



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

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

MINUTES

Thursday, June 6, 2019

4 Fairgrounds Road, Community Room – 3:30 pm

Called to order at 3:33 p.m. and announcements made.

Staff: Libby Gibson, Town Manager; Brian Turbitt, Director Finance; Rebecca Woodley-Oliver, Assistant Procurement Officer; Alexandria Penta, Financial Analyst; Terry Norton, Town Minutes Taker

Attending Members: Welch, Kaizer, Hussey, Kickham, Bridges, Lowell

Absent Members: McEachern

Late arrival: Bridges, 3:41 p.m.

Early departure: Kickham, 4:53 p.m.

Department Heads: David Gray, Sewer Director

Documents used: Weston & Sampson PowerPoint presentation; Sewer Master Plan; Sewer Department 10-year CIP

Weston & Sampson: Daniel Sheahan, Senior Associate; Kent Nichols, Vice president and Practice Leader; Andrew Patnode, Engineer

Agenda adopted by unanimous consent.

I. PUBLIC COMMENTS

1. None at this time.

II. SEWER DISCUSSION

1. Master Plan Discussion – Weston & Sampson presentation – Sewer Projects

Discussion **Gray** – Introduced the team of Weston & Sampson Engineers.

Sheahan – Talked about the Comprehensive Wastewater Management Plan (CWMP), which established areas for sewage. Explained the Shimmo downstream analysis and the resulting Master Plan for the Island. Explained the six different needs areas and how the flow gets to the plant. The sewers are design based upon the peak-flow time of July and August. The next analysis looks at the needs areas and what part of the system needs to be upgraded. The Town has three major force mains; one is out of service; we are going to develop an overall force main plan and develop a plan for future placement of pump stations. We will look at the Town’s infrastructure plan in order to combine projects thus minimizing the need to tear up and repave roads.

Nichols – The CWMP focuses on what areas get sewer and which don’t. There have been changes to the way developing is planned. The Master Plan will be linked to the CWMP. We hope to have a plan to present to a developer, so we know something will be built in a way that doesn’t overburden the system. Reviewed future projects: Surfside Road pump station upgrade, Surfside Wastewater Treatment Plant (SWTP) upgrade, prepare a plan for a 3rd force main for the Sea Street Pump Station, South Shore Road gravity sewer line. Each needs area becomes a separate capital project. About to start work on a similar plan for ‘Sconset. It’s good to have plan the details, a plan for the future, and how each project impacts another.

Bridges – All these projects are override and betterments; asked if any are funded through fees.

Gibson – Most will be funded through the Sewer Enterprise Fund; large ones like Madaket would probably be funded in part with the unused funds from the Shimmo project. There are options.

Kickham – Asked if it might be prudent to put in another pump station for two force mains rather than relying on and burdening further the Sea Street station.

Nichols – The Monomoy area no longer flows to Sea Street; it flows to South Valley Station. Due to growth in the Town area, Sea Street will always be the primary pump station.

Lowell – Asked how much infiltration inflow (II) is left to be done.

Nichols – Extraneous flow tends to be a significant part of the wet flow; the average flow is driven by the high summer population. There is a lot of water because there is infrastructure work that needs to be done on pipes that are 100 years old. The original project was set aside for 4 or 5 years for the CMOM program. In the meantime, areas that need upgrade are being identified.

Welch – There are mechanisms that if water can't go into the sewer system, it has someplace to go; that is pursued through regulatory boards.

Lowell – The new force main is the next big-ticket, priority project.

Welch – Confirmed that Mr. Nichols list of projects are not necessarily in priority order. It would be helpful to have them listed in a priority format and inter-relations. We understand projects that need to be implemented; then there's the planning stage, which gets into needs areas. He's not seeing anything about the effects of expansion; i.e. scoping and forecasting the capacity for added buildout. The select board would need to be able to rely on this report to make determinations. Some will be capital preprogramming. Development is the next aspect of this and working it into the Town's comprehensive plan.

Gibson – We've had discussion of building under the current zoning. The Town Master Plan hasn't been updated. We have a build-out analysis for Madaket with sewer.

Welch – We need to understand the increased load on municipal services created by build out; we would then be able to plan for it; for example, a need to plan for a new fire truck and staffing out for a satellite fire station.

Gibson – That is way beyond the scope of the Master Plan.

Nichols – They have been in discussion with Director of Public Health Roberto Santamaria and Director of Natural Resources Jeff Carlson about the impact of septic and sewer on outlying areas like Madaket. That brain power has been a huge help in creating the plan. We are trying to get a handle on managing wastewater. The CWMP has to be done so the Town can set policy. We're waiting for the water quality data to come back on Madaket. Having finished Shimmo/Plus; we're pretty much done. We were \$18M under appropriations.

Kickham – Asked how they determine needs area and if they are set or changeable.

Nichols – There is a lot of science involved in setting boundaries; some of it is the size and shape of the district. The Town spent several years updating the CWMP; one thing we are not doing is repeating work; we are using existing data. Very little changes in a needs area until you get to the design point.

Hussey – Asked why Shimmo/Plus came in \$18M under.

Nichols – There is high uncertainty in bidding projects on Nantucket because of limitations in addition to the Nantucket Factor; nationwide projects are coming in 50% over budget. There is a high degree of uncertainty with capital projects because you don't know who's going to bid. What he believes happened is the way the work was defined, and we had an aggressive contractor who was \$6M below the next bidder.

Welch – He would like to have real numbers we can use as a baseline with respect to projects at the committee level; he'd like to be able to differentiate between the baseline cost and what the Nantucket Factor might be.

Nichols – Having a smart system of rates and fees gives the Town control over the market.

III. CIP/RORI/DATABASE UPDATE

Discussion **Welch** – With request to the CIP request form and use of the RORI, we’ve discussed pros and cons and where we might like to make changes; we’ll be getting a database update and how the RORI will be used.

Turbitt – You should be able to log into the database next week and see how the RORI will work. Also hoping to start work on Phase III; trying to implement amortization tables into the system. We’ve talked about the potential to modify or extend the criteria; we can leave those alone or move forward. All FY202 projects and out-year projects have been a challenge because we are uploading blank forms; it won’t update unless something is uploaded.

Welch – Asked the members to give thought to what they want to see on the RORI. It’s important to finalize it because, if we add a criterion, that will change the ranking method.

IV. ORGANIZATIONAL DISCUSSION

V. FY2020 REVIEW PROCESS DISCUSSION

VI. FY2020 SCHEDULE REVIEW/FY2021 SCHEDULING

Discussion **Welch** – Anticipate starting early August to review Capital projects; we will meet on a regular basis from that point on. We will have a Joint Meeting June 24. In preparation for the budget season, there will be a group that reviews Annual Town Meeting to establish how we integrate planning. Looking at doing some strategic integrational planning in a small group.

We’ve gone through great lengths to make our review process transparent; it would be good to develop policies and procedures about how to use the RORI at the next meeting.

VII. OTHER BUSINESS

1. Approval of Minutes
 - a. None
2. Committee Reports
 - a. **Welch** – The idea of getting information to the respective liaison to a committee or board is a dream sheet with categories of information to be presented to the respective committee or board.
3. Member Comments
 - a. None
4. Date of the next meeting June 13 at 4 p.m. location to be determined.

Adjourned at 4:55 p.m.

Submitted by:

Terry L. Norton