NP&EDC

NANTUCKET PLANNING AND ECONOMIC DEVELOPMENT COMMISSION

NP & EDC – JUNE 23, 2025 @ 5:00PM MINUTES

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

LINK TO MEETING: https://us06web.zoom.us/webinar/register/WN_7dCeSdowSpSgcv9ccSr3ag#/registration
YOUTUBE LINK: https://www.youtube.com/watch?v=5JE6fVcGAM0

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

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

PLEASE LIST BELOW THE TOPICS THE CHAIR REASONABLY ANTICIPATES WILL BE DISCUSSED AT THE MEETING.

I. Call to Order:

Acting-Chair Iverson called the meeting at 5:00 PM.

Commissioners' attendance taken by Roll Call:

Hillary Rayport, *Aye*
John Kitchener, *Aye*
Kristina Jelleme, *Aye*
Nat Lowell, *Aye (remote participation)*
Michael Misurelli, *Aye*
Bert Johnson, *Aye (remote participation)*
Joseph Topham, *Aye*
David Iverson, *Aye*

Staff attendance taken by roll call:

Leslie Snell, *Aye*
William Saad, *Aye*
Catherine Ancero, *Aye*
Mike Burns, *Aye*
Barbara Lachance, *Aye*

II. Establishment of Quorum:

A quorum was established.

III. Election of Chair Pro-Tem

A new Chair needed to be elected to preside over the meeting due to the absence of a Vice-Chair and the previous Chair no longer serving.

MOTION/VOTE: Ms. Rayport made a motion to elect Mr. Iverson as Chair. The motion was duly seconded by Mr. Kitchener and the motion was carried unanimously.

Roll call vote:
Hillary Rayport, *Aye*
John Kitchener, *Aye*
Kristina Jelleme, *Aye*
Nat Lowell, *Aye (remote participation)*
Michael Misurelli, *Aye*
Bert Johnson, *Aye (remote participation)*
Joseph Topham, *Aye*
David Iverson, *Aye*

IV. Approval of Agenda:

MOTION/VOTE: Mr. Misurelli made a motion to approve the agenda. The motion was duly seconded by Mr. Topham and the motion was carried out unanimously.

Roll call vote:
Michael Misurelli, *Aye*
Joseph Topham, *Aye*
Hillary Rayport, *Aye*
John Kitchener, *Aye*
Hillary Rayport, *Aye*
Kristina Jelleme, *Aye*
Nat Lowell, *Aye (remote participation)*
Bert Johnson, *Aye (remote participation)*
David Iverson, *Aye*

V. Public Comment for items not included on the agenda:
There were no public comments or concerns.

VI. Action/Discussion Items:

A. Weston & Sampson, Presentation of the Buildout Analysis

Representing: Weston & Sampson are Joanne Nadeau (Senior Planner) and Daniel Sheahan (Senior Associate Project Manager).

Discussion: Weston & Sampson presented the 2025 Buildout Analysis for Nantucket expanding on the 2020 Sewer Master Plan for buildout potential across the rest of the island. Ms. Nadeau did a quick overview of what has been accomplished. Weston & Sampson stated that Nantucket is currently at about 35-40% of potential buildout. Nantucket has enough land capacity to accommodate growth through 2050 based on population growth trends and development trends. The key factors for future development are infrastructure impacts and zoning policies. It was suggested that the Town may want to adjust zones or additional restrictions if full buildout potential is considered undesirable. Board questioned why the 2025 buildout analysis did not include the areas already studied in the 2020 Sewer Master Plan. It was explained that the sewer plan projections remain valid and were therefore excluded from duplication. Questions were raised if the projection could distinguish between year-round versus seasonal housing. Seasonal versus year-round patterns were recognized as having different infrastructure and tax impacts.

B. Transportation Program Manager Update

- **FFY25 Unified Planning Work Program (UPWP) – approval of funding reallocation**
  Representing: Michael Burns – Transportation Program Manager for NP & EDC
  Discussion: Mr. Burns updated the Commissioners regarding the proposed reallocation of funds within the FFY2025 Unified Planning Work Program (UPWP). This is done about this time every year. Due to the budget being approved in June of 2024, a year in advance, they must reallocate the

budget to reflect the actual staff time and task. The budget will be shifted from planning and performance measures to program management, data collection, parking and implementation tasks. Mr. Burns requested that the Commissioners approve the FFY 2025 UPWP budget reallocation as presented.

MOTION/VOTE: Ms. De Molina made a motion to approve the FFY 2025 UPWP budget reallocation as presented. The motion was duly seconded by Mr. Topham and the motion was carried out unanimously.

Roll call vote:
Abby De Molina, *Aye*
Joseph Topham, *Aye*
Michael Misurelli, *Aye*
Kristina Jelleme, *Aye*
John Kitchener, *Aye*
Hillary Rayport, *Aye*
Nat Lowell, *Aye (remote participation)*
Bert Johnson, *Aye (remote participation)*
David Iverson, *Aye*

- **FFY26 Unified Planning Work Program (UPWP) – Close 21-day public review period and approve draft UPWP**
  Representing: Michael Burns – Transportation Program Manager for NP & EDC
  Discussion: Mr. Burns gave a brief presentation regarding the FFY 2026 Unified Planning Work Program, which had been required by Federal regulation for the required 30-day public review period (May 23rd through June 19th). Mr. Burns outlined all the tasks included in the long-range transportation plan, projects that should be implemented, and what's been budgeted for in the UPWP. Mr. Burns explained that the UPWP funds yearly transportation planning tasks and ties into the long-range plan and state improvement programs. The FY 2026 budget is $337,187, a 2% increase covering salaries, overhead, travel, consultants and equipment. Mr. Burns provided comments and requested removal of terms like "equity" and environmental justice" from the document, and small corrections were made. Only five public reviews during the 30-day review from May 23rd through June 19th, which is typical for this type of technical plan. Chair Iverson opened the floor to the public. There were no public comments or concerns. Ms. Rayport commented that the roster of members and Chair's name need to be updated on the signature page. Mr. Burns confirmed that he will add David Iverson as Chair and follow up for a signature later in the week.

MOTION/VOTE: Ms. De Molina made a motion to close the 21-day public review period. The motion was duly seconded by Mr. Misurelli and the motion was carried out unanimously.

Roll call vote:
Abby De Molina, *Aye*
Michael Misurelli, *Aye*
Joseph Topham, *Aye*
Kristina Jelleme, *Aye*
John Kitchener, *Aye*
Hillary Rayport, *Aye*
Nat Lowell, *Aye (remote participation)*
Bert Johnson, *Aye (remote participation)*
David Iverson, *Aye*

MOTION/VOTE: Ms. De Molina made a motion to approve the draft of the FY 2026 UPWP as presented. The motion was duly seconded by Mr. Topham and the motion was carried out unanimously.

<u>Roll call vote:</u>
Abby De Molina, *Aye*
Joseph Topham, *Aye*
Michael Misurelli, *Aye*
Kristina Jelleme, *Aye*
John Kitchener, *Aye*
Hillary Rayport, *Aye*
Nat Lowell, *Aye (remote participation)*
Bert Johnson, *Aye (remote participation)*
David Iverson, *Aye*

- **Safe Streets and Roads for All (SS4A) – Update on Traffic Safety Action Plan Vision, Goals, Project Sheets, and Public Review Period**
  Representing: Michael Burns – Transportation Program Manager for NP & EDC
  Discussion: Mr. Burns presented an overview of the regional safety improvement program that is being developed with Martha's Vineyard and Franklin County through a federal grant. The program uses five years of crash data to recommend ways to improve safety in the community. Mr. Burns outlined the schedule for the month of July, consultants will give a full presentation to the Planning Commissioners, followed by a public review period and opportunity for the public comments. The public review will close on August 25th and final edits will be completed by September before closing the grant and consultant contract. Public presentations will be posted online for feedback. No action is needed at this time, however at the July meeting the Commissioners will be asked to authorize the public review period from July 29th through the August meeting. Ms. Rayport questioned how the community can realistically reduce fatal crashes by half within five years since large projects like roundabouts take much longer to complete. Mr. Burns stated that the 2030 goal is an average reduction over time, not immediate results. Mr. Burns stated that success requires a holistic approach. The Commissioners stressed the importance of staying focused, communicating clearly with the community and tackling issues together. The Commissioners agreed that they need clear priorities and strong messaging while fixing problems and keeping the focus simple and clear while addressing key safety issues.

C. Public Hearing - Acceptance and Approval of the Town Area Plan
Discussion: The Commissioners briefly discussed the acceptance of the Town Area Plan. Staff requested that a public hearing be opened and that the Commissioners approve the plan. The Town Area Plan had been drafted by Lee Saperstein, Secretary of the Town Area Plan Workgroup with feedback from the Commissioners and staff incorporated into a final version. The workgroup reviewed and adopted the final version. Mrs. Trudel wanted to recognize all the members of the workgroup for their hard work and valuable efforts on the plan. A member of the public praised the draft plan for clearly reflecting the community's input.

MOTION/VOTE: Ms. De Molina made a motion to close the public hearing. The motion was duly seconded by Mr. Topham and the motion was carried out unanimously.

<u>Roll call vote:</u>
Abby De Molina, *Aye*
Joseph Topham, *Aye*
Michael Misurelli, *Aye*
Kristina Jelleme, *Aye*
John Kitchener, *Aye*
Hillary Rayport, *Aye*
Nat Lowell, *Aye (remote participation)*
Bert Johnson, *Aye (remote participation)*
David Iverson, *Aye*

MOTION/VOTE: Mr. Topham made a motion to accept and approve the Town Area Plan and allow staff to make minor, non-substantive formatting edits before posting the plan on the Town website. The motion was duly seconded by Ms. De Molina and the motion was carried out unanimously.

Roll call vote:
Joseph Topham, *Aye*
Abby De Molina, *Aye*
Michael Misurelli, *Aye*
Kristina Jelleme, *Aye*
John Kitchener, *Aye*
Hillary Rayport, *Aye*
Nat Lowell, *Aye (remote participation)*
Bert Johnson, *Aye (remote participation)*
David Iverson, *Aye*

D. Appointment of At-Large Member (one appointment, 3-year term)
- **Kristina Jelleme**
- **Joe Plandowski**

Discussion: Two candidates were considered for the three-year At-Large seat.

Ms. Jelleme expressed her 18 months of prior experience on the Commission, her growing confidence in representing the Land Bank and her desire to continue serving.

Mr. Plandowski shared his professional and volunteer background and leadership experience, as well as his commitment to the community.

Voting was conducted by written ballots submitted by the Commissioners.

Mrs. Trudel announced the voting results for the candidates: Ms. De Molina voted for Ms. Jelleme, as did Ms. Rayport, Mr. Misurelli, Mr. Topham, Ms. Jelleme voted for herself, Chair Iverson, Mr. Kitchener and Mr. Lowell. After confirming each vote, Mrs. Trudel declared **Ms. Jelleme as the winner** with a majority vote. Ms. Jelleme was congratulated and hopes that Mr. Plandowski interest would persist in the future.

E. Appointment of At-Large Member (one appointment, 1-year term)
- **Liz Coffin**
- **Liza Hatton**
- **Howard Matz**

Discussion: Three candidates were considered for the one-year At-Large seat.

Liz Coffin has been a longtime resident on and off since 1955. Motivated by concern for her neighborhood and Town entrance. Focus areas are traffic, parking, pedestrian safety, tree issues, flooding, economic welfare of historic district, landfill and salvage initiatives. Not currently serving on any Town Boards. Strength in deep historical knowledge of local area. Retired and able to dedicate time to learning codes and addressing immediate concerns.

Liza Hatton has been a resident for 14 years, year-round. Summered on the island since the mid-1980s. Profession – Real Estate Broker. Well acquainted with the island's roads, intersections, and properties. Ms. Hatton is an active runner and is familiar with bike paths and pedestrian areas.
Ms. Hatton is interested in learning and contributing to Planning and Community Development. Not currently serving on any Town Boards.

Howard Matz is currently a member of the Planning Board and ComCom. Mr. Matz stated that he has extensive experience in infrastructure projects, solid waste, sanitary sewer, renewable energy, and consulting. Primary resident with a professional background in power industry and public infrastructure. Focus on enforcement and implementation of community plans, bringing professional expertise to volunteer roles.

Mrs. Trudel announced the voting results for the candidates: Ms. Rayport voted for Ms. Coffin. Ms. De Molina voted for Ms. Hatton, as did Mr. Topham, Mr. Misurelli, Ms. Jelleme, Chair Iverson, Mr. Lowell and Mr. Johnson. Mr. Kitchener voted for Mr. Matz. After confirming each vote, Mrs. Trudel declared **Ms. Hatton as the winner**. The Commissioners congratulated Ms. Hatton on her appointment and the other candidates were thanked for participating.

F. Committee Reports

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

No further committee reports were provided.

VII. Adjournment

Ms. De Molina made a motion to adjourn the meeting, and the motion was duly seconded by Mr. Kitchener and the motion was carried out unanimously.

LINK TO PACKET: https://nantucketma.portal.civicclerk.com/event/3458/files/agenda/5918