



MEETING POSTING

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TOWN OF NANTUCKET
Pursuant to MGL Chapter 30A, § 18-25
All meeting **notices and agenda** must be filed and time stamped with the Town Clerk's Office and posted at least 48 hours prior to the meeting (excluding Saturdays, Sundays and Holidays)

Committee/Board/s	Nantucket Planning & Economic Development Commission
Day, Date, and Time	Monday, July 18, 2016, at 6:00pm
Location / Address	☐ Fairgrounds Road, Nantucket, MA Training Room ☐
Signature of Chair or Authorized Person	Mike Burns, Transportation Planner

WARNING: IF THERE IS NO QUORUM OF MEMBERS PRESENT, OR IF MEETING POSTING IS NOT IN COMPLIANCE WITH THE OML STATUTE, NO MEETING MAY BE HELD!

NP&EDC

[AGENDA](http://www.nantucket-ma.gov)
www.nantucket-ma.gov

Please list below the topics the chair reasonably anticipates will be discussed at the meeting

- I. Call to Order:
- II. Establishment of Quorum:
- III. Approval of Agenda:
- IV. Approval of Minutes:
 - June 6, 2016
 - June 20, 2016
- V. Public Comment:

VI. Action / Discussion Items:

A. FFY 2016-2019 TIP Amendment

B. FFY 2017-2020 TIP

C. FFY 2017 UPWP

D. Public Participation Plan

E. NRTA Year Round Bus Study / Ferry Connector

VII. Other Business:

VIII. Adjournment

**Transportation Planning Report
T. Michael Burns, AICP
June 20, 2016**

This is a progress report of transportation-related activities as of **July 15, 2016**.

1. FFY 2016-2019 TIP Amendment – Additional funding for FFY 2016 and 2017

As discussed at the June 20th meeting, the NP&EDC is amending the FFY 2016 and 2017 elements of the FFY 2016-2019 TIP to add additional funding to fund the construction of phase 1 of the In-Town Bike path. This amendment will increase the funding for the project from about \$1.2M to about \$3.7M. The amendment has been out for a 30-day public review since June 23rd, which is scheduled to end on July 25th. To date, staff has not received any comments in opposition to this amendment. Staff requests the NP&EDC approve the Amendment of FFY 2016 and 2017 affective 4:00PM July 25, 2016 if there are no significant comments received by staff.

June 20, 2016	NP&EDC approval of public review of draft TIP/UPWP (June 23 – July 25)
July 18, 2016	NP&EDC hearing to solicit comments from the public. <u>Action to approve TIP/UPWP effective 4:00PM, July 25, 2016 if there are no other significant public comments received by staff.</u>
July 25, 2016	Amendment effective at 4:00PM if there are no signification comments received.

2. FFY 2017-2021 TIP – Draft Program and Public Review Schedule

The draft TIP has been available for public review with the 30-day review period scheduled to end on July 25, 2016. To date, staff has not received any comments in opposition to the schedule of projects. Staff requests the NP&EDC approve the FFY 2017-2021 TIP affective 4:00PM July 25, 2016 if there are no significant comments received by staff.

March 28, 2016	NP&EDC review of draft TIP/UPWP schedule
April 14, 2016 to June 6, 2016	Coordinate review of draft TIP/UPWP with MassDOT (April 14, 2016 coordinated meeting)
May 2, 2016	NP&EDC review of draft TIP/UPWP schedule (requires special meeting on this date)
June 6, 2016	No Action Needed
June 20, 2016	NP&EDC approval of public review of draft TIP/UPWP (June 23 – July 25)
July 18, 2016	NP&EDC hearing to solicit comments from the public. <u>Action to approve TIP/UPWP effective 4:00PM, July 25, 2016 if there are no other significant public comments received by staff.</u>
July 25, 2016	Amendment effective at 4:00PM if there are no signification comments received.

3. FFY 2017 UPWP – Draft Program and Public Review Schedule

The draft UPWP has been available for public review with the 30-day review period scheduled to end on July 25, 2016. To date, staff has not received any comments in opposition to the draft program. It is important to note the Task 3.1 – Livable / Complete Streets is budgeted with professional services funding, which will be used to study the Old South Road corridor for multi-modal access improvements. This study will begin. Staff requests the NP&EDC approve the FFY 2017-2021 TIP affective 4:00PM July 25, 2016 if there are no significant comments received by staff.

March 28, 2016	NP&EDC review of draft TIP/UPWP schedule
April 14, 2016 to June 6, 2016	Coordinate review of draft TIP/UPWP with MassDOT (April 14, 2016 coordinated meeting)
May 2, 2016	NP&EDC review of draft TIP/UPWP schedule (requires special meeting on this date)
June 6, 2016	No Action Needed
June 20, 2016	NP&EDC approval of public review of draft TIP/UPWP (June 23 – July 25)
July 18, 2016	NP&EDC hearing to solicit comments from the public. <u>Action to approve TIP/UPWP effective 4:00PM, July 25, 2016</u> if there are no other significant public comments received by staff.
July 25, 2016	Amendment effective at 4:00PM if there are no signification comments received.

4. Public Participation Plan Update

The Public Participation Plan has been updated with the most significant change being the use of public meetings instead of public hearings to approve the Transportation Plan, TIP, and UPWP. This change will rely on advertisement of these documents through the Town Clerk, Town website, and Town’s social media outlets instead of printed notices in the newspaper. There is no requirement to hold public hearings prior to approval of these documents, so the change will save a significant amount on advertising costs. Other changes include the addition of the Commission on Disabilities, Roads and Right of Way Committee, Bicycle and Pedestrian Advisory Committee, and the Interfaith Council to the list of “stakeholders” that will be part of the outreach effort for transportation planning decision making. Staff has also included meeting information per MassDOT comments. The draft PPP requires a 45-day public review, which is scheduled to end on July 18, 2016. To date, staff has not received any comments in opposition to the public participation strategy. Staff requests the NP&EDC approve the update to the Public Participation Plan.

March 28, 2016	NP&EDC review of draft PPP schedule
March 28, 2016 to May 2, 2016	Coordinate review of draft PPP with MassDOT
May 2, 2016	NP&EDC approval of public review of draft PPP (May 26, 2016 to July 18, 2016)
June 20, 2016	NP&EDC public hearing to solicit comments from the public (requires special meeting on this date)
July 18, 2016	NP&EDC approval of final PPP (requires special meeting on this date)

5. Bicycle and Pedestrian Advisory Committee

BPAC appointments were made on June 20th, and the Committee is scheduled to have the first meeting of this fiscal year on July 20th to elect officers and set priorities for the committee.

6. NRTA Year Round Bus Study / Ferry Connector – Funding Strategies

The NRTA and their consultant AECOM presented cost saving alternatives to the NRTA Advisory Board on June 22nd (see attached). The presentation highlighted route alternatives to using York and Dover Streets, and cost savings options that included

7. In-Town Bike Path – Phase 1 – Construction (Federal Aid)

0.24 mile path between Washington St. Extension and Orange St. via Rail Road ROW
Estimated Total Construction Cost: \$3,729,822.00

No change in status this month.

MassDOT originally advertised the project for construction on September 12th following the certification of the right of way process, and bids were opened November 24th. On December 24th MassDOT recommended the bids be rejected on due to ambiguities in the asphalt specifications which resulted in significantly higher than estimated bid prices (almost \$3 million versus the estimated \$1.1 million). MassDOT and the Town's engineering consultant (VHB) prepared new bid documents so the project can be re-advertised again with the corrected asphalt specifications. The project was re-advertised on March 5th with the bid opening to be May 9th. This opening date has subsequently been extended numerous times to accommodate TIP and STIP amendments. The new bid opening date will now be in late August.

8. In-Town Bike Path – Washington Street Phase – Design (Local Aid)

Washington St. between Commercial St. and Francis St.

Estimated Total Construction Cost: TBD

No update on this project.

Staff has attached an agreement for services with Dave Fredericks to coordinate a feasibility study to underground utilities along Washington Street to accommodate bike and pedestrian improvements between Commercial Street and Francis Street. The proposed cost of this service is \$8,100. The feasibility study will cost \$55,000 and would be funded by a grant from ReMain Nantucket, if the grant is accepted by the Town. The study would provide a refined cost and design for removing utility poles out of the Washington Street sidewalk and locating them underground.

9. Mill Hill Path – Design/Construction (Local Aid)

Linking the existing 8 foot wide Prospect St path to Joy St via Mill Hill Park and Woodlands Hills

No update on this project.

DPW is coordinating with Bracken Engineering to modify the alignment of this path so that it uses the layout of North Mill St and Mill Hill Rd to connect with the Woodland Hills subdivision. Completion of this path is dependent on construction by others of an abutting roadway through the Woodland Hills subdivision, which is necessary to complete the connection of the Prospect St path to Joy St.

10. Milk Street Extension Path – Design/Construction (Local Aid)

2,485 linear foot extension of the Hummock Pond Road Bike Path to Mt Vernon Street

The construction of this project will be bid by the Town on August 1st with the construction of this path to be started after Labor Day.

Summary of Airport and Ferry Statistics:

11. Nantucket Memorial Airport (passenger departures)

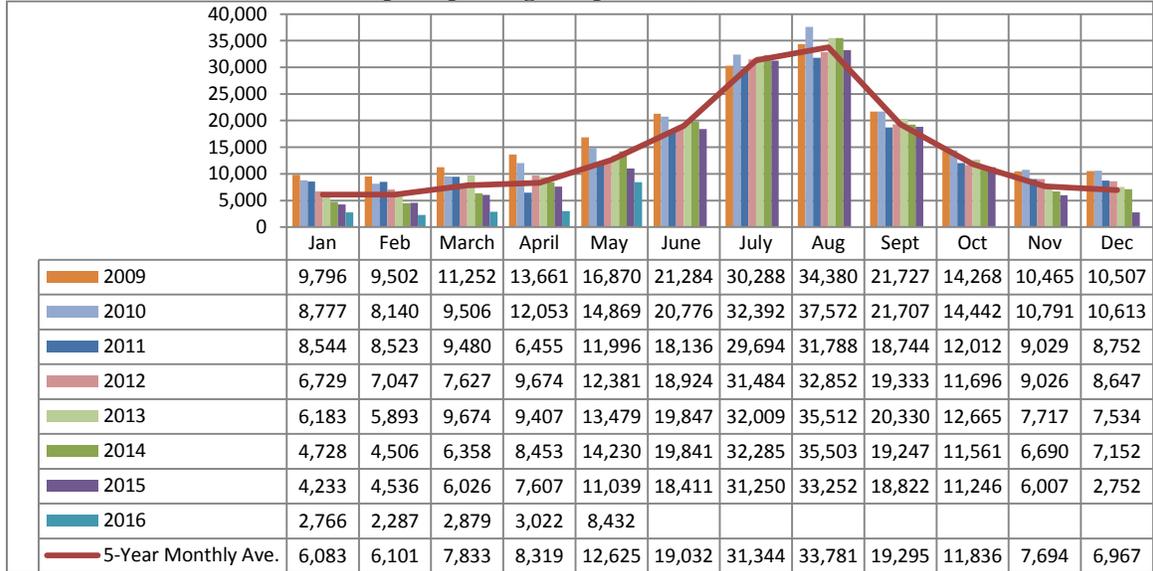


Chart 1. Total Enplanements (Departures)

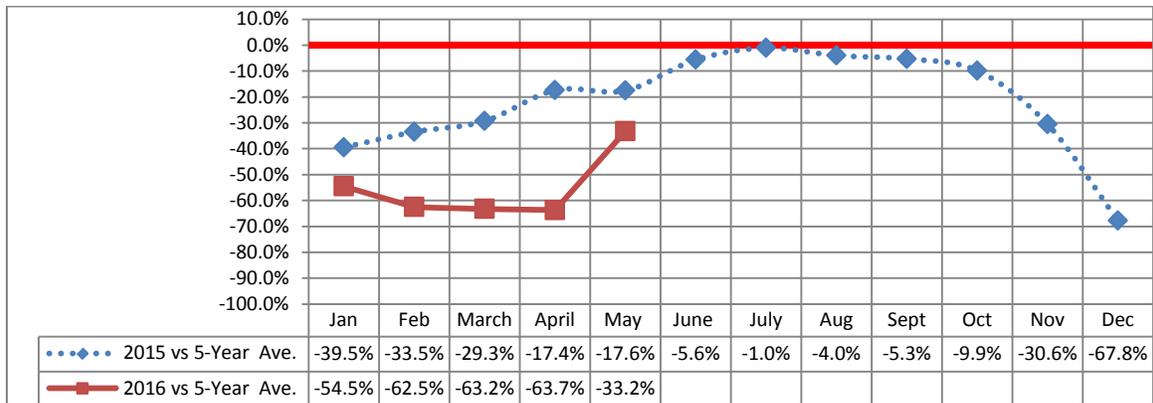


Chart 2. Monthly Enplanement versus 5-Year Average

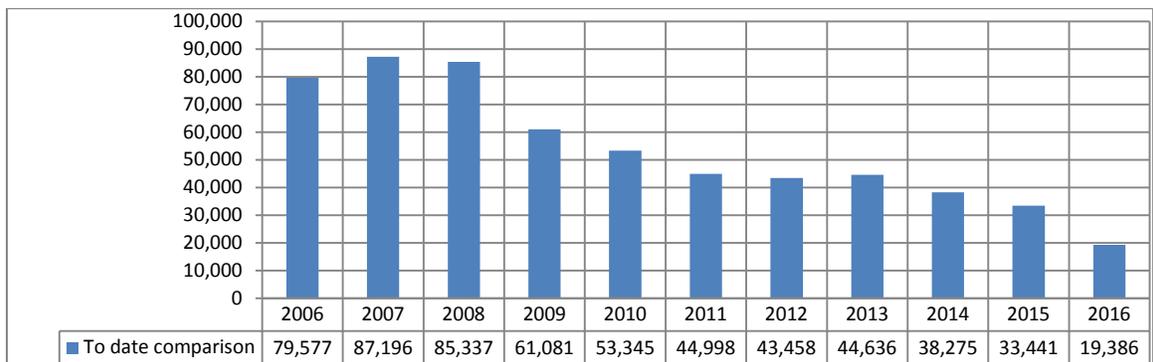


Chart 3. Annual Enplanements “To Date” Comparison

The above charts depict airport departures for each month of the last five years. Chart 1 shows the total number of departures for each month. Chart 2 shows the percent of change for each month compared to the five-year average for that month. Chart 3 shows the total enplanements for each year up to this year’s current month.

12. Ferry Service - Steamship Authority

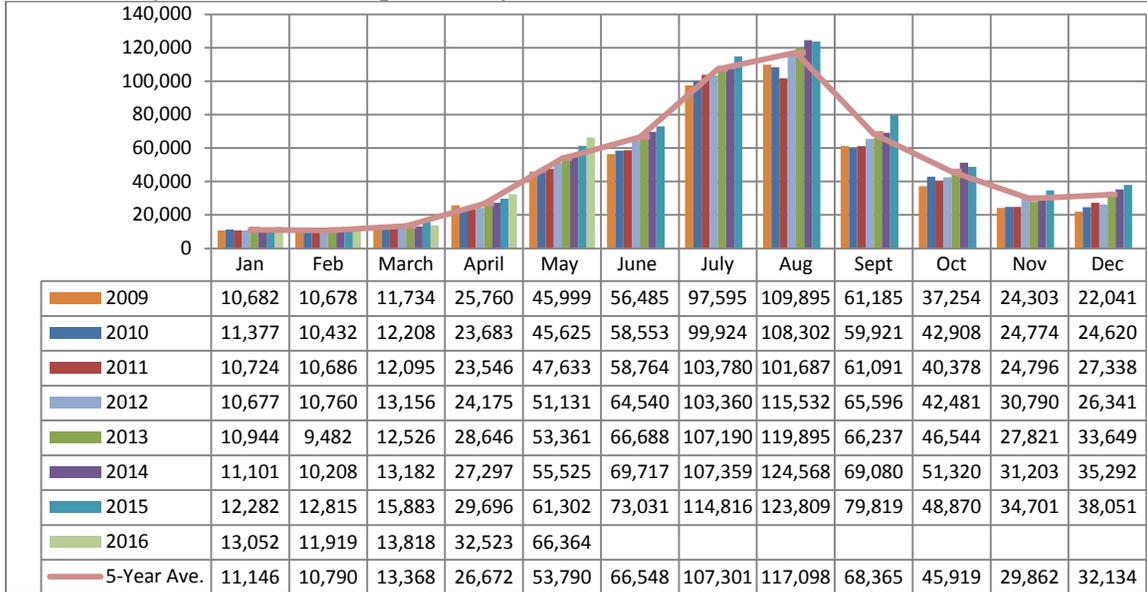


Chart 4. Total Passengers To/From Nantucket via SSA

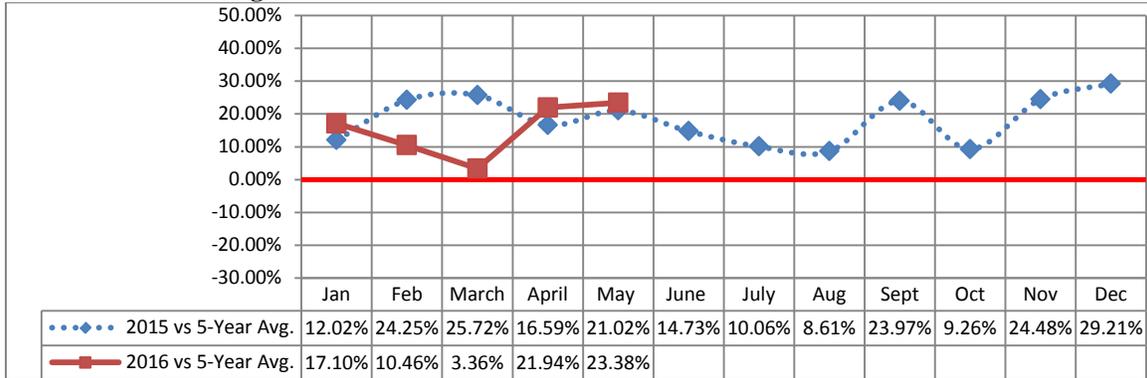


Chart 5. SSA Passenger Monthly Total versus 5-Year Average

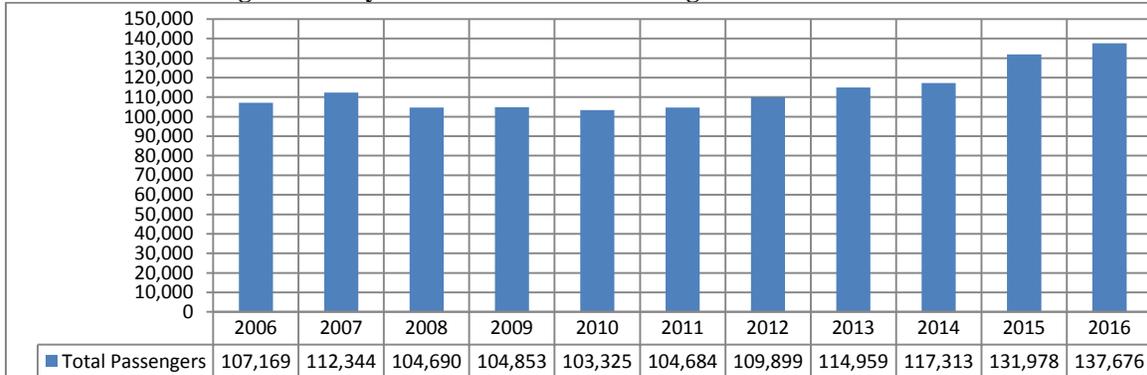


Chart 6. Annual SSA Passengers - "To Date" Comparison

Charts 4, 5, and 6 depict total SSA passengers for each month of the last five years. Chart 4 shows the total number of passengers for this time period 2003 through 2008. Chart 5 shows the percent of change for each month (2007 and 2008 to date) compared to the five-year average for that month. Chart 6 shows the total SSA passengers for each year up to this year's current month.

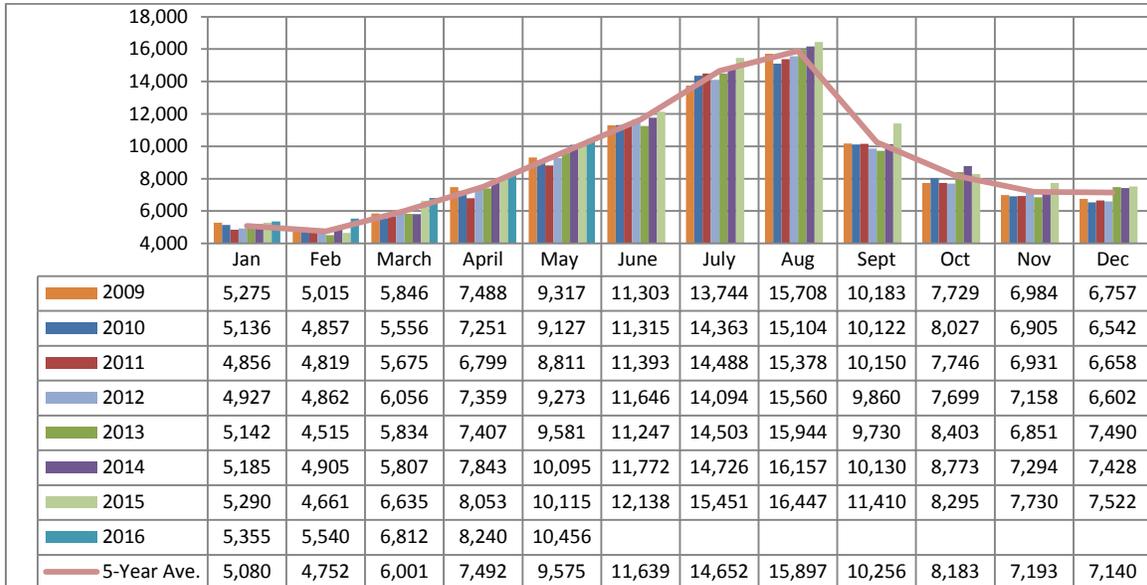


Chart 7. Total Cars and Trucks To/From Nantucket via SSA

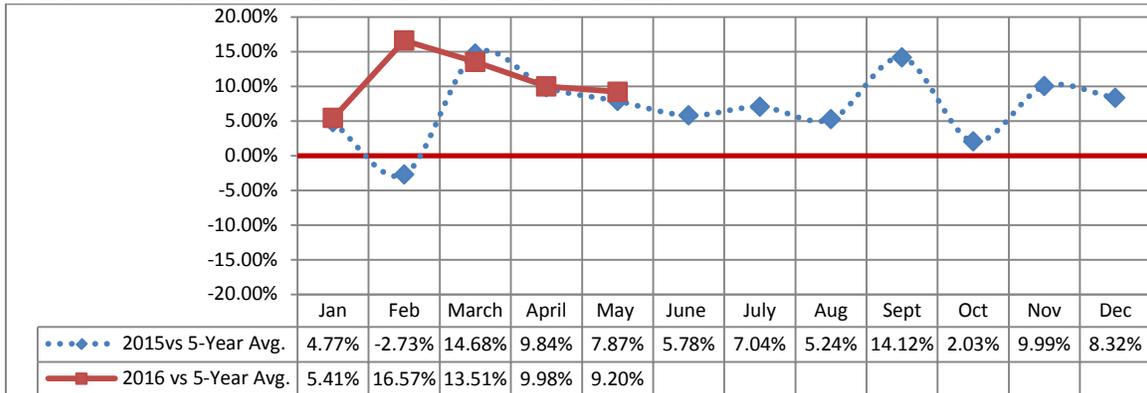


Chart 8. Monthly Cars and Trucks Total versus 5-Year Average

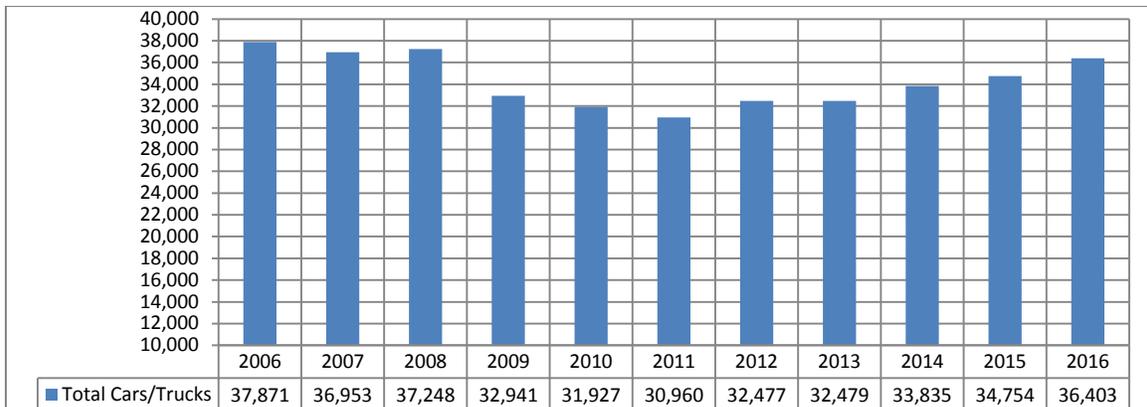
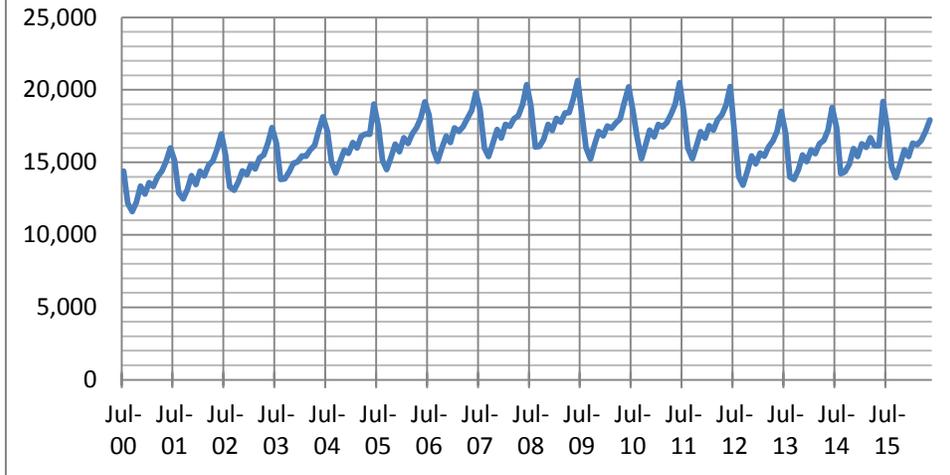


Chart 9. Total Vehicles – To Date Comparison

Charts 7, 8, and 9 depict total cars and trucks carried on the SSA for each month of the last five years. Chart 7 shows the total number of cars and trucks. Chart 8 shows the percent of change for each month compared to the five-year average for that month. Chart 9 shows the total SSA vehicles for each year up to this year's current month.

Registered + Net SSA Vehicles



**NOTICE OF PUBLIC REVIEW PERIOD
TRANSPORTATION IMPROVEMENT PROGRAM AMENDMENT**

The Nantucket Planning and Economic Development Commission (NP&EDC) is amending the FFY 2016 and 2017 Highway Program portion of the FFY 2016-2019 Transportation Improvement Program (TIP) to add federal and state funding for the Multi-Use Path from Washington Street to Orange Street (a.k.a. Phase 1 of the In-Town Bike Path) as shown in the table below:

<i>FFY</i>	<i>Action</i>	<i>Project</i>	<i>State</i>	<i>Federal</i>	<i>Total</i>
2016	<u>Increase funding:</u> Section 1A / Federal Aid – CMAQ	NANTUCKET- MULTI- USE PATH CONSTRUCTION, FROM WASHINGTON STREET TO ORANGE STREET	From: \$13,749 To: \$18,148	From: \$54,994 To: \$72,593	From: \$68,743 To: \$90,741
2017	<u>Add funding:</u> Section 1D / Federal Aid Major & State Category Projects - CMAQ	NANTUCKET- MULTI- USE PATH CONSTRUCTION, FROM WASHINGTON STREET TO ORANGE STREET	New: \$417,337	New: \$1,669,346	New: \$2,086,683
2017	<u>Add funding:</u> Section 1D / Federal Aid Major & State Category Projects – STP – Statewide Infrastructure	NANTUCKET- MULTI- USE PATH CONSTRUCTION, FROM WASHINGTON STREET TO ORANGE STREET	New: \$66,856	New: \$267,424	New: \$334,280

The comment period for this TIP amendment begins June 23, 2016 and will end at 4:00PM on July 25, 2016. A public hearing to solicit public comments will be held at 6:00PM on July 18, 2016 in the Training Room at 4 Fairground Road, Nantucket, MA. Please send your written comments during this public comment period to the NP&EDC, 2 Fairgrounds Road, Nantucket, MA 02554, or email Transportation Planner Mike Burns at [mburns@nantucket-ma.gov](mailto:m burns@nantucket-ma.gov).

Nathaniel Lowell, Chairman
Nantucket Planning and Economic Development Commission

Nantucket Metropolitan Planning Organization

Endorsement of Amendment #01 to the

2016 - 2019 Nantucket Transportation Improvement Program

In accordance with 23 CFR Part 450 Section 324 (Transportation Improvement Program: General) of the October 28, 1993 Final Rules for Statewide and Metropolitan Planning, the Committee of Signatories representing the Nantucket Metropolitan Planning Organization hereby endorses the following:

An Adjustment to the FFY 2016 and 2017 elements of the Highway Program Projects section of the FFY 2016-2019 Nantucket Transportation Improvement Program as shown below:

Highway Program Projects:

<i>FFY</i>	<i>Action</i>	<i>Project</i>	<i>State</i>	<i>Federal</i>	<i>Total</i>
2016	<u>Increase funding:</u> Section 1A / Federal Aid – CMAQ	NANTUCKET- MULTI- USE PATH CONSTRUCTION, FROM WASHINGTON STREET TO ORANGE STREET	From: \$13,749 To: \$18,148	From: \$54,994 To: \$72,593	From: \$68,743 To: \$90,741
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2017	<u>Add funding:</u> Section 1D / Federal Aid Major & State Category Projects – STP – Statewide Infrastructure	NANTUCKET- MULTI- USE PATH CONSTRUCTION, FROM WASHINGTON STREET TO ORANGE STREET	New: \$66,856	New: \$267,424	New: \$334,280

Signatory Certification:

Stephanie Pollack, Secretary of Transportation
Massachusetts Department of Transportation

Date

Thomas Tinlin, Acting Administrator
Highway Division - Massachusetts Department of Transportation

Date

Nathaniel Lowell, Chairman
Nantucket Planning and Economic Development Commission

Date

**NOTICE OF PUBLIC HEARING AND REVIEW PERIOD
TRANSPORTATION IMPROVEMENT PROGRAM**

The Nantucket Planning and Economic Development Commission (NP&EDC) will initiate a 30-day public review of the draft FFY 2017-2021 Transportation Improvement Program (TIP) beginning June 23, 2016 and concluding at 4:00PM on July 25, 2016. A public hearing to solicit public comments will be held on July 18, 2016 at 6:00PM in the 4 Fairgrounds Road Training Room. The TIP is a prioritized listing of highway, bridge, intermodal and transit projects expected to be undertaken by the Commonwealth during the above referenced 5-year time frame, and is submitted to the Massachusetts Department of Transportation for inclusion in the State TIP. All projects found herein are from a conforming Nantucket Regional Transportation Plan. The recommended NP&EDC 5-year schedule for the TIP is shown below:

Highway projects:

FFY	Highway Projects	Project ID	Funding Category	Federal / State Funding
2017	<u>Flex funding to NRTA</u> – replacement of 2 buses	n/a	Flex to Transit	\$456,619
	MULTI-USE PATH CONSTRUCTION, FROM WASHINGTON STREET TO ORANGE STREET	606433	Statewide Infrastructure Program	\$334,280
			Statewide CMAQ	\$2,086,683
2018	No project identified	n/a	STP*	\$397,225
			CMAQ**	\$54,995
			HSIP***	\$21,998
2019	<u>Surfside Road at Bartlett Road</u> – Roundabout (AC-1)	TBD	STP	\$397,225
			CMAQ	\$54,995
			HSIP	\$21,998
2020	<u>Surfside Road at Bartlett Road</u> – Roundabout (AC-2)	TBD	STP	\$406,576
			CMAQ	\$54,995
			HSIP	\$21,998
2021	No project identified	n/a	STP	\$393,117
			CMAQ	\$54,995
			HSIP	\$21,998

* - Surface Transportation Program; ** - Congestion Management and Air Quality Program; *** - Highway Safety Improvement Program

Transit projects:

FFY	Transit Agency	Line Item	Transit Project	Federal Funds	SCA (state aid)	LCL (local aid)	Total
2017	NRTA	300900	OPERATING ASSISTANCE	\$543,287	\$394,651	\$148,636	\$1,086,574
2018	NRTA	300900	OPERATING ASSISTANCE	\$549,043	\$394,651	\$154,392	\$1,098,086
2019	NRTA	300900	OPERATING ASSISTANCE	\$554,856	\$0	\$554,856	\$1,109,712
2020	NRTA	300900	OPERATING ASSISTANCE	TBD	TBD	TBD	TBD
2021	NRTA	300900	OPERATING ASSISTANCE	TBD	TBD	TBD	TBD

For further information, or to make comment within the 30-day comment period, please contact NP&EDC Transportation Planner Mike Burns at (508) 228-7238, or email to mburns@nantucket-ma.gov. Written comments must be submitted by 4:00PM July 25, 2016 to: NP&EDC, 2 Fairgrounds Road, Nantucket, MA

02554. A copy of the draft is also available at the Nantucket Atheneum, the Selectmen's Office, the PLUS office, and on-line at <http://www.nantucket-ma.gov/308/Public-Review-Documents>

Nathaniel Lowell, Chairman
Nantucket Planning and Economic Development Commission

VII. Certification of the 3C Planning Process

This will certify that the Comprehensive, Continuing, Cooperative Transportation Planning Process for Fiscal Year 2016 in the Nantucket Planning and Economic Development Commission is addressing major issues facing the region and is being conducted in accordance with the requirements of:

1. 23 U.S.C. 134, 49 U.S.C. 5303, and this subpart;
2. In non-attainment and maintenance areas, sections 174 and 176 (c) and (d) of the Clean Air Act, as amended (42 U.S.C. 7504, 7506 (c) and (d)) and 40 CFR part 93;
3. Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000d-1) and 49 CFR part 21;
4. 49 U.S.C. 5332, prohibiting discrimination on the basis of race, color, creed, national origin, sex, or age in employment or business opportunity;
5. Section 1101(b) of the SAFETEA-LU (Pub. L. 109-59) and 49 CFR part 26 regarding the involvement of disadvantaged business enterprises in USDOT funded projects;
6. 23CFR part 230 regarding the implementation of an equal employment opportunity program on Federal and Federal aid highway construction contracts;
7. The provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.) and 49 CFR parts 27, 37, and 38;
8. The Older Americans Act, as amended (42 U.S.C. 6101), prohibiting discrimination on the basis of age in programs or activities receiving Federal financial assistance;
9. Section 324 of title 23 U.S.C. regarding the prohibition of discrimination based on gender; and
10. Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and 49 CFR part 27 regarding discrimination against individuals with disabilities.
11. Anti-lobbying restrictions found in 49 USC Part 20. No appropriated funds may be expended by a recipient to influence or attempt to influence an officer or employee of any agency, a Member of Congress, in connection with the awarding of any Federal contract.

The currently endorsed Unified Planning Work Program, Regional Transportation Plan, and Transportation Improvement Program, together with any amendments, were developed in accordance with FHWA/FTA regulations governing the implementation of the FAST ACT, and EPA regulations governing the implementation of the Clean Air Act Amendments of 1990, and fully incorporate the applicable requirements of the 1964 Civil Rights Act and the Americans with Disabilities Act of 1990.

Signatory Certification:

Stephanie Pollack, Secretary of Transportation
Massachusetts Department of Transportation

Date

Thomas Tinlin, Acting Administrator
Highway Division - Massachusetts Department of Transportation

Date

Nathaniel Lowell, Chairman
Nantucket Planning and Economic Development Commission

Date

VIII. 310 CMR 60.05: Global Warming Solutions Act Requirements for the Transportation Sector and the Massachusetts Department of Transportation

Self-Certification Compliance Statement for Metropolitan Planning Organizations

This will certify that the FY 2017-2021 Transportation Improvement Program for the Nantucket Planning and Economic Development Commission is in compliance with all applicable requirements in the State Regulation 310 CMR 60.05: Global Warming Solutions Act Requirements for the Transportation Sector and the Massachusetts Department of Transportation. The regulation requires the Metropolitan Planning Organizations (MPOs) to:

1. 310 CMR 60.05, 3(b)(1)(a): Evaluate and track the GHG emissions and impacts of RTPs and TIPs;
2. 310 CMR 60.05, 3(b)(1)(b): In consultation with MassDOT, develop and utilize procedures to prioritize and select projects in RTPs, TIPs, and STIPs based on factors that include GHG emissions and impacts;
3. 310 CMR 60.05, 3(b)(1)(c): Quantify net GHG emissions and impacts resulting from the projects in RTPs and TIPs and have made efforts to minimize GHG emissions and impacts;
4. 310 CMR 60.05, 3(b)(1)(d): Determine in consultation with the RPA that the appropriate planning assumptions used for GHG emissions modeling are consistent with local land use policies, or that local authorities have made documented and credible commitments to establishing such consistency;
5. 310 CMR 60.05, 4(a)(2)(a): Develop RTPs and TIPs;
6. 310 CMR 60.05, 4(a)(2)(b): Ensure that RPAs are using appropriate planning assumptions;
7. 310 CMR 60.05, 4(a)(2)(c): Perform regional GHG emissions analysis of RTPs and TIPs;
8. 310 CMR 60.05, 4(a)(2)(d): Calculate GHG emissions for RTPs and TIPs;
9. 310 CMR 60.05, 4(a)(2)(e): Develop public consultation procedures for GHG reporting and related GWSA requirements consistent with current and approved regional public participation plans;
10. 310 CMR 60.05, 4(c): Prior to making final endorsements on the RTPs, TIPs, STIPs, and projects included in these plans, MassDOT and the MPOs shall include the GHG Assessment and information on related GWSA activities in RTPs, TIPs, and STIPs and provide an opportunity for public review and comment on the RTPs, TIPs, and STIPs.
11. 310 CMR 60.05, 6(a): After a final GHG assessment has been made by MassDOT and the MPOs, MassDOT and the MPOs shall submit MPO-endorsed RTPs, TIPs or projects within 30 days of endorsement to the Department for review of the GHG assessment.

Signatory Certification:

Stephanie Pollack, Secretary of Transportation
Massachusetts Department of Transportation

Date

Thomas Tinlin, Acting Administrator
Highway Division - Massachusetts Department of Transportation

Date

Nathaniel Lowell, Chairman
Nantucket Planning and Economic Development Commission

Date

IX. Endorsement of the NP&EDC FFY 2017 - 2021 Transportation Improvement Program and Air Quality Conformity Determination

In accordance with 23 CFR Part 450 Section 324 (Transportation Improvement Program: General) of the October 28, 1993 Final Rules for Statewide and Metropolitan Planning, the Committee of Signatories representing the Nantucket Metropolitan Planning Organization hereby endorses the Federal-Aid Component of the Nantucket Region 2017 - 2021 Transportation Improvement Program (TIP).

This FFY 2017 - 2021 TIP is financially constrained and consists entirely of projects that are either: A) exempt from an air quality conformity determination as specified in 40 CFR Parts 51 and 93; or B) have been previously analyzed in the Nantucket MPO's conforming Transportation Plan. The projects in the TIP are of the same design and concept that were analyzed in the Regional Transportation Plan. Therefore, no new air quality analysis is required for the TIP. This TIP does not add or delete any regionally significant, non-exempt properties across analysis years.

In accordance with Section 176(c) (4) of the Clean Air Act as amended in 1990 [42 U.S.C. 7251 (a)], the Nantucket Metropolitan Planning Organization has completed its review and hereby certifies that the Nantucket Region FFY 2017 - 2021 Transportation Improvement Program has been developed from a conforming Transportation Plan and therefore conforms with 40 CFR parts 51 and 93 (August 15, 1997) and 310 CMR 60.03 (December 30, 1994).

Signatory Certification:

Stephanie Pollack, Secretary of Transportation
Massachusetts Department of Transportation

Date

Thomas Tinlin, Acting Administrator
Highway Division - Massachusetts Department of Transportation

Date

Nathaniel Lowell, Chairman
Nantucket Planning and Economic Development Commission

Date

NOTICE OF PUBLIC HEARING AND REVIEW PERIOD

UNIFIED PLANNING WORK PROGRAM

The Nantucket Planning and Economic Development Commission (NP&EDC) will initiate a public review of the draft FFY 2017 Unified Planning Work Program (UPWP) beginning June 23, 2016. A public hearing to solicit comments will be held on July 18, 2016 at 6:00PM in the 4 Fairgrounds Road Training Room. This public review period will conclude at 4:00PM on July 25, 2016.

The UPWP describes the scope of work and estimates costs for the transportation planning activities undertaken by the NP&EDC from October 1, 2016 – September 30, 2017. The UPWP outlines Nantucket’s long and short-range transportation planning objectives and describes how these objectives will be met.

All persons who have an interest in transportation planning activities that might be considered for inclusion in the Nantucket UPWP are encouraged to review this document. For further information, or to make comment within the 30-day comment period, please contact NP&EDC Transportation Planner Mike Burns at (508) 228-7238, or email to mburns@nantucket-ma.gov. Comments may also be submitted by 4:00PM July 25, 2016 to: NP&EDC, 2 Fairgrounds Road, Nantucket, MA 02554. A copy of the draft is available at the Nantucket Atheneum, the Selectmen’s Office, the PLUS office, and on-line at <http://www.nantucket-ma.gov/308/Public-Review-Documents>

Nathaniel Lowell, Chairman
Nantucket Planning and Economic Development Commission

NP&EDC

UPWP: PROGRAM BUDGET BY TASK: FFY 2017

Task		Number of Weeks	Percent of Time	Direct Salary	Overhead	Direct Costs Budget	Total Budget	Percent of Budget
1.0	Management and Support	18.5	35.58%	\$41,980.77	\$38,546.74	\$2,200.00	\$82,727.51	32.18%
1.1	3C Program Support	12	23.08%	\$27,230.77	\$25,003.29	\$0.00	\$52,234.06	20.32%
1.2	Inter-Regional Transportation Planning Coordination	4.25	8.17%	\$9,644.23	\$8,855.33	\$2,000.00	\$20,499.56	7.97%
1.3	Transportation Improvement Program	1	1.92%	\$2,269.23	\$2,083.61	\$100.00	\$4,452.84	1.73%
1.4	Unified Work Program	0.5	0.96%	\$1,134.62	\$1,041.80	\$100.00	\$2,276.42	0.89%
1.5	Public Participation	0.25	0.48%	\$567.31	\$520.90	\$0.00	\$1,088.21	0.42%
1.6	Title VI and Environmental Justice	0.5	0.96%	\$1,134.62	\$1,041.80	\$0.00	\$2,176.42	0.85%
2.0	Data Collection and Analysis	7.25	13.94%	\$16,451.92	\$15,106.16	\$2,533.40	\$34,091.48	13.26%
2.1	Data Collection: Traffic, Congestion, Freight, and Pavement Management	5	9.62%	\$11,346.15	\$10,418.04	\$2,533.40	\$24,297.59	9.45%
2.2	Geographic Information Systems (GIS)	2	3.85%	\$4,538.46	\$4,167.22	\$0.00	\$8,705.68	3.39%
2.3	Performance Measures and Monitoring	0.25	0.48%	\$567.31	\$520.90	\$0.00	\$1,088.21	0.42%
3.0	Short Range and Long Range Transportation Planning	13	25.00%	\$29,500.00	\$27,086.90	\$26,000.00	\$82,586.90	32.12%
3.1	Livable / Sustainable / Complete Streets Planning	4	7.69%	\$9,076.92	\$8,334.43	\$26,000.00	\$43,411.35	16.89%
3.2	Parking Management Strategies	3	5.77%	\$6,807.69	\$6,250.82	\$0.00	\$13,058.52	5.08%
3.3	Bicycle and Pedestrian Planning	4	7.69%	\$9,076.92	\$8,334.43	\$0.00	\$17,411.35	6.77%
3.4	Special Transportation Planning Studies	2	3.85%	\$4,538.46	\$4,167.22	\$0.00	\$8,705.68	3.39%
4.0	Other Transportation Activities	13.25	25.48%	\$30,067.31	\$27,607.80	\$0.00	\$57,675.11	22.43%
4.1	Implement Approved Planning Recommendations	11	21.15%	\$24,961.54	\$22,919.68	\$0.00	\$47,881.22	18.62%
4.2	Special Transportation Planning Assistance	2	3.85%	\$4,538.46	\$4,167.22	\$0.00	\$8,705.68	3.39%
4.3	Intelligent Transportation Systems (ITS)	0.25	0.48%	\$567.31	\$520.90	\$0.00	\$1,088.21	0.42%
	Direct Salary Budget -			\$118,000.00				
	Overhead Budget -				\$108,347.60			
	Direct Cost Budget -					\$30,733.40		
	Total Budget for FFY 2017 -	52	100.00%	\$118,000.00	\$108,347.60	\$30,733.40	\$257,081.00	100.00%
	Time = 52 weeks (46 weeks, plus 4 weeks vacation, 12 holidays, and 2 personal days - listed in Task 1.1)							



ENDORSEMENT

**FEDERAL FISCAL YEAR 2017
UNIFIED PLANNING WORK PROGRAM
FOR
TRANSPORTATION PLANNING ACTIVITIES**

Stephanie Pollack, Secretary of Transportation
Massachusetts Department of Transportation

Date

Thomas Tinlin, Acting Administrator
Highway Division - Massachusetts Department of Transportation

Date

Nathaniel Lowell, Chairman
Nantucket Planning and Economic Development Commission

Date



**PUBLIC PARTICIPATION PLAN
FOR TRANSPORTATION PLANNING ACTIVITIES**

UPDATED BY THE NP&EDC ON JULY 18, 2016

DRAFT

**NANTUCKET PLANNING AND ECONOMIC DEVELOPMENT COMMISSION
2 FAIRGROUNDS ROAD
NANTUCKET, MA 02554
(508) 325-7587**



ENDORSEMENT

**PUBLIC PARTICIPATION PLAN
FOR
TRANSPORTATION PLANNING ACTIVITIES**

Signatory Certification:

Stephanie Pollack, Secretary of Transportation
Massachusetts Department of Transportation

Date

Thomas Tinlin, Acting Administrator
Highway Division - Massachusetts Department of Transportation

Date

Nathaniel Lowell, Chairman
Nantucket Planning and Economic Development Commission

Date

PUBLIC PARTICIPATION PLAN FOR TRANSPORTATION PLANNING ACTIVITIES

1. Introduction

1.1 Purpose

This document outlines a strategy for collecting thoughts and questions of the public during the preparation of transportation planning documents for the Nantucket Planning and Economic Development Commission (NP&EDC). The awareness and involvement of persons interested in governmental processes are critical to successful regional transportation planning and programming. When the public is engaged in the process, its feedback helps assure projects address community needs. Likewise, the public gains a better understanding of the tradeoffs and constraints associated with transportation planning. This Public Participation Plan (PPP) serves as a guide for the NP&EDC's public involvement process as well as the continuing, comprehensive, and coordinated (3C) planning process among stakeholders to ensure the ongoing opportunity for broad based participation in the development and review of regional plans and programs.

1.2 Community Profile

Nantucket is located 25 miles off the south shore of Cape Cod in Nantucket Sound. The main island of Nantucket is approximately 45.9 square miles, and is 14 miles long and varies in width from 3 to 6 miles. Two other barrier islands, Tuckernuck and Muskeget, lie to the west of Nantucket.

Much of Nantucket's economy is income generated from tourists and other visitors, retirees, and second-home owners. Therefore, the community depends greatly upon the survival of these natural and historic resources, as well as the marine resources, to maintain the island as a premier destination. Nantucket's appeal as a year round residence is evident in the island's increasing population figures, which doubled between the 1980 and 2010 US Census from 5,087 to 10,172. And although dwellings are located throughout the island, a majority the year round population is concentrated in the central portion of the island, or "mid-island", which accounts for 55% of the year round population on 9% of the island.

Neighborhoods with high minority, limited English proficiency, low-income, and foreign-born populations have been identified with data from the American Community Survey (ACS) for 2009-2013. Other populations have also been identified to ensure protection and prohibit discrimination or disproportionate adverse impacts based on gender, disability status, and age. The areas with higher concentrations of lower income, minority, limited English proficiency, and/or disabled populations are primarily in the mid-island and Airport area neighborhoods. These areas are also within the Town Overlay District where not only density and future growth are focused, but also

transportation services and facilities, such as public transportation and multi-use paths, are available or future investments in this infrastructure is targeted.

As reflective of the seasonal tourist economy, most jobs are in the retail and service sectors. A large portion of the employment is also in construction and manufacturing, which is indicative of the growth the island experienced in the last 30 years. Transportation plays a critical role in the local economy. It is important that the island maintain the natural and historic qualities while providing a safe and efficient means for visitors and residents to travel to and around the island. Traffic gridlock threatens Nantucket's aesthetics and character, as do contemporary solutions to traffic problems.

Outreach to all user groups, including protected and workforce populations, is primarily accomplished through the notification to and participation of identified transportation stakeholders, who are listed in Section 2.2.5.

1.3 NP&EDC Authority

The NP&EDC serves as one of the Commonwealth of Massachusetts' thirteen Regional Planning Agencies. Ten of these agencies are federally designated Metropolitan Planning Organizations (MPO). Federal regulations require that an MPO be formed in urbanized areas with a population of 50,000 or more. While the Nantucket region (as well as the Martha's Vineyard region) do not meet these criteria, the Massachusetts Department of Transportation (MassDOT) and the MassDOT Highway Division provide funds for transportation planning in these regions, essentially treating them as MPOs.

The Nantucket MPO is a decision making body consisting of MassDOT, the MassDOT Highway Division, and the NP&EDC. For the purpose of this document, the Committee of Signatories will be referred to as the Nantucket MPO. In this role the NP&EDC follows federal transportation planning regulations, including the participation of citizen advisory groups in transportation planning activities..

The NP&EDC is charged with planning for the “orderly and coordinated development and protection of the physical, social and economic resources for the Island of Nantucket” (Mass. General Law, Chapter 561 of the Acts of 1973, “An Act Establishing the Nantucket Planning & Economic Development Commission”). The NP&EDC consists of twelve members:

- 5 elected members of the Nantucket Planning Board,
- 1 member appointed by the Conservation Commission,
- 1 member appointed by the County Commissioners,
- 1 member appointed by the Housing Authority,
- 1 Director of the Department of Public Works as an ex-officio member, and
- 3 at-large members appointed by the NP&EDC.

1.4 NP&EDC Meetings

The NP&EDC generally meets on the first Monday of each month at 6:00PM to discuss a variety of regional planning issues, including transportation. Meetings are also typically held in the Public Safety Facility located at 4 Fairgrounds Road, Nantucket, MA. The meeting facilities are fully accessible and, if needed, assisted listening devices can be provided with advance notice. Meetings can also be accessed on-line either through a live stream or viewed afterwards using the Town of Nantucket website.

1.5 Legislative Mandate

The Federal Aid Highway Act of 1962 passed by Congress made transportation planning a condition for receipt of federal highway funds. This legislation encouraged “a *Continuing, Comprehensive* transportation planning process carried on *Cooperatively* by the states and local communities”, known as the “3-C” planning process.

An array of subsequent and current highway bills further increased the need for the transportation planning process. These bills were/are:

- Federal Highway Act of 1970
- FHWA/Urban Mass Transportation Administration Joint Regulations (UMTA) (1975)
- Federal Aid Highway Act of 1982
- Revised FHWA/UMTA Joint Regulations (1983)
- Intermodal Surface Transportation Efficiency Act of 1991 (ISTEA)
- Transportation Equity Act of the 21st Century (TEA-21) 1998
- Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU) 2005
 - As part of the Federal SAFETEA-LU transportation bill all MPOs must develop a **Public Participation Plan** in consultation with affected agencies and groups that the plan is intended to reach.
- Moving Ahead for Progress in the 21st Century Act (MAP-21) 2012
 - MAP-21 requires the Metropolitan Planning Organizations (MPOs) to provide for consideration of projects and strategies that will serve to implement six (6) transportation planning factors as follows:
 - *Strengthens America’s Highways*
 - *Establishes a Performance-Based Program*
 - *Creates Jobs and Supports Economic Growth*
 - *Supports the Department of Transportation’s (DOT) Aggressive Safety Goals*
 - *Streamlines Federal Highway Transportation Programs*
- *Accelerates Project Delivery and Promotes Innovation* Fixing Americas Surface Transportation Act (FAST) – 2015
 - This bill establishes a new National Highway Freight Program

- MPOs must provide for the development and integrated management of “intermodal facilities that support intercity transportation, including intercity buses and intercity bus facilities, and commuter van providers.”
- Public Transit representatives shall have same authority as other MPO committee members
- MPOs are encouraged to consult with State agencies that plan for tourism and natural disaster reduction
- New planning factors: system resiliency and reduce/mitigate stormwater impact on surface transportation and
- MPO Plans shall identify public transportation facilities and intercity bus facilities

1.6 Development of the Public Participation Plan

The development of this plan began with a review of the plan endorsed in June 2007 not only to identify areas that need to conform with federal and state regulations, but to also identify new ways in which the public could be engaged to maximize participation. This step was conducted simultaneously with a review of plans prepared by other RPAs around the country to identify progressive strategies to engage the public.

An amendment of the current PPP was approved on (DATE) to include a process for adjusting, not amending, transportation planning documents. An adjustment would not significantly alter an approved document, but simply add to or edit language or figures (such as funding totals) that would more accurately represent the original scope of the document.

As part of the development of this PPP, staff contacted agencies listed in the original mailing list for the NP&EDC, as well as new agencies required by SAFETEA-LU (such as the Wampanoag Tribe of Gay Head). This strategy served to: 1) provide the agencies and committees with an overview of the plan, 2) request participation in a review of the plan, and 3) solicit comments to improve the engagement strategies and to identify other agencies or committees that should be considered key stakeholders in the process.

All the required agencies were contacted and provided with copies of the draft plan, and subsequently staff met directly with the Housing Authority and Board of Selectmen. Other agencies that staff frequently coordinated with included the Council on Aging and the Planning Board.

Written comments and a description of changes made to this plan as a result of the public review period are included in this plan in section 3.

2. Public Participation

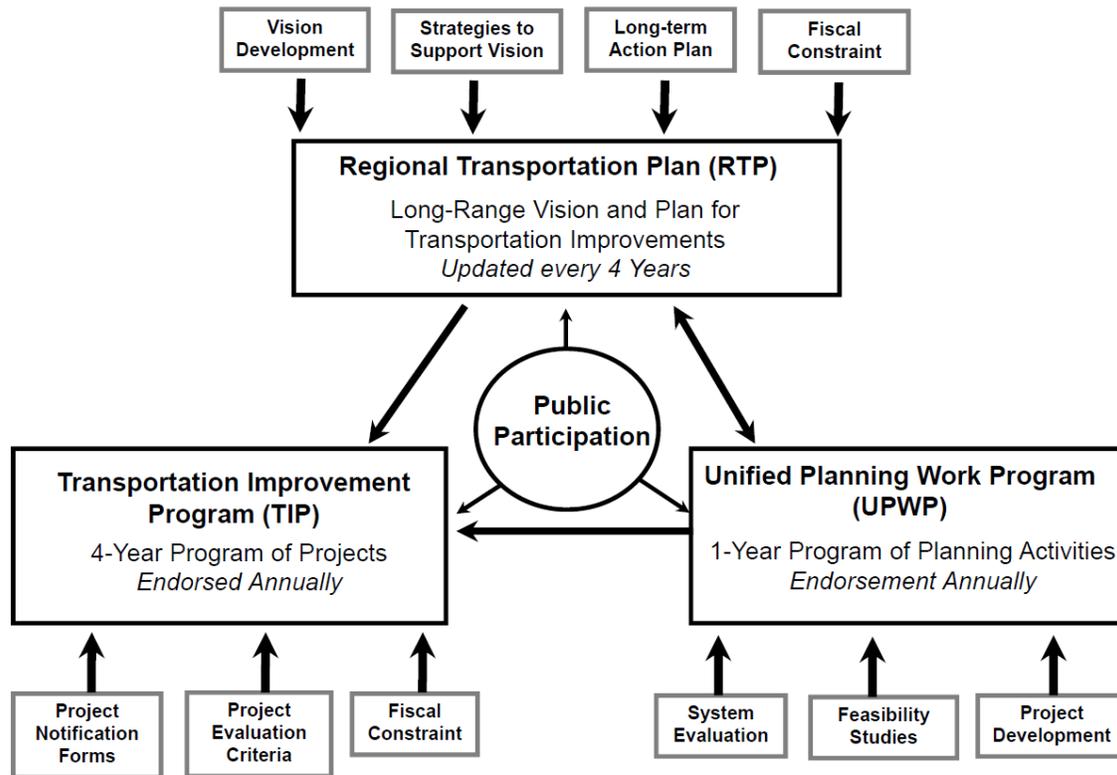
This Public Participation Plan (PPP) outlines the opportunities for interested parties to comment on the transportation planning that the NP&EDC does for the region. The following are required by the FAST Act:

- Make Regional Transportation Plans (RTP), Transportation Improvement Programs (TIP), Unified Planning Work Programs (UPWP), and other transportation studies available for public review in advance of board meetings where documents will be endorsed.
- The PPP should provide opportunities for the public to offer commentary, and such opportunities should be scheduled at convenient and accessible places and times.
- The PPP must use visualization techniques. These techniques may vary, but can include maps, transportation models, and animation.
- Provide the RTP, TIP, UPWP, and other transportation studies in electronic format on the internet. These will be provided on the NP&EDC webpage, and may be provided on the Nantucket Regional Transit Authority's webpage.

1.7 Description of Transportation Program Documents

The following is a description of planning documents that will be required to adhere to the PPP. The chart below depicts the relationship between these planning documents.

Relationship Between NP&EDC Transportation Planning Documents



1.7.1 Regional Transportation Plan (RTP)

The RTP is required under federal SAFETEA-LU law, and is a comprehensive report, updated every four years, that identifies existing conditions, as well as problems and deficiencies, of the Island's transportation infrastructure. The infrastructure includes roadways, public transportation, bike and pedestrian facilities, parking facilities, ferry facilities, and airport facilities. The RTP also articulates the goals and objectives for future projects and programs to improve the system, and provides a 25-year fiscally constrained schedule for implementing the recommended improvements.

The draft RTP shall be developed in consultation with state and local agencies responsible for land use management, natural resources, environmental protection, conservation, and historic preservation, as well as with representatives of public transportation, freight transportation, bicycle and pedestrian facilities, and disabled populations. The draft shall be made available for public review at least thirty days prior to the NP&EDC endorsement. Copies shall be made available at the NP&EDC office, Board of Selectmen's office, and the Nantucket Atheneum, as well as in an electronic format on the NP&EDC webpage. At least one public hearing shall be held before the endorsement to solicit public comments and questions.

1.7.2 Transportation Improvement Program (TIP)

This is the short-range transportation programming document that includes a prioritized listing of improvement projects (both roadway and transit projects) identified in the RTP that would utilize federal funding for implementation. The TIP must be financially constrained and endorsed annually by the NP&EDC.

The draft TIP shall be developed in consultation with the Town of Nantucket, Nantucket Regional Transit Authority, MassHighway, and the Executive Office of Transportation. The draft shall be made available for public review at least thirty days prior to the NP&EDC endorsement. Copies shall be made available at the NP&EDC office, Board of Selectmen's office, and the Nantucket Atheneum, as well as in an electronic format on the NP&EDC webpage. At least one public hearing shall be held before the endorsement to solicit public comments and questions.

1.7.3 Unified Planning Work Program (UPWP)

The UPWP is a document that describes all of the transportation planning activities expected to be undertaken in the Nantucket region during the year. The UPWP is endorsed annually by the NP&EDC, and is one of the federal requirements for a certified transportation planning process that is a prerequisite for the receipt of federal funding for transportation improvements for roads or transit in the region.

The draft UPWP is prepared with input from the Town of Nantucket, the Executive Office of Transportation and the MassHighway. The draft shall be made available for public review at least thirty days prior to the NP&EDC endorsement. Copies shall be made available at the NP&EDC office, Board of Selectmen's office, the Nantucket Atheneum, as well as in an electronic format on the NP&EDC webpage. At least one public hearing shall be held before the endorsement to solicit public comments and questions.

1.7.4 Amendments and Adjustments to the RTP, TIP, and UPWP

Following the endorsement of the RTP, TIP, or UPWP, there may arise an issue that will require that these documents be changed. Amendments are changes, such as the addition or deletion of a project, program, or task from the RTP, TIP, or UPWP, that are considered significant and require notification of a comment period and a public meeting prior to NP&EDC vote. Adjustments are changes, such as a new funding amounts or new descriptive narratives, which are considered minor and do not add or delete a project, program, or task from the RTP, TIP, or UPWP. Adjustments do require a public meeting prior to approval, but do not require notification of a public comment period.

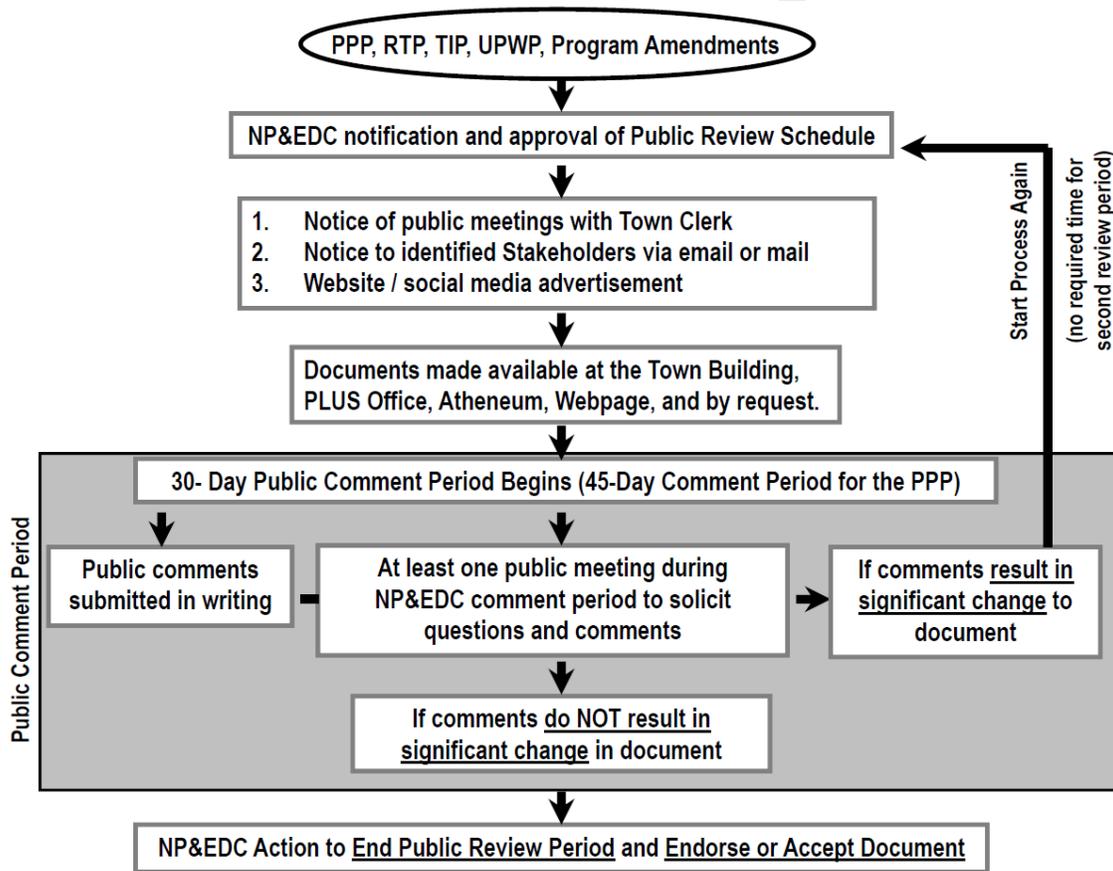
1.7.5 Transportation Planning Studies

These studies are routinely undertaken by the NP&EDC to address the goals and objectives stated in the RTP, and to provide required information and potential

recommendations for the TIP. Funding for these studies can originate from the UPWP, but can be provided through other sources, such as the Town of Nantucket.

A draft study shall be developed with input from identified stakeholders. Copies shall be made available at the NP&EDC office, Board of Selectmen’s office, the Nantucket Atheneum, as well as in an electronic format on the Town’s website. At least one public meeting shall be held before the acceptance of a study to present the results and recommendations and to solicit public comments and questions.

2.2 Public Participation Process



2.2.1 NP&EDC Notification

The NP&EDC shall be informed by the Planning Office staff at the beginning of the development of, or amendment/adjustment to, the Regional Transportation Plan, TIP, UPWP, or transportation planning study, and shall have an opportunity to provide comments on the scope and ways to involve the public in the process. At the time of notification, the NP&EDC should discuss and approve the scheduling of future public meetings required as part of the public participation process.

2.2.2 Public Meeting Notice

Notices of meetings where these plans, programs and studies will be discussed shall be made not less than 48-hours in advance through the Nantucket Town Clerk, which is posted in the Town Clerk's office, on the meeting notice board of the Town and County Building located at 16 Broad Street, and on the Town's website.

The notice of meetings shall also be sent to all interested parties listed in the NP&EDC's mailing list (see item 2.2.5 below), and anyone who has subscribed to receive notices posted with the Town Clerk.

2.2.3 Advertisement

Advertisements announcing the 30 day public review period, the availability of draft copies of the RTP, TIP, UPWP, or Amendments to these documents, and the opportunity to review and comment on the document will be published on the Town of Nantucket's website. A forty-five day period will be advertised for any changes to the PPP.

Public notice of the thirty day public review period and availability of draft documents shall also be made using the Town's social media outlets. A forty-five day period will be advertised for any changes to the PPP.

Other advertisement strategies, such as press releases, should be used as needed to maximize public involvement in the transportation planning decision making process.

Although amendments to the RTP, TIP, and UPWP are considered significant and require advertisement of a public comment period, adjustments to these documents are considered minor and do not require advertisement.

2.2.4 Availability and Review of Drafts

There will be at least a thirty day review period prior to the endorsement of the RTP, TIP, UPWP, or Amendments to these documents. There will be at least a forty-five day period will be advertised for any changes to the PPP.

Although amendments to the RTP, TIP, and UPWP are considered significant, adjustments to these documents is considered minor and do not require a public comment period.

The NP&EDC members, Town Administration, and the Nantucket Atheneum shall receive copies of the draft documents.

Copies of the drafts shall also be readily available to the general public at the PLUS office, Town Building, Nantucket Atheneum, or by request via telephone, email, or fax.

An electronic version of the draft will be made available on the NP&EDC webpage during the public review period.

At least one public meeting will be held when developing or amending/adjusting the RTP, TIP, UPWP, or transportation planning study. The number of public meetings will be in proportion to the significance of the item under consideration.

If the public comments or interagency comments result in significant changes to the draft document, then an additional public review period will be started to allow review of the changes. There is no required time for the additional review period, but a two week (14 day) period could be used. Written comments and a summary of changes to a draft document resulting from these will be made part of the final RTP, TIP, UPWP, or major transportation planning study.

The NP&EDC staff is available to meet with local officials or any other interested citizens to discuss or receive written comments on the RTP, TIP, UPWP or major transportation planning study.

2.2.5 Transportation Stakeholder List

This list contains the following interested parties:

- Representatives of Nantucket in the Federal and State Legislature
- MassDOT liaison
- Wampanoag Tribe of Gay Head – Cultural Resource Protection
- Woods Hole, Martha's Vineyard and Nantucket Steamship Authority
- NP&EDC members
- Town Manager
- Nantucket Regional Transit Authority Administrator
- Nantucket Natural Resources Coordinator
- Nantucket Public Schools Administrator
- Roads and Right of Way Committee
- Bicycle and Pedestrian Advisory Committee
- Council on Aging
- Council for Human Services
- Nantucket Housing Authority
- Commission on Disabilities
- Nantucket Interfaith Council
- Fire Department
- Police Department
- Department of Public Works
- *The Inquirer and Mirror* newspaper
- And members of the general public, if requested

Anyone can be added to the list upon written request to the NP&EDC.

Anyone that has subscribed to receive alerts/notices through the Town of Nantucket website will also receive NP&EDC notifications.

Planning staff will be available to meet and review drafts with any committee or agency upon request.

2.2.6 Summary of Public Participation

Program	Public Meeting Requirements	Comment Period (Minimum)	Advertising
Public Participation Plan (PPP)	One meeting prior to public comment period and one additional meeting during public comment period	45 days	Public meeting notices. Notification to the identified stakeholders via mail or email. Public notification via website posting and social media. Availability of document for review at the Town Building, PLUS Office, and Atheneum during and after the public comment period.
Regional Transportation Plan (RTP)	One meeting prior to public comment period and one additional meeting during public comment period	30 days	Public meeting notices. Notification to the identified stakeholders via mail or email. Public notification via website posting and social media. Availability of document for review at the Town Building, PLUS Office, and Atheneum during and after the public comment period.
Transportation Improvement Program (TIP)	One meeting prior to public comment period and one additional meeting during public comment period	30 days	Public meeting notices. Notification to the identified stakeholders via mail or email. Public notification via website posting and social media. Availability of document for review at the Town Building, PLUS Office, and Atheneum during and after the public comment period.

Unified Planning Work Program (UPWP)	One meeting prior to public comment period and one additional meeting during public comment period	30 days	Public meeting notices. Notification to the identified stakeholders via mail or email. Public notification via website posting and social media. Availability of document for review at the Town Building, PLUS Office, and Atheneum during and after the public comment period.
Amendments to Documents	One meeting prior to review amendment and one additional meeting prior to approval	30 days	Public meeting notices. Notification to the identified stakeholders via mail or email. Public notification via website posting and social media. Availability of document for review at the Town Building, PLUS Office, and Atheneum during and after the public comment period.
Adjustments to Documents	One meeting prior to approval of adjustments	None	Public meeting notices. Notification to the identified stakeholders via mail or email. Public notification via website posting and social media.
Transportation Studies	One meeting at start of study and one additional meeting to present results and recommendations	None. Outreach efforts to identified stakeholders will be identified before start of study	Public meeting notices. Notification to the identified stakeholders via mail or email. Public notification via website posting and social media. Availability of document for review at the Town Building, PLUS Office, and Atheneum during and after the public comment period.

3. Public and Staff Written Comments during the Public Review Period

The written letters attached to this section were received by the Planning Office during the 45-day review period from the public and various agencies concerning the draft version of this PPP. Other written comments are from staff addressing the comments received in these letters.

WANT TO RIDE the **WAVE** YEAR-ROUND?

NRTA Year-Round Bus Service Study

Study Finalization
June 22, 2016



Photos by Susan Richards, SR Concepts

1

Agenda

- Study Recap
- Preferred Alternative
- Review of April 13 Meeting
- Discussion
- Study Finalization



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NRTA Year-Round Bus Service Study

2

Study Recap

- Analysis of existing service
- Demographic and socioeconomic analysis and projections
- Demand analysis
- Outreach effort – surveys, workshops, meetings
- Development of options
- Evaluation of options
- Definition of a preferred alternative
- Development of transit service plan for year-round service

NRTA Year-Round Bus Service Study

3

2015 NRTA Route Diagnostics

Route Name	Farebox Recovery	Passengers per Mile	Passengers per Hour	Cost per Mile	Cost per Passenger	Subsidy/passenger
Airport Route	11.2%	0.75	3.78	\$13.51	\$18.11	\$16.08
Jetties Beach	34.2%	6.62	23.83	\$19.00	\$2.87	\$1.89
Madaket Route	35.3%	1.07	13.57	\$5.41	\$5.04	\$3.26
Miacomet Loop	27.5%	1.57	17.05	\$6.31	\$4.01	\$2.91
Mid Island Loop	26.1%	2.03	15.76	\$8.80	\$4.34	\$3.21
Sconset via Milestone Rd	48.6%	1.32	18.56	\$4.85	\$3.69	\$1.90
Sconset via Old South Rd	57.8%	1.46	23.08	\$4.33	\$2.96	\$1.25
Sconset via Polpis Rd	31.6%	0.77	11.53	\$4.56	\$5.93	\$4.06
Surfside Beach	68.8%	2.50	25.85	\$6.61	\$2.65	\$0.82
Fixed Route System Total	32.6%*	1.54	15.90	\$8.05	\$5.22	\$3.81
Ferry Connector	90.5%**	0.97	2.33	\$28.60	\$29.42	\$2.79

*Does not include Ferry Connector, with ferry connector and subsidy it is 44.4%

**Includes private funding (subsidy). Without the funding but instead a \$2 fare it would be 6.8%

Green indicates better than state average

NRTA Year-Round Bus Service Study

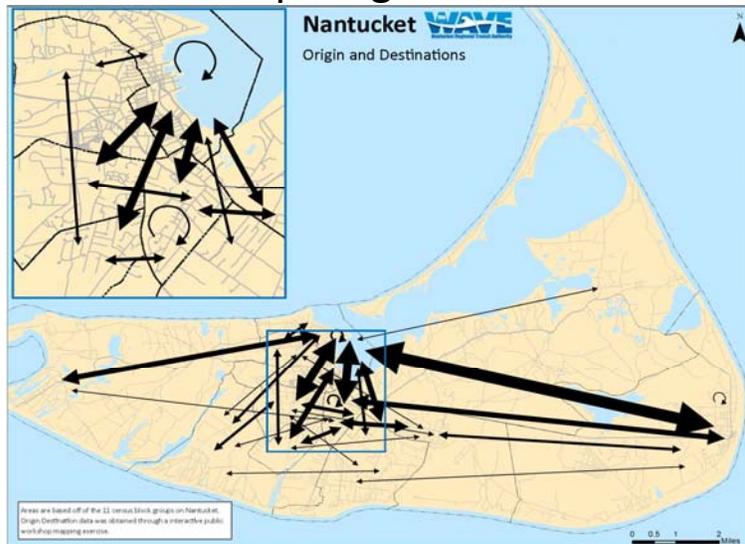
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Outreach Summary

- Stakeholder meeting – 16 attendees
- Public Workshops – 50 attendees
- Pop-up table High School – 54 attendees
- Pop-up table Stop & Shop – 27 attendees
- Online Surveys – 918 completed

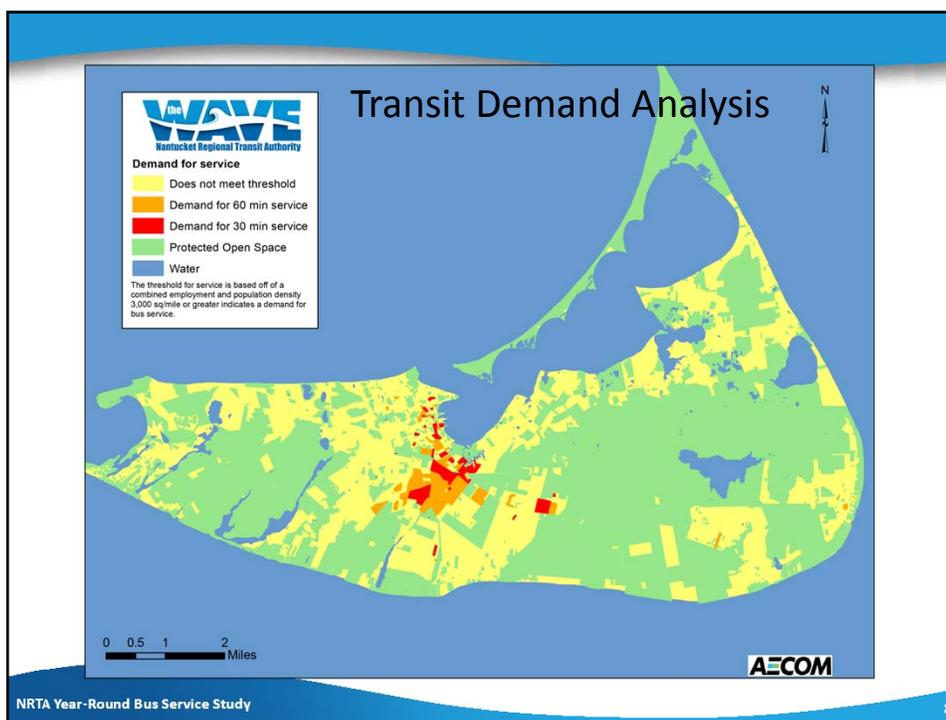
Total surveys received = 1,132

Public Workshop Origin-Destination Pairs



Survey Findings – Off-Season Service

- Year-round residents had the highest response rate and primarily live in the Mid-Island area
- 96% of respondents that ride the WAVE in the summer said they would also ride in the off-season
- Mid-Island and Miacomet are the most popular routes



Alternatives Development Process

- Identify Transit Markets/Audience
- Develop a Menu of Options
- Evaluate Options
 - Level of Service
 - Projected Ridership
 - Projected Operating Cost
- Identify a Preferred Alternative

Current NRTA WAVE service operates 145 days each year

NRTA WAVE averages 1,200 trips per day in the shoulder season and 2,900 trips per day in the peak

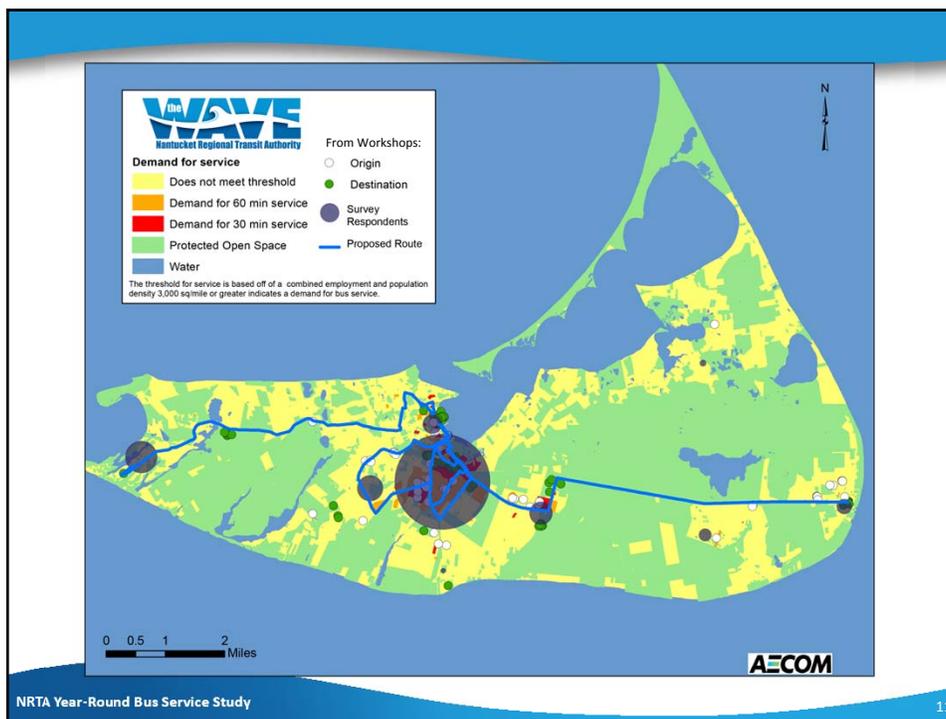
Preferred Alternative

^ Current NRTA WAVE bus service is operated 145 days per year

Service Indicator	Off-Season	Service Indicator	Off-Season
Additional days operated	217 [^]	Vehicle requirement	3
Weekday service hours	7AM-9PM	Driver requirement	6.9
Weekend service hours	8AM-7PM	Projected daily ridership	610
Number of routes	4	Annual operating cost*	\$813,000

** Does not include farebox revenue*





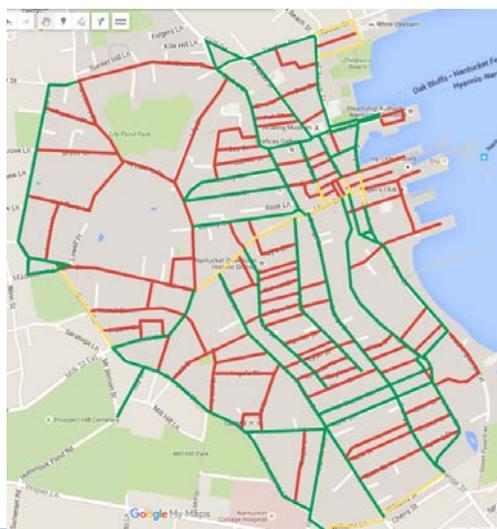
Discussion

- Preferred Alternative
- Topics from April 13th Meeting
 - Transit mode share and statistics
 - Downtown routing
 - Cost saving options
 - Exclude service to Sconset
 - Examine a Mid Island/Miacomet Loop combination

Transit Mode Share and Statistics

- Transit ridership as a percentage of total trips
- Transit vehicles as a percentage of vehicular travel
- Common transit performance measures and statistics
- Average transit service response rates

Downtown Routing



Not Useable

- Roadway width is too narrow
- On-street parking is allowed and makes the roadway impassible
- Tight corner, bus cannot make turn onto and/or out of road
- Private road

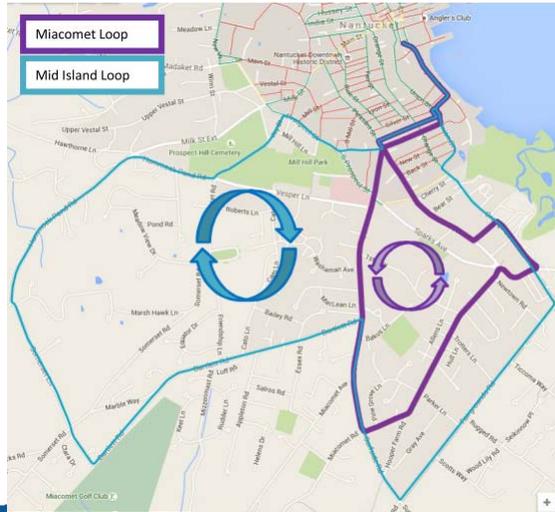
Maybe Useable

- Cobblestone roads
- Two-way street but useable in one direction only
- Only if parking removed
- Requires cutting back curbs and larger turning radii

Useable

- Sufficient roadway width
- On-street parking does not inhibit traffic flow
- Intersection corners have large radius
- Public road

Option 1 – Existing Routing



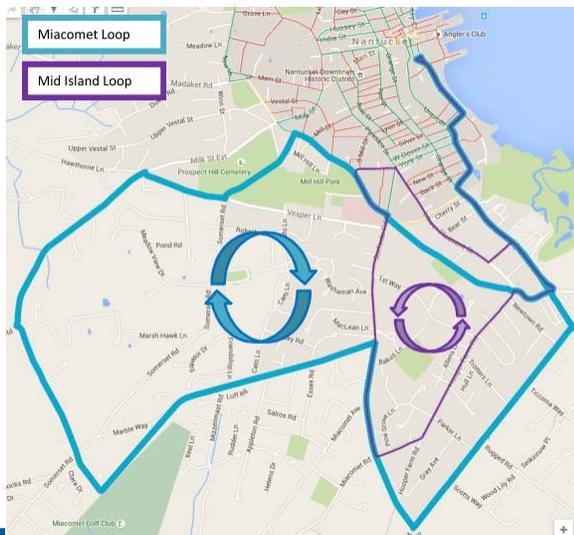
- | Pros |
|---|
| • Same routing as in the summer will decrease confusion |
| • No new capital equipment required |
| • 30 minute service on both routes |
| • No loss of service areas |
| Cons |
| • 4 buses per hour on Dover Street |
| • 2 buses per hour on York Street |

Option 2 – Main Street



- | Pros |
|--|
| • Zero vehicles on York and Dover |
| • New service along Pleasant Street, Milk Street and Milk Street Extension |
| Cons |
| • Increased frequency from 30 to 45 minutes on both routes due to slower speeds on Main Street associated with traffic road conditions |
| • Capital cost ~\$250,000 per bus |
| • Increased operating cost of \$182,000 |
| • No service to Stop and Shop |
| • New stops required |
| • Different routing than summer season, may be confusing |

Option 3 – Orange Street



- | Pros |
|--|
| <ul style="list-style-type: none"> • Zero vehicles on York and Dover • New service along S. Prospect Street and Sparks Avenue • Additional service to the hospital |
| Cons |
| <ul style="list-style-type: none"> • Increased frequency from 30 to 45 minutes on both routes due to increased mileage • Increased operating cost of \$182,000 • New stops required • Different routing than summer season, may be confusing |

Possible Cost Saving Options

- Operate weekday service or weekday + Saturday service only
 - Savings = \$266,000 (no weekend service)
 - Savings = \$133,000 (no Sunday service)
- Exclude Madaket Route service extension
 - Savings = \$35,000
- Operate Mid Island and Miacomet Loops with 60 minute frequency instead of 30 minute frequency
 - Savings = \$270,940
- Operate 4 trips daily on Sconset via Old South Road Route instead of 7
 - Savings = \$62,000
- Only extend current shoulder routes* to begin at the Daffodil Festival and end after Christmas Stroll
 - Savings = \$524,000

*Ferry Connector, Mid Island and Miacomet Loops, Sconset via Old South Road Route

Exclude service to Sconset

- Excluding service to Sconset from the Preferred Alternative does not result in cost savings
- New Old South Road/Nobadeer Farm Road service would run at 60-minute frequency to maintain service in the corridor

Mid Island/Miacomet Loop Combination

Indicator	Option 1	Option 2
Round-trip Mileage	6.5	6.5
Cycle time (min)	30	30
Headway (min)	30	30
Weekday Service Span	14 hrs	14 hrs
Weekend Service Span	14 hrs	11 hrs
Additional Days Operated	217	217
Driver Requirement (FTE)	2.45	2.3
Vehicle Requirements	1	1
Total New Rev. Hours	3,038	2,852
Total New Rev. Miles	19,747	18,538
Projected Ridership	87,885	87,904
Projected Riders/Day	405	405
Operating Cost*	\$288,610	\$270,940



Pros

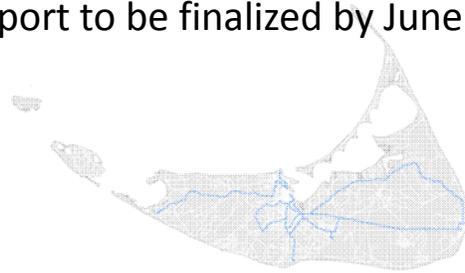
- Eliminates busses from York Street
- Cost savings = \$270,940

Cons

- Eliminates service to Stop and Shop
- Eliminates service to the schools
- Eliminates Service to the hospital
- Service on Hooper Farm Rd would be in the opposite direction as summer service, requires additional bus stop signs
- Does not service the park-and-ride

Study Finalization

- Discussion
- Study report to be finalized by June 30





NP&EDC of Nantucket

**AGREEMENT BETWEEN
THE NANTUCKET PLANNING & ECONOMIC DEVELOPMENT COMMISSION
AND
EDWARD H. MARCHANT**

This AGREEMENT, effective the _____, 2016, made by and between the NP&EDC OF **NANTUCKET PLANNING AND ECONOMIC DEVELOPMENT COMMISSION**, acting by and through the NP&EDC of Nantucket Director of Planning & Land Use Services, (hereinafter, the "NP&EDC") and **EDWARD MARCHANT** (hereinafter, the "CONTRACTOR").

A. Whereas, the NP&EDC desires to engage the CONTRACTOR as an independent contractor to perform the services set forth on EXHIBIT A, attached hereto (the "Services");

B. Whereas, the CONTRACTOR agrees to accept the engagement by the NP&EDC in accordance with the terms set forth herein;

NOW, THEREFORE, the parties, in consideration of the mutual covenants contained herein, agree as follows:

1. The NP&EDC hereby retains the CONTRACTOR to perform the Services and the CONTRACTOR agrees to perform the Services as provided herein. Any written or other materials or intellectual property produced by the CONTRACTOR for the NP&EDC hereunder shall be the property of the NP&EDC and, upon the expiration or termination of this Agreement the CONTRACTOR shall deliver copies of the originals of all such materials, as well as notes, work papers and the like, to the NP&EDC.

2. The term of this Agreement will commence on October 1, 2016, and terminate on September 30, 2018, or when the performance of the Services has been completed in a manner reasonably satisfactory to the NP&EDC. The NP&EDC shall have the right to terminate this Agreement at any time and for any reason upon written notice given to the CONTRACTOR.

3. The CONTRACTOR will perform the Services in a first class, professional manner and in compliance with all applicable federal, state and local laws, regulations and ordinances. The CONTRACTOR shall be subject to the administrative supervision of the Board of Selectmen, or its designee, who shall be responsible for scheduling the work to be done by the CONTRACTOR on a daily or other basis. The CONTRACTOR shall perform the Services in cooperation with NP&EDC personnel as appropriate.

4. The NP&EDC will pay the CONTRACTOR compensation in the amount of \$9,000 as payment in full for the Services. This agreement may be subject to budgetary limits and, in such case, the NP&EDC shall not be obligated to pay the CONTRACTOR any amount of fees or expense in excess of \$9,000 without the express prior written approval of the Board of Selectmen.

5. The parties acknowledge that the CONTRACTOR is an independent contractor and not an employee of the NP&EDC. The CONTRACTOR shall not be entitled to any employment fringe benefits to which NP&EDC employees are entitled.

6. To the extent permitted by the CONTRACTOR'S professional liabilities and/or liability insurance, the CONTRACTOR agrees to indemnify and hold harmless the NP&EDC and its agents, officers and employees from any losses, claims or costs, of whatever kind or nature, suffered by the NP&EDC or any third party which result from, or are related to, the performance (or failure to perform) by the CONTRACTOR of Services pursuant to this Agreement. The CONTRACTOR shall obtain and maintain such policies of insurance, written by companies licensed to do business in Massachusetts, as may be set forth on Exhibit A and shall add the NP&EDC as an additional insured thereunder.

IN WITNESS THEREOF:

CONTRACTOR NAME:

NANTUCKET PLANNING & ECONOMIC
DEVELOPMENT COMMISSION

Edward H. Marchant
Principal
EHM/Real Estate Advisor

Andrew Vorce, Director of Planning
NP&EDC
Town of Nantucket

DATE: _____

DATE: _____

FEIN/SSN:
04-3057139

Department Org./Obj. Code:

Purchase Order # _____

As to the Availability of Funds:

Brian E. Turbitt Finance Director or
Bob Dickinson – Assistant Town Accountant

Date

EXHIBIT A

1. Description of Services:

To provide technical assistance and professional review services to the Nantucket Planning & Economic Development Commission, the Affordable Housing Trust Fund, and various Town of Nantucket Boards for matters involving the implementation of the Housing Production Plan to assess the need for and support the creation of sustainable affordable housing options on Nantucket.

2. Other payment terms: 100% payment upon completion of work, submission of CONTRACTOR'S invoice and approval of invoice by the NP&EDC.

3. Insurance Required (if any): None required

(a) Workers' Compensation, covering the obligations of the CONTRACTOR in accordance with applicable Workers' Compensation or Benefits laws.

(b) Commercial General Liability Insurance on an occurrence basis with a combined single limit of not less than \$1 million. Coverage is to include premises and operations, coverage for liability of subcontractors. The policy shall contain an endorsement stating that the aggregate limits will apply separately to the work being performed under this Agreement.

(c) Automobile Liability Insurance of not less than \$1 million combined single limit covering owned, hired and non-hired vehicle use.

(d) Errors and Omissions Insurance of not less than \$1 million per claim.

(e) Such additional insurance as may be required to be carried by the CONTRACTOR by law.

EXHIBIT B

TAX COMPLIANCE CERTIFICATION

Pursuant to M.G.L. 62C, §49A, I certify under the penalties of perjury that, to the best of my knowledge and belief, I am in compliance with all laws of the Commonwealth relating to taxes, reporting of employees and contractors, and withholding and remitting child support.

Federal Employer Identification Number

04-3057139

By: Edward H. Marchant, Principal

EHM/Real Estate Advisor

Date:

CERTIFICATE OF NON-COLLUSION

The undersigned certifies under penalties of perjury that this bid or proposal has been made and submitted in good faith and without collusion or fraud with any person. As used in this certification, the word "person" shall mean any natural person, business, partnership, corporation, union, committee, club, or other organization, entity, or group of individuals.

Edward H. Marchant, Principal

EHM/Real Estate Advisor

Contract Summary

Contract Name:	Edward H. Marchant EHM/Real Estate Advisor		
Purpose:	To provide technical assistance and professional review services to the Nantucket Planning & Economic Development Commission, the Affordable Housing Trust Fund, and various Town of Nantucket Boards for matters involving the implementation of the Housing Production Plan to assess the need for and support the creation of sustainable affordable housing options on Nantucket.		
Total Cost of Contract:	\$9,000		
Cost per Year:	Varies on a project by project basis.		
Multi Year:	October 1, 2016 through September 30, 2018		
Duration:	Renewal: 10/1/2016- 9/30/2018	Annual:	New:
Cost Savings if any	n/a		
Additional Costs if any	n/a		
Prior Costs:	N/A		
Funding source			
Number of Bidders	N/A		
ENCUMBER FUNDS	YES or NO		

Purchase approved by Dept Head: _____ Date: _____

Dept Procurement Review Done: _____ Date: _____

Procurement Office Review Done: _____ Date: _____



NP&EDC of Nantucket

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THE NANTUCKET PLANNING & ECONOMIC DEVELOPMENT COMMISSION
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2. The term of this Agreement will commence on October 1, 2015, and terminate on September 30, 2016, or when the performance of the Services has been completed in a manner reasonably satisfactory to the NP&EDC. The NP&EDC shall have the right to terminate this Agreement at any time and for any reason upon written notice given to the CONTRACTOR.

3. The CONTRACTOR will perform the Services in a first class, professional manner and in compliance with all applicable federal, state and local laws, regulations and ordinances. The CONTRACTOR shall be subject to the administrative supervision of the Board of Selectmen, or its designee, who shall be responsible for scheduling the work to be done by the CONTRACTOR on a daily or other basis. The CONTRACTOR shall perform the Services in cooperation with NP&EDC personnel as appropriate.

4. The NP&EDC will pay the CONTRACTOR compensation in the amount of \$4,999 as payment in full for the Services. This agreement may be subject to budgetary limits and, in such case, the NP&EDC shall not be obligated to pay the CONTRACTOR any amount of fees or expense in excess of \$4,999 without the express prior written approval of the Board of Selectmen.

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6. To the extent permitted by the CONTRACTOR'S professional liabilities and/or liability insurance, the CONTRACTOR agrees to indemnify and hold harmless the NP&EDC and its agents, officers and employees from any losses, claims or costs, of whatever kind or nature, suffered by the NP&EDC or any third party which result from, or are related to, the performance (or failure to perform) by the CONTRACTOR of Services pursuant to this Agreement. The CONTRACTOR shall obtain and maintain such policies of insurance, written by companies licensed to do business in Massachusetts, as may be set forth on Exhibit A and shall add the NP&EDC as an additional insured thereunder.

IN WITNESS THEREOF:

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