment and retention program
4. Continue to execute programs designed to reduce vacant positions and increase employee retention
 - Ensure Town employees are compensated fairly, and wages reflect Nantucket's high cost of living

Mission and Goals, cont'd.

Goals

5. Ensure a seamless transition to the new waste services operator
6. Evaluate options to reestablish and embed Diversity, Equity and Inclusion in Town staff how engage with one another
7. Standardize and prioritize strategic communication
8. Standardize and strengthen branding efforts
9. Improve digital communication tools and processes

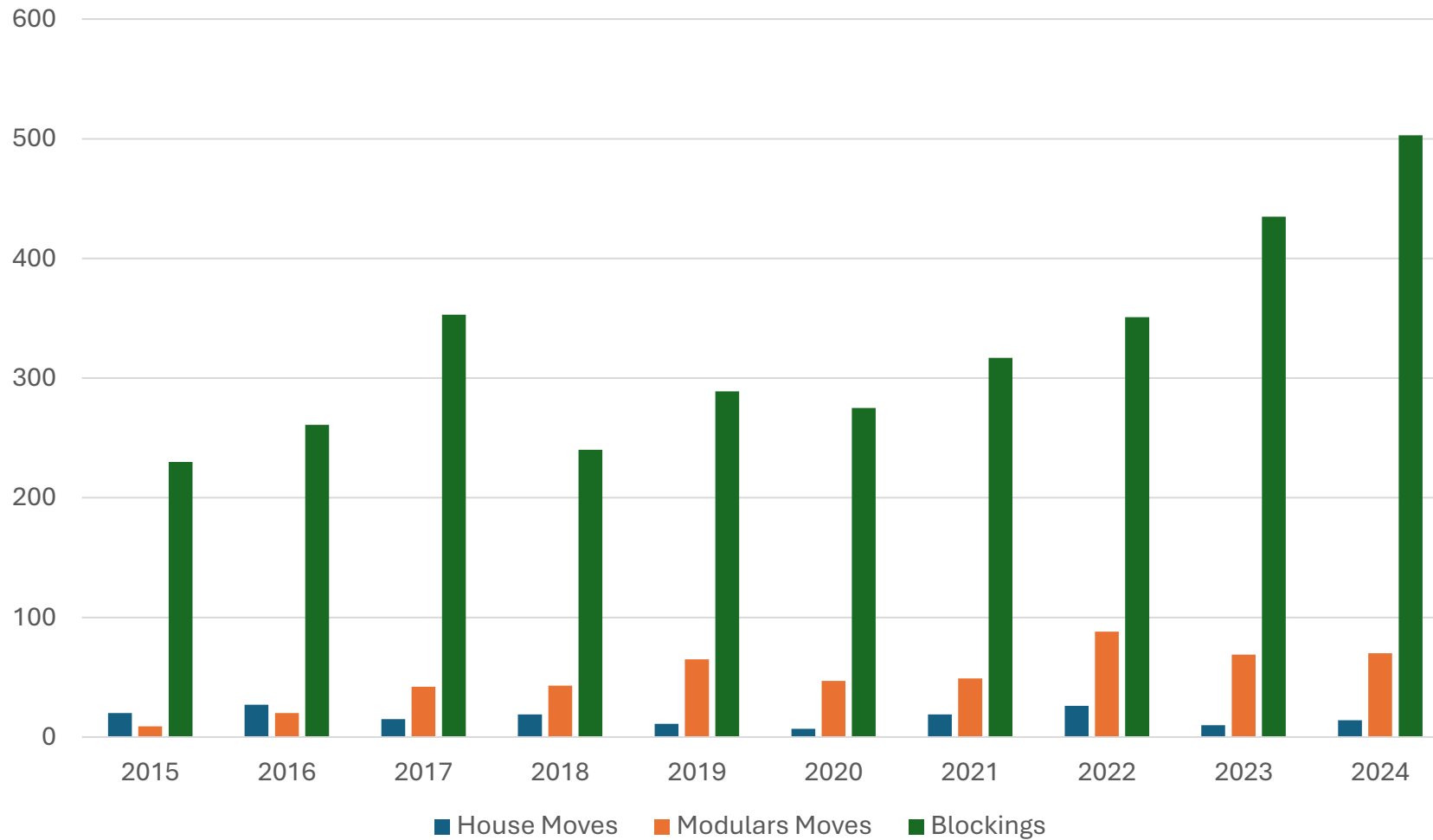
Public Records Request Example

“All communication mentioning PFAS, including letters from Mass DEP to the airport, select board and board of health from 11/2019 through 12/2023. With copies showing letters were received by Select board and Board of Health.”

- Email request comes into Town Administration
- Where confidentiality concerns exist, request is forwarded to Town Counsel
- When Counsel guidance is received, request parameters are sent to IT
 - IT Director then does email search; turnaround time for this step is 1-4 days
- Sort emails into Confidential, Responsive and Nonresponsive folders under Airport, SB and Health.
- Send a link of responsive emails to Airport, SB and Health representatives for editing.
- Send requestor links after approved by department.

The first capture yielded 55,000 emails. After communicating with the requestor, the search was narrowed to Airport personnel & PFAS, from 2019-2021 yielding 25,000 emails. Airport Counsel provided a fee estimate to review and redact privileged communications and personal information. The requestor declined to pay for emails.

10-Year Permit Comparisons



Budget Summary

Fiscal Year 2025

- Operating expenses are budgeted at \$1,316,376
- Payroll expenses are budgeted at \$2,015,535
- EIRs and Capital
 - EV Replacement Vehicle \$45,000 (One-time)
 - Grant Application Support \$100,000 (One-time)
 - Project Management Software & Support \$175,000 (One-time)
 - Coastal Resiliency Planning \$1,250,000 (Capital)

Fiscal Year 2026

- Operating expenses are budgeted at \$922,376
- Payroll expenses are budgeted at \$1,759,224
- EIRs and Capital
 - Real Estate Position
 - Per – and Polyfluoroalkyl Substances (PFAS) \$1,000,000 (Capital)

Budget Detail: FY 2025

Line Item	FY25 Budget	YTD as of 1/31	% Used
Salaries	\$1,949,670	\$911,730	46.8%
Overtime	\$20,000	\$18,300	91.5%
Medicare	\$29,865	\$12,937	43.3%
Deferred Compensation	\$16,000	\$1,000	6.3%
Total Payroll	\$2,015,535	\$943,967	46.8%

Budget Detail: FY 2025

Line Item	FY25 Budget	YTD as of 1/31	% Used
Safety Deposit Box	\$ 76	\$ 60	78.9%
Professional Services	\$ 1,116,000	\$ 335,945	30.1%
Advertising	\$ 15,000	\$ 6,002	40.0%
Printing	\$ 22,000	\$ 397	1.8%
Prof. Services Yard Sales	\$ 50,000	\$ 2,391	4.8%
Postage	\$ 4,800	\$ 2,640	55.0%
Office Supplies	\$ 5,000	\$ 1,525	30.5%
Books/Subscriptions	\$ 4,500	\$ 526	11.7%
In-State: Travel	\$ 8,000	\$ 4,816	60.2%
In-State: Seminars	\$ 5,000	\$ 5,222	104.4%
Out of State: Travel	\$ 20,000	\$ 21,036	105.2%
Dues: Professional Organization	\$ 8,000	\$ 6,301	78.8%
New Equipment	\$ 58,000	\$ 37,670	64.9%
Total Operating	\$ 1,316,376	\$ 424,530	32.2%

Town Manager Performance Appraisal: Select Board Composite

Presented March 5, 2025, Select Board Meeting

General Information

The appraisal serves as a structured performance review to assess the Town Manager's effectiveness in areas such as financial management, leadership, public relations, and staff development. The appraisal emphasizes professional integrity, accountability, and adherence to the Town's policies and strategic goals.

Appraisal Period: May 23, 2023 – January 15, 2025

Appraisal Criteria

The Town Manager's performance is assessed based on multiple competencies, each weighted and using a rating scale (Outstanding, Exceeds Expectations, Meets Expectations, Does Not Meet Expectations, Needs Improvement). The competencies are as follows:

COMPETENCY	COMPILED SCORE
	5 – Outstanding 4 – Exceeds Expectations 3 – Meets Expectations 2 – Does Not Meet Expectations 1 – Needs Improvement
Interaction with the Select Board	Exceeds Expectations
Budgetary/Financial Administration	Outstanding
Decision Making	Exceeds Expectations
Personnel Administration	Outstanding
Supervision & Leadership	Outstanding
Adaptability	Exceeds Expectations
Staff Development	Meets Expectations
Motivating Others	Exceeds Expectations
Public Relations	Exceeds Expectations
Employee & Labor Relations	Exceeds Expectations
Effectiveness & Productivity	Outstanding
Time Management	Exceeds Expectations
Personal Qualities: Integrity & Trust	Outstanding
Personal Qualities: Accountability	Exceeds Expectations

Select Board Composite Conclusion

Each member of the Select Board completed a comprehensive assessment of the Town Manager's performance. Because each member has a different length of tenure on the Board, this aggregated assessment reflects the view of members whose working relationships with the Town Manager span from greater than 10 years to less than 2 years. Personally, I have been working with Ms. Gibson in my role as a Board member since May 2022 and in both the roles of Vice Chair and Chair.

The performance assessment process creates an opportunity for the Board members who work most closely with the Town Manager to offer valuable feedback on potential areas for improvement, to recognize strengths and to highlight specific successes. The process also includes a one-on-one meeting between the Chair and the Town Manager to review the assessment. That meeting took place on February 20, 2025.

I would like to highlight two areas of the Town Manager's work that deserve special attention. First, in just the last several years, Ms. Gibson has been building an exceptionally strong team of new department heads, including the Fire and Police Chiefs, Director of Health and Human Services and DPW Director. The second major success has been the development of a culture of inter-departmental collaboration. The complexity of major capital projects, and the response to unanticipated emergencies and newly identified issues like the wind turbine incident and PFAS are far more effectively managed with the various departments working collaboratively.

There are two areas for improvement noted by the Board. First, Ms. Gibson has found it challenging to delegate responsibility to her team. In our conversation, Ms. Gibson acknowledged this and reported that she has already reassigned some direct reports to the Assistant Town Managers. Doing so will allow her to allocate more time to big-picture strategic thinking and planning, which is another area for improvement the Board members identified.

In summary, the compiled scores of the entire Select Board accurately reflect that the Town of Nantucket is well-served by Ms. Gibson as our Town Manager.

Respectfully,

Brooke Mohr

Select Board Chair