NP&EDC

NANTUCKET PLANNING AND ECONOMIC DEVELOPMENT COMMISSION

NP & EDC – FEBRUARY 20, 2025 @ 5:00PM APPROVED MINUTES

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

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

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

I. **Call to Order:**

Chair Rector called the meeting at 5:00 PM.

Commissioners' attendance taken by Roll Call:

Vice-Chair Nat Lowell, *Aye*
Kristina Jelleme, *Aye*
Brook Mohr, *Aye*
John Kitchener, *Aye*
Abby De Molina, *Aye*
Wendy Hudson, *Aye*
Joseph Topham, *Aye*
Dave Iverson, *Aye*
Chair Barry Rector, *Aye*

Staff attendance taken by roll call:

Megan Trudel, *Aye*
Leslie Snell, *Aye*
Mike Burns, *Aye*
Catherine Ancero, *Aye*

II. **Establishment of Quorum:**

A quorum was established.

III. **Approval of Agenda:**

The Board unanimously approved the agenda.

Roll call vote:

Vice-Chair Nat Lowell, *Aye*
Kristina Jelleme, *Aye*
Brook Mohr, *Aye*

John Kitchener, *Aye*
Abby De Molina, *Aye*
Wendy Hudson, *Aye*
Joseph Topham, *Aye*
Dave Iverson, *Aye*
Chair Barry Rector, *Aye*

IV. Public Comment for items not included on the agenda:
There was no public comment or concerns.

V. Executive Session: Reason 2: To conduct strategy sessions in preparation for negotiations with nonunion personnel or to conduct collective bargaining sessions or contract negotiations with nonunion personnel *(contract negotiation with Megan Trudel for the Deputy Director of Planning position)*

The Commissioners were polled to go into Executive Session at 5:07PM. Specifically, the Executive Session was held for contract negotiations with Megan Trudell for the Deputy Director of Planning position. Chair Rector stated that the Board would reconvene in Open Session upon completion of the Executive Session.

MOTION/VOTE: Mr. Kitchener made a motion to enter Executive Session pursuant to Reason #2: **To conduct strategy sessions in preparation for negotiations with nonunion personnel or to conduct collective bargaining sessions or contract negotiations with nonunion personnel** *(contract negotiation with Megan Trudel for the Deputy Director of Planning position).* The motion was duly seconded by Ms. Mohr and the motion was carried unanimously 9-0.

Roll call vote:
Vice-Chair Nat Lowell, *Aye*
Kristina Jelleme, *Aye*
Brook Mohr, *Aye*
John Kitchener, *Aye*
Abby De Molina, *Aye*
Wendy Hudson, *Aye*
Joseph Topham, *Aye*
Dave Iverson, *Aye*
Chair Barry Rector, *Aye*

VI. Re-Convene in Open Session:
The Commissioners reconvened in Open Session at 5:14PM.

VII. Action/Discussion Items:
A. Deputy Director of Planning
- **Discussion of Deputy Director of Planning Hiring- Megan Trudel**
- **Review of Contract Terms, Authorization of Employment and Contract Terms for Megan Trudel**
- **Authorization of Chair to sign contract, if accepted**
- **Votes May Be Taken**

Discussion: Chair Rector confirmed the details of the contract for Megan Trudel as Deputy Director of Planning, contract duration February 24, 2025, through February 23, 2028, Compensation $168,200 and Terms consistent with Town Personnel policies, with the job description attached to the contract.

MOTION/VOTE: Ms. Mohr made a motion to reaffirm the vote taken in Executive Session to authorize the contract with Megan Trudel's Deputy Director of Planning and to authorize the Chair to sign it. The motion was duly seconded by Vice-Chair Lowell and the motion was carried unanimously 9-0.

Roll call vote:
Vice-Chair Nat Lowell, *Aye*
Kristina Jelleme, *Aye*
Brook Mohr, *Aye*
John Kitchener, *Aye*
Abby De Molina, *Aye*
Wendy Hudson, *Aye*
Dave Iverson, *Aye*
Chair Barry Rector, *Aye*
Joseph Topham, *Aye*

B. Director of Planning (Leslie Snell)

- **Summary of Annual Performance Review and Annual Pay Increase. Votes May be Taken to execute Personnel Action Form**

Discussion: The Commissioners discussed the annual performance review and pay increase for the Director of Planning, Leslie Snell. The evaluation was conducted by the Chair Rector of NP & EDC, the Chair Iverson of the Planning Board and the Town Administrator, Libby Gibson. The Commissioners determined that Mrs. Snell met expectation during the review process. Pay adjustment details, period covered July 1, 2023, through July 8, 2024. Pay increase, 4% adjustment for non-union Town employee and 3.25% COLA increase effective July 1, 2024.

MOTION/VOTE: Vice-Chair Lowell made a motion to approve the annual performance review, the pay increase, and authorize the Chair to the necessary documents, as denoted in the personal action form. The motion was duly seconded by Mr. Iverson and the motion was unanimously approved 9-0.

Roll call vote:
Vice-Chair Nat Lowell, *Aye*
Kristina Jelleme, *Aye*
Brook Mohr, *Aye*
John Kitchener, *Aye*
Abby De Molina, *Aye*
Wendy Hudson, *Aye*
Dave Iverson, *Aye*
Chair Barry Rector, *Aye*
Joseph Topham, *Aye*

C. Transportation Program Manager Update

- **Acceptance of Safety Performance Measure (PM1) Targets as recommended by MassDOT (addresses fatalities, serious injuries, and non-motorist serious injuries and fatalities)**

Discussion: Mr. Burns provided an update on the Safety Performance Measurement (PM1) Targets as required by federal regulations. The purpose of the PM1 Targets is to reduce roadway fatalities, serious injuries, and non-motorized fatalities/injuries based on a rolling five-year average. The targets are set by analyzing past trends, including vehicle miles traveled, fatality rates, and injury rates from 2021-2025 with projections through 2027. Nantucket vehicle miles traveled have increased, which contradicts the state trend. Safety initiatives, such as free buses and expanded bike paths. The Commissioners were asked to either endorse MassDOT's safety targets or establish its own. Most regional planning organizations typically support the state targets.

MOTION/VOTE: Vice-Chair Lowell made a motion to accept the Safety Performance Measure from MassDOT, including the proposed targets for improving roadway safety. The motion was duly seconded by Ms. Mohr and the motion was carried unanimously 9-0.

Roll call vote:
Vice-Chair Nat Lowell, *Aye*
Kristina Jelleme, *Aye*
Brook Mohr, *Aye*
John Kitchener, *Aye*
Abby De Molina, *Aye*
Wendy Hudson, *Aye*
Dave Iverson, *Aye*
Chair Barry Rector, *Aye*
Joseph Topham, *Aye*

- **FFY 2025 – 2029 Transportation Improvement Program (TIP) – authorize public review period for TIP Amendment Number 1.**

Discussion: To authorize a public review period for TIP Amendment to the FFY2025 -2029 TIP which includes modifications to transportation funding allocations. Remove funding for fare collection equipment and propane fueling equipment for facility improvements. Reallocate those funds to the purchase of three electric buses (e-buses). Purchase three replacement vans for demand response services Add funding for five low emission diesel hybrid buses by rolling over unspent funds from FFY 2024 to FFY 2025. Allocate $365,500 in statewide matching funds for vehicle purchases. Review period is February 24, 2025, through March 24, 2025. There will be a public hearing on March 24, 2025, at 5PM to discuss the amendment and gather public comments. Information will be advertised through Zen City, e-blasts, and the Town's website.

MOTION/VOTE: Vice-Chair Lowell made a motion to authorize the public review period for Amendment #1 to the FFY 2025-2029 TIP as outlined. The motion was duly seconded by Mr. Kitchener and the motion was carried unanimously 9-0.

Roll call vote:
Vice-Chair Nat Lowell, *Aye*
Kristina Jelleme, *Aye*
Brook Mohr, *Aye*
John Kitchener, *Aye*
Abby De Molina, *Aye*
Wendy Hudson, *Aye*
Dave Iverson, *Aye*
Chair Barry Rector, *Aye*
Joseph Topham, *Aye*

D. Discussion of Commission Goals/Initiatives for 2025

Discussion: The Commission discussed its goals and initiatives for 2025. Mrs. Snell was asked to draft initial goals and objectives as part of her performance review By March 2025. Commission members individually will contribute their input on what they believe should be prioritized. The

Commissioners were encouraged to consult Mrs. Snell with any questions before submitting suggestions. The goals should be consistent with regional planning efforts. The Commissioners should consider on long-term, regional impact rather than duplicating work handled at the local level. Progress on enabling legislation has been delayed. Goals may shift as early as June 2025 due to new Commission members after elections. The Commissioners must continue advancing regional priorities. Mrs. Snell went over the enabling legislation. Currently on pause however will require outreach and continued work. Under Transportation, the Commissioners serves as a regional voice for transportation planning. Works with MassDOT to design and fund pedestrian and vehicular improvements. Supports the Town and County in infrastructure projects, making sure it is consistent with the Long-Range Transportation Plan and Unified Planning Work (UPWP). For the long-range planning efforts, supports the Planning Board's work on updating the Town Master Plan. Facilitates and supports neighborhood area plans which helps define local priorities that can inform regional strategies. A question was raised regarding the difference between neighborhood area plans and the master plan. Master plan, a statutory responsibility of the Planning Board covering town wide planning efforts. Neighborhood/Area Plans, developed by the Commission to provide more localized guidance which can inform the master plan. The Commission will finalize its goals by March 2025. Neighborhood plans are in progress. Continued collaboration with Town departments to support regional initiatives. Area Plans are community driven visions for specific neighborhoods, outlining development patterns and preservation efforts. Once endorsed by the Planning Commission they guide decisions on zoning, infrastructure, and policy however they do not have statutory authority like the Master Plan. The Master Plan led by the Planning Board provides a town wide strategy for land use, transportation, housing and economic development. Commission representation on community boards, appoints representatives to external organization upon invitation. A proposal was made to formally recognize external Board representation as an initiative in the Commission's 2025 goals. The Commissioners will refine its objectives to be consistent with regional planning priorities while remaining adaptable to legislative developments.

E. **Articles of Regional Planning Concern**

Discussion: The Commissioners considered whether to endorse funding for Our Island Home, recognizing it as a regional issue. Mr. Kitchener raised concerns about financial feasibility, stated that the Capital Committee's prior vote against it due to budget constraints.

MOTION/VOTE: Vice-Chair Lowell made a motion to send a letter to the Finance Committee recommending support to Article 13. The motion was duly seconded by Mr. Iverson and the motion was carried unanimously 7-1 with Mr. Kitchener opposed and Ms. Jelleme abstained.

<u>Roll call vote:</u>
Vice-Chair Nat Lowell, *Aye*
Kristina Jelleme, *Abstained due to lack of regional information*
Brook Mohr, *Aye*
John Kitchener, *Nay*
Abby De Molina, *Aye*
Wendy Hudson, *Aye*
Dave Iverson, *Aye*
Bert Johnson, *Aye*
Chair Barry Rector, *Aye*

The Commissioners proceeded reviewing several articles.

MOTION/VOTE: Vice-Chair Lowell made a motion to draft a letter to the Finance Committee indicating the Commission's support for all reviewed articles except Article 84, charter amendment. The motion was duly seconded by Ms. Jelleme and the motion was carried unanimously 9-0.

Roll call vote:
Vice-Chair Nat Lowell, *Aye*
Kristina Jelleme, *Aye*
Brook Mohr, *Aye*
John Kitchener, *Aye*
Abby De Molina, *Aye*
Wendy Hudson, *Aye*
Dave Iverson, *Aye*
Bert Johnson, *Aye*
Chair Barry Rector, *Aye*

F. Committee Appointment – Contract Review Committee for Human Services

Chair Rector stated that the Committee has been seeking a representative from the NP & EDC for several months. An email from Jerricho Melly recently stressed the urgent need to fill the vacant seat. Ms. Mohr volunteered to serve as the CRC representative however requested authorization pending confirmation that there would be no conflict with her other responsibilities. Ms. Mohr agreed to report back if any issues come up.

MOTION/VOTE: Ms. Jelleme made a motion to appoint Ms. Mohr to the Contract Review Committee. The motion was duly seconded by Vice-Chair Lowell and the motion was carried unanimously 9-0.

Roll call vote:
Vice-Chair Nat Lowell, *Aye*
Kristina Jelleme, *Aye*
Brook Mohr, *Aye*
John Kitchener, *Aye*
Abby De Molina, *Aye*
Wendy Hudson, *Aye*
Dave Iverson, *Aye*
Bert Johnson, *Aye*
Chair Barry Rector, *Aye*

G. Committee Reports

- **Rural Policy Advisory Committee**
  Ms. Hudson - Wendy Hudson provided an update on the recent Rural Policy Advisory Commission meeting. The primary focus was on reviewing pending state legislation related to rural communities, like the process followed for town meeting James Fuon, the head of the organization for the Mass Healthy Aging Collaborative is actively involved in discussions and may be a valuable resource for the Island Home conversation. Dan Doyle has replaced Bill Veno as the representative from the Martha's Vineyard Commission. The state reimbursements and hazard mitigation briefly discussed concerns about state land reimbursement and hazard mitigation. Dan Doyle raised the issue of Pitch Pine beetle infestation which is a growing concern on Martha's Vineyard. Efforts to manage the infestation are underway including forest management initiatives by the Nantucket Conservation Foundation.

  Ms. Hudson stated that the Committee is behind on its minutes however will work on getting to Billy and staff.

- **Capital Program Committee**
  Mr. Kitchener – John Kitchener reported that the committee submitted its Fiscal Year 2026 recommendations to the Finance Committee on time in December. The airport proposed

two duplex units for employee housing on a lot previously planned for 10–12 units. The committee did not approve the reduced plan and recommended revisiting it next year with a broader scope, potentially including first responders such as firefighters and police officers. The discussion was further complicated by FAA land regulations governing the site.

- **Affordable Housing Trust**
- **Contract Review Committee of Human Services**
- **Bicycle and Pedestrian Advisory Committee**
- **Harbor Plan Update Committee**
- **Madaket Area Plan Workgroup**
- **Seasonal Communities Advisory Council**
- **Town Area Plan Workgroup**
- **Others**

VIII. Minutes:

A. November 13, 2024
B. November 15, 2024
C. November 18, 2024
D. December 2, 2024
E. December 18, 2024 (Joint Meeting)
F. December 18, 2024 (Regular Meeting)

Discussion: The Commissioners reviewed the minutes listed above. There were no errors or omissions.

MOTION/VOTE: Ms. Mohr made a motion to approve the sets of minutes listed above. The motion was duly seconded by Vice-Chair Lowell and the motion was carried unanimously 9-0.

Roll call vote:
Vice-Chair Nat Lowell, *Aye*
Kristina Jelleme, *Aye*
Brook Mohr, *Aye*
John Kitchener, *Aye*
Abby De Molina, *Aye*
Wendy Hudson, *Aye*
Dave Iverson, *Aye*
Bert Johnson, *Aye*
Chair Barry Rector, *Aye*

IX. Adjournment
Ms. Mohr made a motion to adjourn the meeting at 7:06PM. The motion was duly seconded by Vice-Chair Lowell and the motion was carried unanimously 9-0.

Submitted By: **Catherine Ancero**

Link to 02-20-2025 NP & EDC YouTube meeting:
https://www.youtube.com/watch?v=PeZcrWicMmY

Link to NP & EDC 02-20-2025 Packet:
https://www.nantucket-ma.gov/AgendaCenter/ViewFile/Agenda/_02202025-14848?html=true

NP&EDC Packet 02.20.25

Documents:

1. 02-20-25 NPEDC AGENDA FINAL.PDF
2. 2025 PM1 PRESENTATION FOR MPOS.PDF
3. TRANSPLANREPORT - FEBRUARY 20 2025 SLIDES.PDF
4. TRANSPLANREPORT - FEBRUARY 20 2025.PDF
5. INITIATIVES FOR THE NPEDC 022025 2.PDF
6. 2025 ATM WARRANT ARTICLES OF REGIONAL PLANNING CONCERN.PDF
7. FW CONTRACT REVIEW COMMITTEE NPEDC REPRESENTATION.PDF
8. 11-13-2024 NPEDC MINUTES - DRAFT.PDF
9. 11-15-2024 NPEDC MINUTES - DRAFT.PDF
10. 11-18-2024 NPEDC MINUTES - DRAFT.PDF
11. 12-02-24 NPEDC MINUTES - DRAFT.PDF
12. 12-18-24 NPEDC JOINT MEETING MINUTES - DRAFT.PDF