



Contract Review Committee Meeting

Town of Nantucket

131 Pleasant Street

Nantucket, MA, 02554

www.nantucket-ma.gov

Contract Review Committee: Veronica Bolcik (Chair), Joanna Roche (Vice Chair & FinCom Rep), Linda Williams (At-Large), John W. Belash (At-Large), Lee Tesser (At-Large) Suzanne Keating (CHS Rep)

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

~MINUTES~

Friday, September 5th, 2025

131 Pleasant St, Trailer Room B

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

Attendance: Veronica Bolcik, John Belash, Lee Tesser, Suzanne Keating, Joana Roche, Linda Williams

Staff: Jerico Mele, Alexandria Richards

I. Establish Quorum

Quorum was established at 9:03 am with attendance.

II. Acceptance of Agenda

Linda made a motion to accept the agenda it was seconded by John and accepted by all members in attendance.

III. Public Comment

No comment.

IV. Update on Funding Request for FY 27

Veronica confirmed that the funding request letter has been sent to the Town manager and Select board for review, and it is pending acceptance.

V. Review Draft Grant Applications for TON Human Services Capacity Grants and Program Grants plus Substance Misuse Grant.

Jerico made clarifications that the committee has been calling "Capacity Grants" on record will be officially called "Operational Grants".

Veronica gave an overview the revision process of the rubric by Jerico and Sarah Wright (Vice Chair of Council for Human Services). This overview went into detail of the specific updates/ changes made.

- VI. Establish meeting calendar for Grant Release including Bidder's Information Session, Grant Due Date.

The committee agreed that the Request for Proposals (RFP) will be open from September 15th to October 15th to allow enough time to prepare the FINCOM Report due before December 21st.

- VII. Establish Meeting Calendar for Grant review, including interviews with applicants and meeting dates for deliberations.

The established meeting dates are as follows:

- September 25th 9-11 am (Applicant information session)
- October 24th 9-11 am (Review program grants applications)
- October 31st 9-11am (Review operational Grant applications)
- November 7th 9-11 am (Interviews)
- November 14th 9 am-12 noon (Interviews)
- November 21st 9-11am (Deliberation)
- December 2nd 9-11 am (Additional deliberations if necessary)

- VIII. Grant Award Celebration for FY 26 event on Sept 12, 2025 at the Dreamland Harbor Room 10 am to 12:00 noon. Review program and day of event responsibilities.

Veronica gave a run through of the program for the day and made changes to the invitation for organizations to prepare a short speech. In the interest of time, an invitation to send photos of their past programming for display will be offered to FY26 recipients. This will be in place of having them prepare a short speech or presentation.

- IX. New Business

Updates were given to the steering committee and stakeholder list for the Needs assessment.

- X. Adjournment

Linda made a motion to adjourn it was seconded by John and accepted by all members in attendance at 10:40am except Lee.