



Town of Nantucket
Capital Program Committee
www.nantucket-ma.gov

Members: Stephen Welch (Chair), Jill Vieth (vice chair), Richard Hussey (Secretary), Jason Bridges, Kristie Ferrantella, Pete Kaizer, Christy Kickham

MINUTES

Thursday, January 27, 2022

This meeting was held via remote participation using ZOOM and YouTube.

Called to order at 10:00 a.m. and announcements made by Mr. Welch

Staff: Richard Sears, Assistant Director Finance; Terry Norton, Town Minutes Taker
Attending Members: Welch, Vieth, Hussey, Bridges, Kaizer, Kickham
Absent Members: Ferrantella
Early Departure: Bridges, 11:16 am
Documents used: Capital Improvement Plan (CIP) Requests; CapProCom FY22 Report and Recommendation

Adoption of Agenda

Motion **Motion to Approve.** (made by: Hussey) (seconded)
Roll-call Vote Carried 5-0//Hussey, Bridges, Kickham, Vieth, and Welch-aye

I. PUBLIC COMMENTS

- 1. Bruce Mandel – Part of Nantucket being a Green Community requires vehicles being retired should be repurposed to another department.
Welch – Typically these vehicles are used for so long that they are pretty thoroughly depleted for Town use; they go to auction.

II. DISCUSS FUNDING SOURCES

Discussion **Welch** – All funding sources are in keeping with CapCom review. TM is in agreement with recommendations and has suggested changes.
TRAN-23-003, Decommission Fire Cisterns
FIRE-21-002, Technical Rescue Equip
Welch – Town Manager concurs this be an out-year project.
FIRE-23-004, Administration Car Training/EMS Officer
Welch – The position for the EMS Officer is not resolved with the Union, so it would be premature to approve a vehicle.
HHS-23-001, Vehicles-Replacement (1), Additional (2)
Welch – Town Manager has recommended this be reduced to 2 vehicles at a cost of \$100,000 and the third vehicle pushed to an out year.
NRD-23-001, Vehicles-Replacement (1), New (1)
Welch – Town Manager recommend that this be voted through Town Meeting as a capital exclusion.
PUBL-23-006, Replace and Upgrade Body Camera Video System
Welch – This will go to free cash.
DPW-23-004, Replace chain-link fence around the skate park
Welch – This is Town property the DPW maintains it. It is within our band of 10% average on the RORIs.
Kickham – If the fence is compromised and dangerous, yes; if not he wants to know the reason for the replacement.
Welch – It is compromised, and unauthorized access is available.

DPW-23-012& -013, Fleet Mechanic's Truck and Fleet-Mini Sweeper

Welch – Town Manager recommends moving these into at least medium and are preferred for the coming fiscal year; they are to be funded by capital exclusion.

Kickham – The mechanic's truck, he's never heard of a need to have someone fix something in the field; wants to hear more about what the critical need is.

Sears – His understanding is there have been past requests for a "fancier" truck; this is scaled back. DPW has said they have breakdowns in the field that could be repaired with equipment that would be on this truck.

Bridges – He agrees with Mr. Kickham; in his mind \$120,000 would cover 120 tows; he doubts that many tows would be necessary. He feels differently about the sweeper.

Welch – There was some utility to having tools and equipment on board to fix breakdowns in the field. This will stay where it is.

Sears – At the Select Board, the total for capital exclusion was approved and this was included in that; you can choose not to support.

Welch – He'd prefer that opposed to having 2 sets of numbers between us and the Select Board, a footnote could adjust the grand total.

Kickham – Questions it because it could sit for a long time without being used. He believes the \$120,000 should go to maintenance of vehicles.

Welch – We can add any preference to our footnotes.

Kaizer – He supports Mr. Bridges comments that this is a lot of money and there are other ways to address breakdowns in the field.

Vieth – Asked if getting the truck would take away from local mechanics who repair Town vehicles.

Kickham – There's still a lot of stuff a mechanic would have to do that this truck can't do.

Bridges – He wants to move the sweeper to the hopper; he thinks that is a safety issue.

Welch – He guesses local mechanics would be thrilled for the DPW to have the truck due to the volume of service. Unless anyone objects, we'll leave the mechanic's truck in the outyear, and the mini sweeper will go in the hopper.

ADMIN-22-005, Affordable Housing (Hussey & Kaizer recuse on this.)

Welch – Town Manager has recommended doing this through borrowing. This does fall into our margin and will go into the hopper.

ADMIN-23-003, New Vehicle-Parks and Rec Manager

Welch – Town Manager suggested a capital exclusion. When we reviewed this, we didn't have a Parks & Rec Manager.

Kickham – They just hired someone; he doesn't know if that person has a vehicle; thinks it would be good to consider this.

Welch – This will go into the hopper.

ADMIN-23-005, Coastal Resiliency Planning

Welch – This is a late request through the Select Board; it's a soft cost. Town Manager recommends Free Cash.

Bridges – This is an additional \$500,000; we think this will be needed for the next fiscal year.

Sears – This is the initial \$500,000; the additional \$500,000 is not included here. This came in as a request after discussion with the Select Board.

Welch – Asked where the funding for the other \$500,000 will come from.

Sears – We will be adjusting to \$1m.

Welch – Suggested we determine if it should go into the hopper with comments on the funding sources – each \$500,000 will come from a different funding source. This is an emergent funding need; he has no objection to annual funding but wants planning in what categories the money will be used.

Kickham – Normally he likes to know the funds are being used; thinks in this case, however, we should commit to allocate the amount going forward.

Welch – He will move both \$500,000s to the hopper.

Sears – The funding source is likely to be Free Cash, which was certified at \$19m.

ADMIN-23-006, Baxter Road Relocation Planning

Welch – This has been reviewed and falls within the category of being in RORI band; will go in hopper.

ADMIN-24-001, Island-wide Underground Wiring Feasibility Study

Welch – This is moved to an outyear.

NMA-23-003, TSA Flooring Replacement

Welch – Town Manager has suggested a borrowing to do it this year.

Vieth – She feels this is important.

Welch – Agrees it’s important. Also, it’s a low cost and the Airport is typically frugal. He’ll move this to the hopper.

NMA-23-001, Nobadeer Farm Road Housing Development-Design and OPM

Welch – Our concerns were scope and cost and the Airport having a facility restricted to who could use it.

Vieth – It seems the Town would be on the hook to rent this if the Airport doesn’t use it. She wanted more clarification on what was being proposed.

Kaizer – Agrees; he’s not in favor of pushing this forward.

Bridges – He disagrees; anything we can do for housing is vital. He wants it to go in the hopper.

Welch – His concern was the overall cost on a per unit basis; also, if the Airport does this, they are subject to regulation on the work and who it can be rented to. If the Town were to do this, there would be nothing to preclude the Airport from having priority on rentals. He feels this isn’t the best approach for \$6m.

Vieth – Some lots came on for \$1.5m so a person could have a house built for them.

Welch – We’ll come back and vote this as part of the Hopper process.

NMA-23-006, South Apron Noise Berm Construction

Welch – Town Manager has recommended this for this year as a borrowing.

Vieth – There is no data showing this would work; it’s sort of an experiment. A berm was used only once before at another airport.

Kickham – He’s content to have it remain in and outyear.

Welch – Will remain where it is.

NMA-23-008, Gate 8/Hangar & Paving

Welch – This was within our band for acceptable; Town Manager recommend this be a borrowing out of the Retained Earnings.

Sears – The Town Manager has seen that the funding source is typical for such requests.

Welch – This is kind of a placeholder request with respect to an existing open project that might have a cost change.

Vieth – She thought this was a requirement to meet the needs of the airlines.

Welch – It wasn’t noted as legal or safety but as infrastructure. The paving is at the end of its useful life. This will go to the hopper.

SWEF-23-004, Vehicles-Staff (2)

SWEF-23-019, Replacement Vehicle-Staff

Welch – Town Manager recommends 2 go into an outyear and one go forward this coming fiscal year. Town Manager recommends borrowing for the 3rd vehicle. To go to hopper.

III. GROUP RORIs DISCUSSION AND VOTE

Motion Motion to add Airport housing to the hopper. (made by: Hussey) (seconded)

Roll-call Vote Not carried 2-4 //Hussey & Bridges -aye; Kaizer, Vieth, Kickham, and Welch-nay
Discussion about comments regarding this vote.

Motion **Motion to Make a positive recommendation for hopper items.** (made by: Hussey) (seconded)

Roll-call Vote Carried 5-0//Hussey, Bridges, Kaizer, Vieth, and Kickham-nay

IV. PRELIMINARY DISCUSSION OF REPORT

- Discussion **Welch** – With this in hand, he can put the report together. A solution to projects coming in late is to come up with infrastructure independent of departments so we can uphold our end in respect to reporting to the Town.
- Kickham** – Often FinCom asks about past year recommendations follow up and status; it might be nice at the beginning of a departmental review they provide a short recap of previous-year recommendations.
- Welch** – He agrees with Mr. Kickham on that. That could be part of our report linked to the Town website. Also, the biennial procedures would be an update every 5 years on the 10-year plan.
- Vieth** – It’s nice to see the status of projects we didn’t necessarily support.
- Kickham** – Often outyears are placeholders; knowing past year project status would still as valuable for our process
- Welch** – Biannually looking at expenditures to date would be helpful in identifying, within our process and Town planning, any capital planning shortfalls. Suggest we reaffirm and update these processes and come up with a discussion on how to implement them.
- We need to focus on planning for the next budget season as soon as February – changes to smooth and normalize the process. Based upon our experience, we need to be doing RORIs during the meeting in which we discuss requests. We haven’t had time to discuss RORIs after the fact.
- Kickham** – He agrees; he thinks it’s very unfair to the process to delay doing that part of the work.
- Kaizer** – He agrees as well. If we don’t do them immediately, they back up and become a more cumbersome task. In the past we’ve struggled with getting missing back-up information from departments.
- Sears** – We did slide back this year on getting supplemental documentation; hopes to correct that next year. Having started in Augusts, he’s been amazed that it has taken us as long as it has this year; fortunately, Town Meeting is in May.
- Welch** – We have a good process that’s come a long way over the past decade. He thinks we can continue to make it better in terms of data availability and timeliness.

V. OTHER BUSINESS

1. Green Sheet/Committee Reports
 - a. None
2. Good of the Order
 - a. NOne
3. Date of the next meeting
 - a. Thursday, February 3, 2022, 10:00 am.

Adjourned at

Motion **Motion to adjourn 11:19 am.** (made by: Kickham) (seconded)

Roll-call Vote Carried 4-0//Kickham, Kaizer, Vieth, and Welch-aye

Submitted by:

Terry L. Norton