



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

Members: Christy Kickham (Chair), Peter McEachern (vice chair), Richard Hussey (Secretary), Jim Kelly, Nat Lowell, Pete Kaizer, Stephen Welch

MINUTES

Wednesday, October 5, 2016
4 Fairgrounds Road, Training Room – 8:00 am

Called to order at 8:05 a.m.

Staff: Libby Gibson, Town Manager; Brian Turbitt, Director Finance; Lynell Vollans, Assistant Director Finance; Julia Lindner, Financial Analyst; Terry Norton, Town Minutes Taker
Attending Members: Kickham, Hussey, McEachern, Kelly, Kaizer, Welch
Absent Members: Lowell
Late arrival: None
Department heads: Chief Pitman, Nantucket Police Department; Dave Fronzuto, Office Emergency Management Manager; Kara Buzanoski, Department Public Works (DPW) Director; Chief Rhude, Nantucket Fire Department; Linda Rhodes, IT Manager; Jamie Sandsbury, Nantucket Memorial Airport (NMA) Business and Finance Manager

I. APPROVE MINUTES

- 1. December 9, 2015 **Motion to Approve.** (made by: Hussey) (seconded by: Kaizer) Carried unanimously
- 2. December 16, 2015 **Motion to Approve.** (made by: Hussey) (seconded by: Kaizer) Carried unanimously
- 3. September 7, 2016 **Motion to Approve.** (made by: Hussey) (seconded by: Kaizer) Carried unanimously

II. OVERVIEW OF FY2018 PROPOSED CAPITAL PROJECTS

Documents PowerPoint® FY2018 Capital Projects Review/Town Administration Recommendations
Discussion **Turbitt** – Reviewed PowerPoint® focusing on the general fund FY2018 proposed capital projects totaling \$125,993,209: increases & decreases in costs, moved to out years and new projects, items needing more discussion, projected impact to tax rate (\$294.56 per property).
Kickham – Asked how the \$3m on the DPW garage was ascertained.
Buzanoski – Explained the estimates for construction.
Hussey – Asked how the design is compensated.
Buzanoski – Have hired a design team which is paid based on the total cost of the project; the Request for Proposal (RFP) was put out and chose the bidder who was the most qualified.
Kickham – Asked what will happen to the old garage.
Buzanoski – The older garage will “go away”.
Hussey – Asked if the Madaket/Warren’s Landing/Somerset sewer shows a cost increase.
Turbitt – It was somewhat more than \$79 m so rounded it up to \$8 m.
Kickham – Asked about the Transportation Department, if it is new or a name change.
Turbitt – Explained that it is basically just a name change for everything covering roads and sidewalks and it falls under DPW and Planning and Land Use Services (PLUS).
Hussey – Asked if the cost for Our Island Home (OIH) includes moving its location or staying where it is.
Turbitt – It authorizes funding for design and construction, not location; that will be determined through the design process.
Kickham – Asked if the amount allocated for Town Administration was for design services

Turbitt – The \$850,000 is made up of Children’s Beach and IT. The Town Administration office project was moved out to FY2019. At this time we don’t know if the downtown campus will be renovated or everything will be moved to 2 Fairgrounds Road.

III. REVIEW STATUS OF CURRENT CAPITAL PROJECTS

Documents General Fund Town Capital Projects spreadsheet

Discussion **Turbitt** – Reviewed the revenue and expenses status of on-going capital projects, listed by project and department. Reviewed the status of on-going projects funded by debt override. Reviewed the status of on-going enterprise fund projects by department: Wannacomet Water Company, NMA, Sewer, OIH, and Solid Waste. Typically he gets together with every department on a quarterly basis to reassess the status of projects.

Welch – Asked Electronic Data Management and security are town or department.

Turbitt – They are both town wide.

Welch – Town pier improvement has two projects, asked if that is an overlap.

Turbitt – The first was project was for repair under winter storm Juno, which brought it back to the state it was before damage by that storm. The second project is for ongoing maintenance.

Welch – Asked about permit tracking.

Turbitt – That is for PLUS but can be rolled out to other departments.

Welch – Asked when survey work would begin for in-town bike path.

Buzanoski – Survey for Phase I is being focused on now; Phase I has been rebid; state will award Washington Street to Union Street next month. Phase II Washington Street to downtown, we need to acquire easements on the ocean side. Phase III Orange Street to Union Street will go quickly.

Welch – Nantucket Elementary School (NES) HVAC repair and emergency generator, asked how they fit in with the new building. He would like to have a discussion on CapCom mandate in regards to the school.

McEachern – These are two separate buildings. The repair is for the existing NES.

Welch – The Madaket water line, asked about the extent of the project.

Turbitt – He will talk to Bob Gardner of Wannacomet Water Company and get the information to the committee members.

Welch – Airport rescue/fire support vehicle, there’s about \$720,000 cash available; he thinks it would be useful as part of this report to have a separate report to summarize the remainder portion and/or Finance Committee recommendation and/or Enterprise Fund recommendation. The Sewer Treatment Plant modification, asked what the capacity of the plant is relative to adding the new Madaket sewer.

Buzanoski – The current capacity is 3.5 million; the project will increase its capacity to 4 million.

Welch – In regards to the workgroup and development for the fire station, he would like to understand the protocol in regards to the capital project request form.

Turbitt – Explained the review process.

Kelly – The point about the workgroups, there are two kinds of workgroups, internal and Board of Selectmen (BOS), with different charges. Explained how the BOS charges its workgroup.

Welch – He would like to get a better handle, using the sewer as an example, on how that’s rolled out and where and when this committee is involved and for the committee to establish protocols that better assist in making decisions.

Kickham – Asked what the balance for Affordable Housing Trust is and if the balance is managed annually.

Kelly – It’s \$1.2 m

Turbitt – Some money came from sale of a lot, some is allocated; the Affordable Housing Trust manages its money. There is not an annual appropriation.

V. DATE OF NEXT MEETING

Wednesday, October 12, 2016, 8:00 a.m. at 4 Fairgrounds Road, Training Room

Topic: DPW capital projects

Adjourned at 9:36 a.m.

Submitted by:

Terry L. Norton