



Town of Nantucket Capital Program Committee

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

MINUTES

Thursday, August 19, 2021

*This meeting was held via remote participation using ZOOM and YouTube,
Pursuant to Governor Baker's March 12, 2020 Order Regarding Open Meeting Law*

Called to order at 10:03 am and announcements made by Mr. Welch.

Staff: Richard Sears, Assistant Director Finance
Attending Members: Welch, Vieth, Bridges, Ferrantella, Kaizer, Kickham
Absent Members: Hussey
Late arrival: Kickham, 10:11 am
Department Heads: Karen McGonigal, IT Manager; Elisabeth Hallett, Superintendent of Schools; Diane O'Neil, Director of Facilities; Richard Webb; David Webb, Senior Principal SMRT
Documents used: FY2023 Capital Improvement Plan (CIP) Requests

Agenda:

Motion **Motion to Adopt the agenda.** (made by: Ferrantella) (seconded)

Roll-call Vote Carried 5-0//Ferrantella, Bridges, Vieth, Kaizer, and Welch-aye

I. PUBLIC COMMENTS

None

II. DISCUSSION FY2023 CAPITAL REQUESTS & OUT-YEAR

1. IT/GIS

Discussion **McGonigal** – Looking for approval for \$170,00 for the GIS Digital Imaging Updates; we do this every 5 years and it involves a flyover; we are seeing a 5% to 10% increase.
Next, we're asking for \$50,000 to maintain the Network Infrastructure; this is an annual request and includes all hardware and maintenance to run the network; there is no increase over last year's request. Replace
Town Computers is an annual request increased to \$62,800 to account for increases in equipment costs and to keep desktops and laptops updated and secure; we are replacing all our Windows 7 computers with Windows 10; this year we replace about 25% of the desktops and about 75% of the laptops.
Vieth – Asked if there had been thought of eliminating desktops and going to all laptops.
McGonigal – We have talked about that, especially when they work from home; we can provide people who are working from home, we provide a monitor and equipment that allows them to log in just as they would log in here. If they are in the office, they have a dock for their laptop. She doesn't think all desktops will be replaced; there are reasons why someone would need a desktop.
Kaizer – Asked if the setup of replacement is done all inhouse.
McGonigal – For the computers, it is all inhouse; for the physical servers, some is done by a vendor. Our personnel resources are stretched thin so sometimes we have to reallocate resources.
Kickham – Asked if they use the same equipment brand for continuity and if they expend funding toward virus protection.

McGonigal – We work off State contracting system for our equipment and wireless networking. For virus protection, we have multiple layers of protection in place.

Welch – An emergent condition is the ePermitting, which might precipitate some other thoughts on other types of equipment in the future.

McGonigal – Server Virtualization and Maintenance is an allocation for funding to keep the virtual server environment up and running; asking for \$75,000. This is separate from the Network Infrastructure because it's maintained by a 3rd-Party contractor; we have a redundant system in place for backup. The system is getting a full health checkup, which could precipitate further spending.

Asking for \$200,000 for replacing the Wireless Network system in Town; it's starting to age out and we want to look at centralized control and better coverage. The \$200,000 is an estimate based upon similarly-sized municipalities performing this work.

Welch – In his review, asked why public access wireless node is not included in wireless network.

McGonigal – That was included as an example; it will probably move into the wireless network.

Welch – Asked if there is a way to toggle the public bandwidth so as not to cause degradation on the Town side.

McGonigal – Explained how that would be accomplished.

Sears – We have the GIS update set up every 4 years; the FY2027 is higher because it includes a full rescan.

McGonigal – If we don't see any significant change in the Island aside from erosion, the GIS coordinator doesn't think a full rescan is necessary; the update will be sufficient. The full amount is projected in the event it is needed.

Welch – It seems clear the outyears are established with inflationary estimation.

McGonigal – Replace wireless is a one-time request, it will then go into the maintenance budget. The only other item she would anticipate is the wired network, which lasts about 10 years; infrastructure generally covers the maintenance replacement; replacement of connectors and switches could cause an impact on the Town budget, but we keep on top of those. If the Town builds a new building, installation of the wires goes under the constructions costs.

Kaizer – Asked if the GIS was addressed in emails as it wasn't in the RORI software.

Sears – He missed it; we've had issues with generating correct RORIs for the new members.

2. Nantucket Public Schools (NPS)

Discussion

O'Neil – Everyone is familiar with the Campus-wide Master plan; we knew the two synthetic fields were coming; it includes parking, bleachers, roadways and sidewalks. We've realized we can't move the baseball fields; doing just the 5 tennis courts. Baseball was moved into a larger project.

Webb – A key component to this is the construction of a regulation track around one of the fields. There's a lot of dynamic in construction bidding; the largest estimate assessed the project at just under \$13m, which didn't include the Backus Land baseball field. Since then, there have been a couple other changes: one, bundle the baseball field into the greater project; two, relates to synthetic turf concerns, especially regarding PFAS. PFAS is no longer used in the construction of synthetic turf; we feel it's appropriate to add more to the budget to revise the turf system to address concerns of the community. We are looking more at \$15.8m for the project cost.

O'Neil – We could probably pare this down by taking out some parking and security, but we wanted to present the full project as we have it now. We want to move this project forward and bid it in September, so we have a number in January to go to Town Meeting. Many people support this project because of the track; we are looking at ways to allow the community to use the track. We have male and female tennis teams; that is why we looked at building the courts;

they will fit next to the baseball field on Backus Lane. We don't have a track team, but the thought is that with a track, we can create a track team without drawing from other sports.

Webb – The tennis courts would be a post-tension concrete, which has 20-year guarantee against cracking as opposed to bituminous concrete; they are very low maintenance.

O'Neil – Reviewed possible community summer programs for the tennis courts.

Vieth – We're talking about doing tennis courts at NRSA (Nantucket Racket Sports Association); there are a number of tennis courts being put in on the Island.

Welch – Asked the cost of the Backus Field components.

O'Neil – We initially had the \$13m for that. The \$2m was added to move baseball to Backus Road; we have to move the baseball field before we can start working the synthetic turf fields.

Welch – It seems the adjustment will go into the request software and be there for outyear consideration in the future.

Webb – We're trying to complete bid documents this fall so it can go out to bid in January and February; we would have the bid number at Town Meeting. The tennis court bid is out now; we separated the baseball out and focused on tennis; that is bringing in more off-island contractor bids. Bidders for the bigger project is from a cadre of about 6 or 7 who do this work. This is going through the normal bidding procurement process.

Welch – This is a large sum relative to general requests; it would be helpful for us to know the respective rounded-out costs related to the different areas. He doesn't see information to the detail he is looking for.

Webb – We can provide high-level numbers; these projects are very integrated but can break into the key project components.

Kaizer – Looking at the project schedule, asked if it includes moving the baseball field.

Webb – We are assessing that right now. We need to coordinate this with the Athletic Departments.

O'Neil – \$300,000 for NPS Building Improvements is an annual request; it wasn't funded last year because of COVID but did get funding at this-year's meeting. Reviewed work she has started with that funding and work that needs to be done under this-year's request.

Kickham – Asked if the \$300,000 is a reserve number that will cover them.

O'Neil – She's comfortable with the number; the Campus-wide improvements will take up a lot of her time and she's leery about adding too much to this. Explained why building improvements and roof replacements (\$250,000) are separate.

Welch – We need to start breaking these down into categories; as we get into longer-term planning, being able to assess costs will be an important part of the planning. An alternative is to have summary of how money was spent in the review reports.

O'Neil – We used to break them up but ended up with a bunch of appropriations that needed to be re-appropriated; at that time, CapCom asked us to combine them to avoid that.

Welch – The school has always been very good about documenting how money is spent. He's not suggesting the requests be individual line items; it would be helpful to identify categories the \$300,000 is funding with a later breakdown as a supplemental document.

O'Neil – There are two flat roofs that need replacing; she might use some of the \$300,000 from last year to do that. The flat roofs are very expensive to replace.

Vieth – On the large budget item, asked if they looked at any of that being indoor.

O'Neil – We spoke about that in the School Committee and with Mr. Pohl, chair of the Historic District Commission (HDC); it wasn't received as a very favorable option. It would be great to have more gym space and enclosed fields, but we backed off; we also backed off from lighting the fields because of the Dark Skies Initiative.

Welch – The HDC did not review a bubble structure. He doesn't know how that would fit into the campus-wide timeline or the type of planning to put into place. Anything like that would be a restart on the fields; it's helpful for these questions to come up because other people will ask them.

Kickham – We know from Public Works and Airport, which were inquiring, about the cost of just garage space; it's something to think about as the campus is planned and developed.

O'Neil – It would be a great use of our space and provide extra gym space. The added cost and controversy from the proposed site, there was no support.

Webb – This would have a very dramatic impact on the overall project cost. What we need is useable field space; synthetic fields are much more useable.

Kickham – Another component is that we all know anything indoors is well taken care of; if you put together annual maintenance cost of outdoor equipment or facilities, some of those annual costs can be deferred into doing toward some sort of cover.

O'Neil – She lost the battle at the School Committee because of the cost.

Hallett – We know that down the road with sustained growth, we will need another school. If we put a lot of cost into this, the question is what happens when we need another school.

Vieth – We have to figure out a way to help save money with the tennis courts; it's Town land. It seems silly to build tennis courts if we don't need them because there is work in other areas to add tennis courts.

Welch – This has been a good discussion and provided helpful information. It's a good subject to take up off-line. Asked to review FY24 and FY25 and any large exceptions.

O'Neil – in FY25, the \$750,000 for Campus-wide Improvements is a place holder. Grounds equipment in FY24 is to replace mowers; she will have actual model numbers and prices when she brings this forward to CapCom. There's nothing else that stands out as important. Noted that the next Campus-wide Improvements meeting is on September 1 at the NIS cafeteria and anyone is invited.

Welch – Asked Ms. O'Neil to send the date and time for the meeting to Mr. Sears for forwarding to the CapCom. If more than 3 people show up, we could post it as a meeting.

III. UPDATE ON CIP REQUEST ACCESS

Discussion **Sears** – Reviewed the RORI layout.

Welch – He will get with Ms. Vieth at a later date on how to navigate the RORIs. Reviewed how the RORIs are used. The idea is we can rank the request relative to prioritization then later to other requests. He'd like to see these done early after we review the department requests.

IV. OTHER BUSINESS

1. Green Sheet/Committee Reports
 - a. Welch – Coastal Resilience Advisory Committee put out a request for a volunteer; he chose Mr. Kickham for that.
2. Good of the Order
 - a. Sears – Hopefully by Tuesday, the RORIs will be accessible to the right members. The issue with pivots in the tables should be fixed now.
 - b. Welch – Asked that the packets include the outyear reviews.
3. Date of the next meeting
 - a. Thursday, August 26, 2021 at 10:00 a.m.

Adjournment:

Motion **Motion to Adjourn at 11:44 am.** (made by: Kaizer) (seconded)

Roll-call Vote Carried 5-0//Kaizer, Vieth, Kickham, Ferrantella, and Welch-aye

Submitted by:

Terry L. Norton