

AGENDA
Nantucket Land Bank Commission
Regular Meeting of January 28, 2025
Land Bank Conference Room, 22 Broad Street

CALL TO ORDER: 4:00 P.M.

A. CONVENE IN OPEN SESSION

1. PUBLIC COMMENT / STAFF ANNOUNCEMENTS
2. AGRICULTURAL MANAGEMENT
 - a. 19 Wauwinet Road – Fogtown Farm Annual Update
3. PROPERTY MANAGEMENT
 - a. Bike Park – Presentation of Concepts
 - b. 15/17 Commercial Wharf – Commemorative Bench Request
 - c. Properties Naming Discussion
 - d. Lily Pond Restoration Project – Amended Contract Approval (Horsley Witten)
 - e. Hinsdale Forest Understory Management Contract – Approval and Authorization of Executive Director to Execute
4. TRANSFER BUSINESS
5. APPROVAL OF MINUTES
 - a. Regular Meeting of January 14, 2025
6. REGULAR BUSINESS
 - a. Executive Director's – Update: Project Alignments/Prioritization: Lily Pond, Maintenance Facilities Expansion, 41 Jefferson Buildings Relocations, Bike Park and NRSA Expansion
8. CONSENT ITEMS
 - a. Monthly Financial Report – December
 - b. Warrant Authorization – Cash Disbursements
 - c. Warrant Authorization – 2012 Series A Bond Payment
9. COMMISSIONERS ADDITIONAL QUESTIONS AND CONCERNS

B. EXECUTIVE SESSION: *The Commission will not reconvene in open session at the conclusion of executive session.*

1. Purpose 7 [G.L. c. 30A, § 21(a)(7)], to comply with, or act under the authority of, any general or special law, i.e., G.L. c. 30A, § 22, approval of Executive Session Minutes of 01/14/25.
2. Purpose 3 [G.L. c. 30A, § 21(a)(3)], to discuss strategy with respect to litigation if an open meeting may have a detrimental effect on the litigating position of the public body and the chair so declares, i.e.:
 - a. Suffolk Superior Court Docket No. 2284CV02606: Richard Corey, Trustee of Twenty-One Commercial Wharf Nominee Trust v. Massachusetts Department of Environmental Protection, Nantucket Islands Land bank, and Nantucket

Conservation Commission. (Petrel Landing/17 Commercial Street)

3. Purpose 6 [G.L. c. 30A, § 21(a)(6)], to consider the purchase, exchange, lease or value of real property if the chair declares that an open meeting may have a detrimental effect on the negotiating position of the public body

C. ADJOURNMENT



Nantucket Land Bank Commission
Regular Meeting of January 28, 2025 (4pm)
Land Bank Conference Room, 22 Broad Street, Nantucket, MA

STAFF REPORT

1. PROPERTY MANAGEMENT

a. Bike Park – Presentation of Concepts by Horsley-Witten Group

Land Bank staff have been working closely with a committee of community members and a design team to explore ideas for a bike park on Land Bank property off Milestone Road. The main components that have been integrated into each of the designs include:

- pump track
- jumps
- flow trail with integrated rollers
- trail that promotes skill development with a series of progressively more challenging features
- bicycle playground (kids' area)
- community gathering space

Each of the above components is described and three proposed concepts are shown in the presentation included in the meeting packet.

b. 15/17 Commercial Wharf Commemorative Bench Request

This bench request is being made by Mr. Madison, who has had a residence on Nantucket since 1995, a boat on the Town pier during much of this time and regularly walks the Washington Street beaches. He and his family are very supportive of the Land Bank's initiatives to develop water views. His request was made just prior to the Land Bank revising their commemorative installation policy (updated policy below) and although Mr. Madison has been informed that his request may be denied based on the new requirements, he has asked that it be considered. Staff acknowledge that this request does not meet the requirements of a commemorative installation based on the current policy. However, if the Commission supports this installation, staff recommend a wooden bench that could accommodate a plaque at Petrel Landing.



APPLICATION FOR THE INSTALLATION OF COMMEMORATIVE PLAQUES,
BENCHES, ROCKS, & TREES ON NANTUCKET LAND BANK PROPERTIES

APPLICANT NAME: JOHN V. MADISON
MAILING ADDRESS: P.O. Box 702 SCORSET, MA 02564
NANTUCKET ADDRESS: 17 IPSWICH ST, NANTUCKET, MA 02554
TELEPHONE: (917) 573 4520 (4510) (917) 573 4520 home ()- - - work
E-MAIL: JOHN V. MADISON @ AOL. COM

Name of Person(s) on Plaque: JOHN, DIANE, (CHILDREN) DAWN, JEFFREY
Please describe the connection of the person(s) to the preferred location:
RESIDENCE OF NANTUCKET SINCE 1995
HAD BOAT ON TOWN PIER FOR YEARS
WALKED BEACHES ON WASHINGTON ST OFTEN
LOVE LAND BANKS WORK & DEVELOPING WATER VIEWS

Please check type of plaque¹ etc...:

- Plaque on existing bench New bench with plaque Engraved rock Bench
 Plaque on existing tree Plaque on new tree
 OTHER: _____

Wording on plaque: WILL DEVELOPE & SEND FOR LAND BANKS
APPROVAL ONCE SITE IS APPROVED. WILL BE
VERY SIMILIAR TO VICTORIA STACKPOLE'S
BUT INCLUDE DAUGHTER & SON

Approved/Denied: _____ Date: _____

Executive Director

Comments: _____

¹ Land Bank Staff will advise as to type of plaque, bench, rock, and tree to ensure compatibility with the environment of the appropriate location.

**POLICY FOR COMMEMORATIVE INSTALLATIONS
ON NANTUCKET LAND BANK PROPERTIES
UPDATED: November 26, 2024**

I. Purpose

This policy is implemented to ensure a thoughtful, consistent, and appropriate process for the consideration of requests for donated commemorative installations on Land Bank properties.

II. Policy

The design, language and location of the commemorative installation must be reviewed by Land Bank staff for aesthetic and environmental consideration and approved by the Commission. Requests will be reviewed on a case-by-case basis according to one or more of the criteria below being met:

- Significant service and historical connection to Land Bank
- Demonstrable contribution to creating and preserving public open spaces on Nantucket

III. Process

Applications may be submitted to the Nantucket Land Bank office at 22 Broad Street or *via* email to assistant@nantucketlandbank.org. Anything outside of the parameters of this policy may be approved at the sole discretion of the Commission. If approved, the Land Bank Staff/Commission will work with the donor to determine the appropriate location for a commemorative plaque.

IV. Costs

The design, fabrication, and installation costs will be the responsibility of the applicant. Upon approval of the request, the Land Bank will place the order at the expense of the applicant.

V. Violations

Any commemorative plaque, bench, rock, or tree installed on Land Bank property without prior approval by the Land Bank will be removed at the expense of the party who made the installation.

c. Properties Naming Discussion

As the Commission is aware, we are continuing to officially name Land Bank properties. Included in your packet is a list of unnamed properties for your consideration. We will be asking for ideas and discussing any recommendations at the upcoming meeting.

d. Lily Pond Restoration Project – Amended Contract Approval

Horsley-Witten is continuing their work on permitting and design for the Lily Pond restoration project and is moving into Phase 4: Construction Documents and Bidding. Staff request approval of their amended contract for \$160,500. Approximately \$343,000 has been spent on planning and design to date and we are anticipating an additional ~\$135,000 in construction oversight for Phase 5. For additional information, please see the contract amendment in your meeting packet. Construction is expected to begin in the fall of 2025.

2. REGULAR BUSINESS

a. Executive Director's Update: Project Alignment

The Land Bank has several projects in various stages of planning, many of which will be ready for construction this year. The NRSA expansion Invitation for Bids is being advertised and the intention is to begin construction before summer. Although the Land Bank is only a collaborator on this project, staff intend to be involved with oversight during construction as the project is occurring on Land Bank property. The Maintenance Facility Expansion and Lily Pond Projects are both anticipated to have construction start dates this fall and moving the 41 Jefferson buildings is planned to occur in late 2025. The bike park, which is on Tuesday's agenda, could also be ready for construction in early 2026. Staff will continue to update the Commission regularly with any changes to project timing or costs as we progress through this process.

Nantucket Bike Park Design Alternatives

January 28, 2025



AGENDA

What have we been working on?

Program & Features

Park Concepts

Next Steps



What Have We Been Working On

- **January 24th** – Project Kickoff Meeting
- **MAY 3, 2024** – BPPC Meeting # 1 (Analysis)
- **JUNE 18, 2024** – First Community Meeting
- **JULY – AUGUST** - Pre-permitting / Endangered Species (NHESP)
- **AUGUST-SEPTEMBER** - Plant Survey (NLB)
- **SEPTEMBER** – Submit to NHESP
- **NOVEMBER** - Coordination Meeting with NHESP
- **DECEMBER** – Design team charette to develop park concepts
- **JANUARY 15, 2025** – Review meeting with BPPC

Park Program and Desired Features

- Pump track
- Jump line with at least three levels of difficulty to allow growth.
- Flow Trails
- Progressive skills development (Trails)
- Connectivity to other trails.
- Manufacturing rock gardens and grades / things that can be found off island.
- Local competitions / events within the park.
- Gathering area / area for very small kids to start learning skills.
- Spectating area associated with the areas for small kids.
- Adaptive trails/features
- Parking

Pump Track

Program



Jumps

Program



Flow Trail – Integrated Rollers

Program



Progressive skills development: Trail

Program



Dedicated Bicycle Playground: (Kids Area)

Program



Pump Track



Skills Area



Traffic Garden

THE SITE



Nantucket

High School

Polpis Road

Milestone Road

Airport

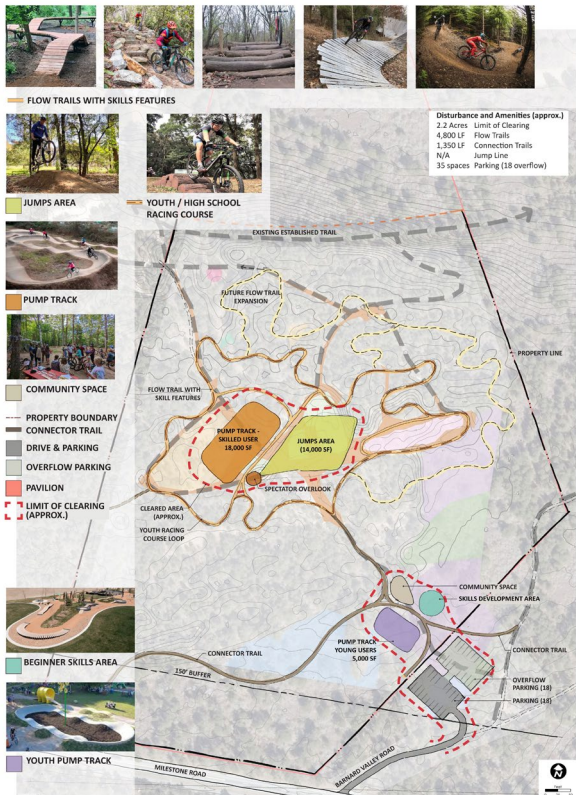
THE SITE



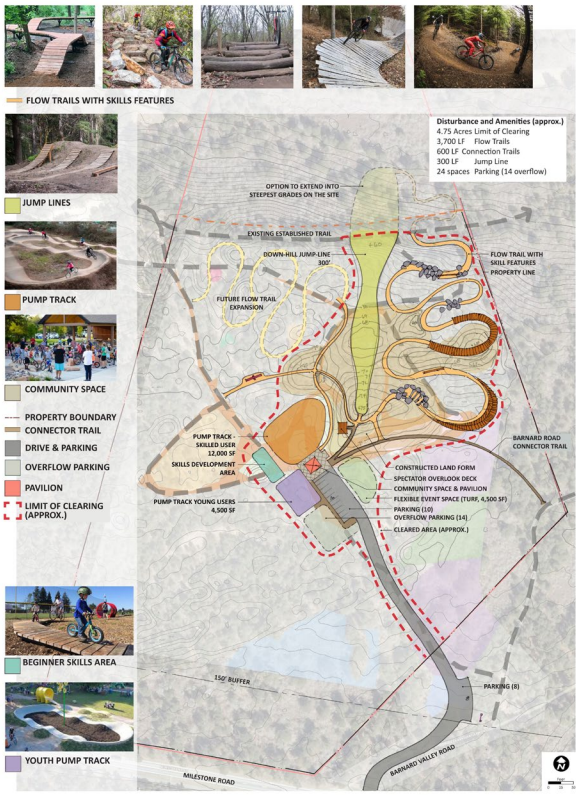
1995

Concepts

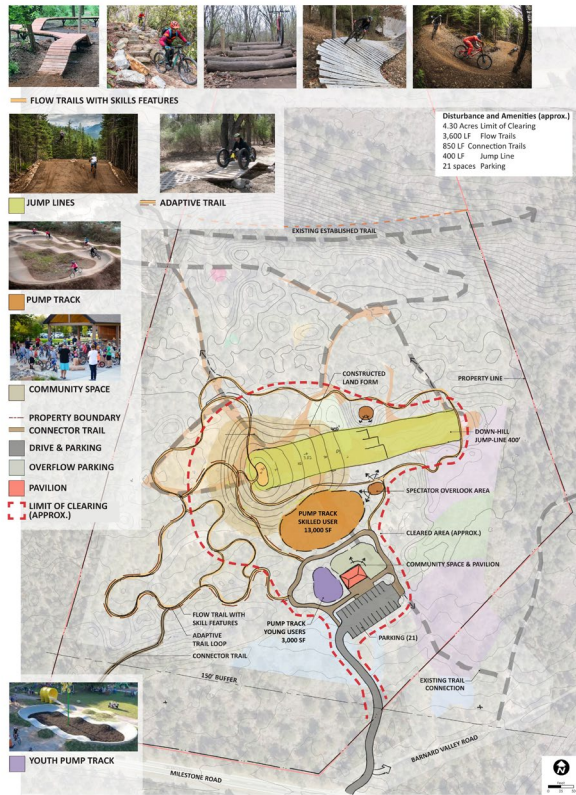
Concept 1 - Clean



Concept 2 - Shred

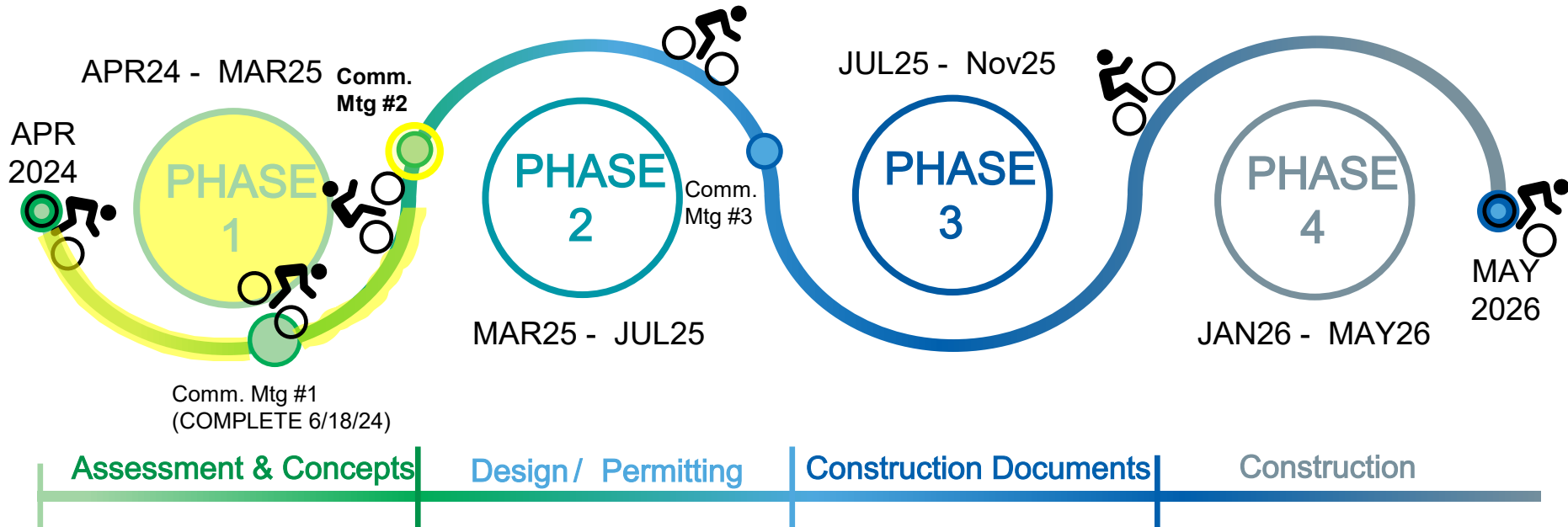


Concept 3 - Stomp



Next Steps

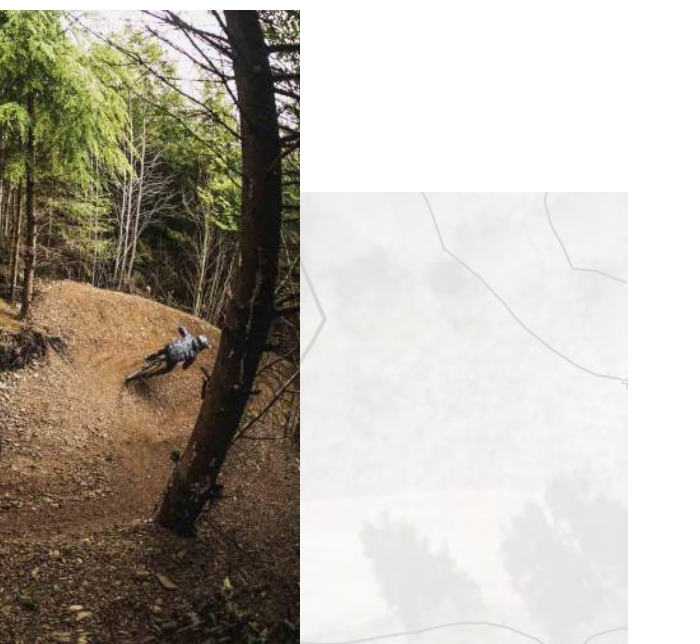
Community Meeting #2: March





Design Alternatives - Existing Conditions
Nantucket Bike Park
 January, 2025





— FLOW TRAILS WITH SKILLS FEATURES



JUMPS AREA

— YOUTH / HIGH SCHOOL RACING COURSE



PUMP TRACK



COMMUNITY SPACE

— PROPERTY BOUNDARY

— CONNECTOR TRAIL

— DRIVE & PARKING

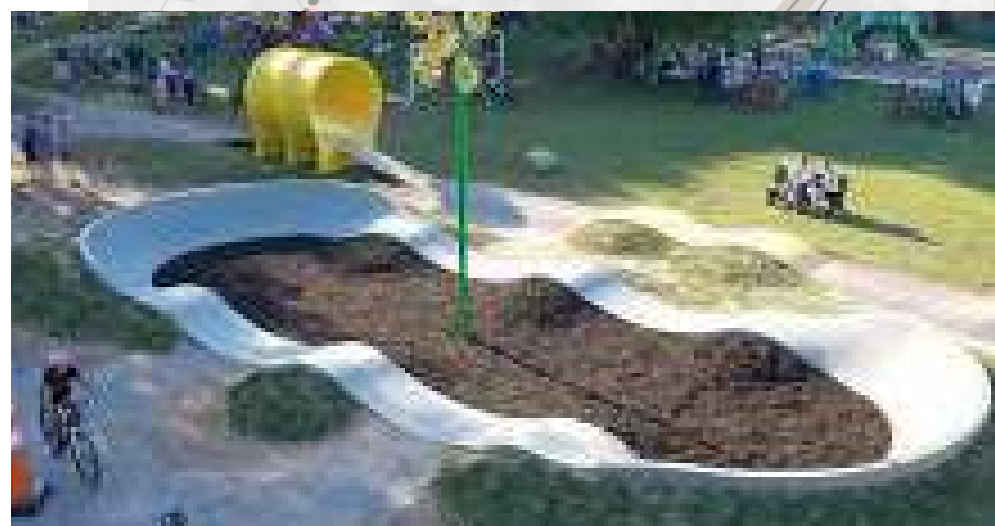
— OVERFLOW PARKING

PAVILION

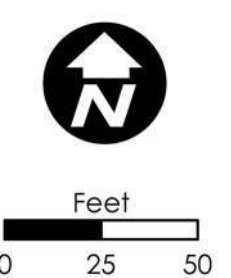
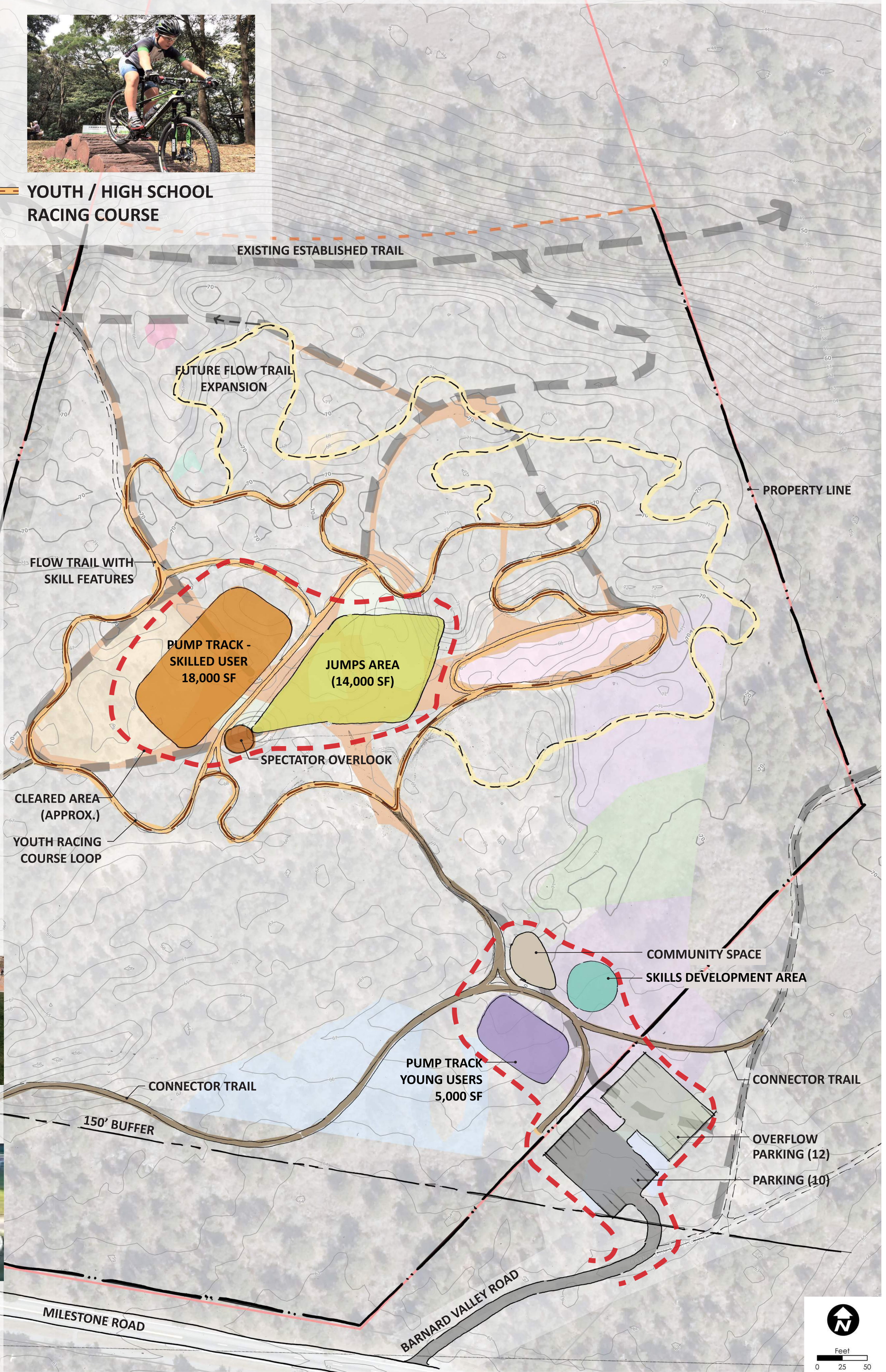
— LIMIT OF CLEARING (APPROX.)

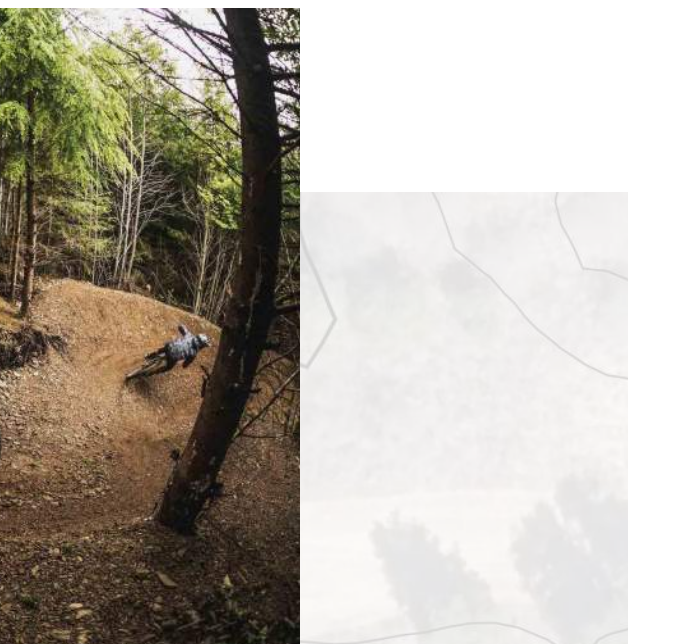


BEGINNER SKILLS AREA



YOUTH PUMP TRACK





— FLOW TRAILS WITH SKILLS FEATURES



JUMP LINES



PUMP TRACK



COMMUNITY SPACE

PROPERTY BOUNDARY

CONNECTOR TRAIL

DRIVE & PARKING

OVERFLOW PARKING

PAVILION

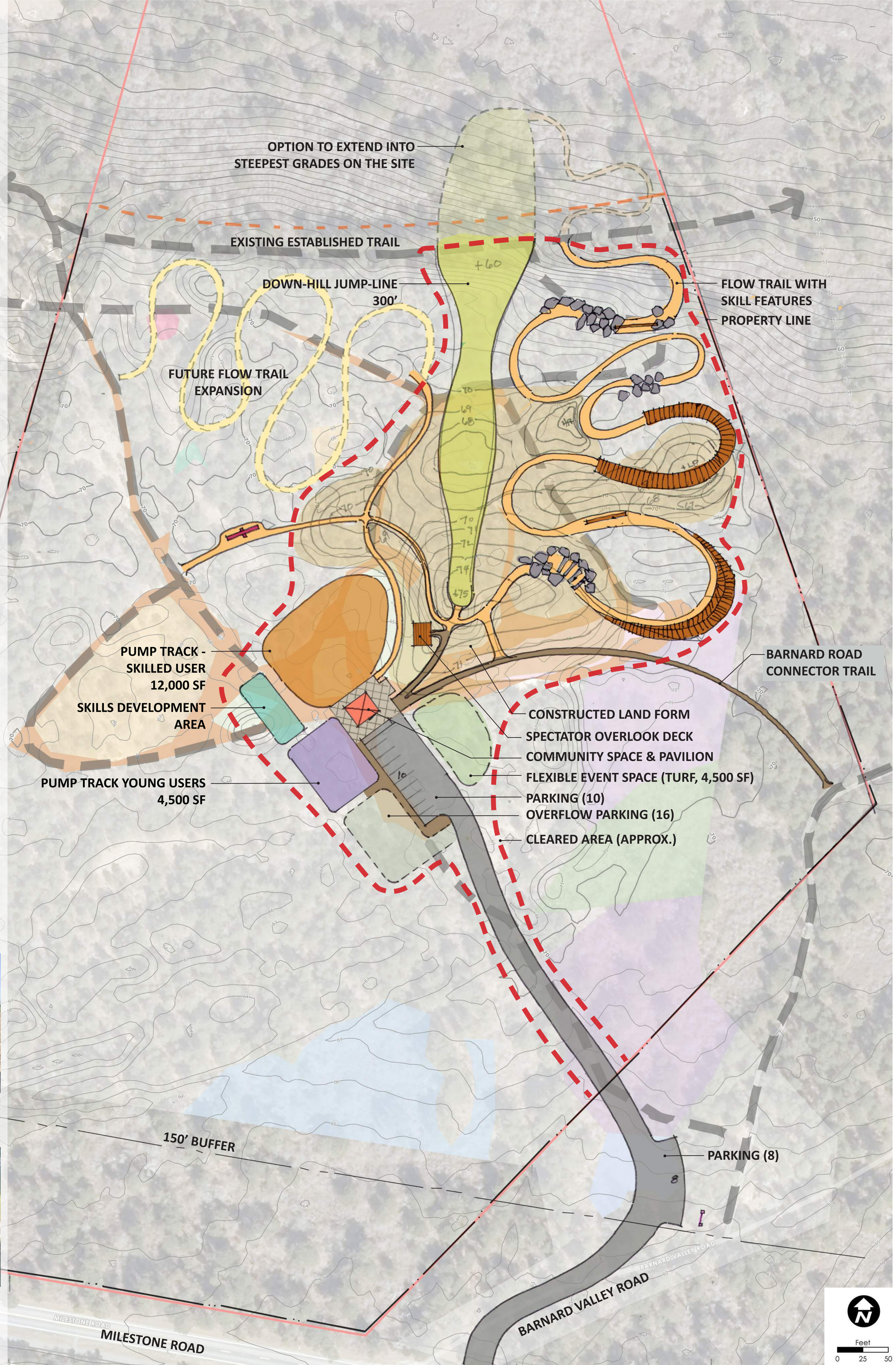
LIMIT OF CLEARING (APPROX.)



BEGINNER SKILLS AREA



YOUTH PUMP TRACK





FLOW TRAILS WITH SKILLS FEATURES



JUMP LINES

ADAPTIVE TRAIL



PUMP TRACK



COMMUNITY SPACE

PROPERTY BOUNDARY

CONNECTOR TRAIL

DRIVE & PARKING

OVERFLOW PARKING

PAVILION

LIMIT OF CLEARING (APPROX.)

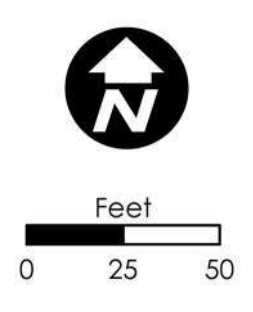
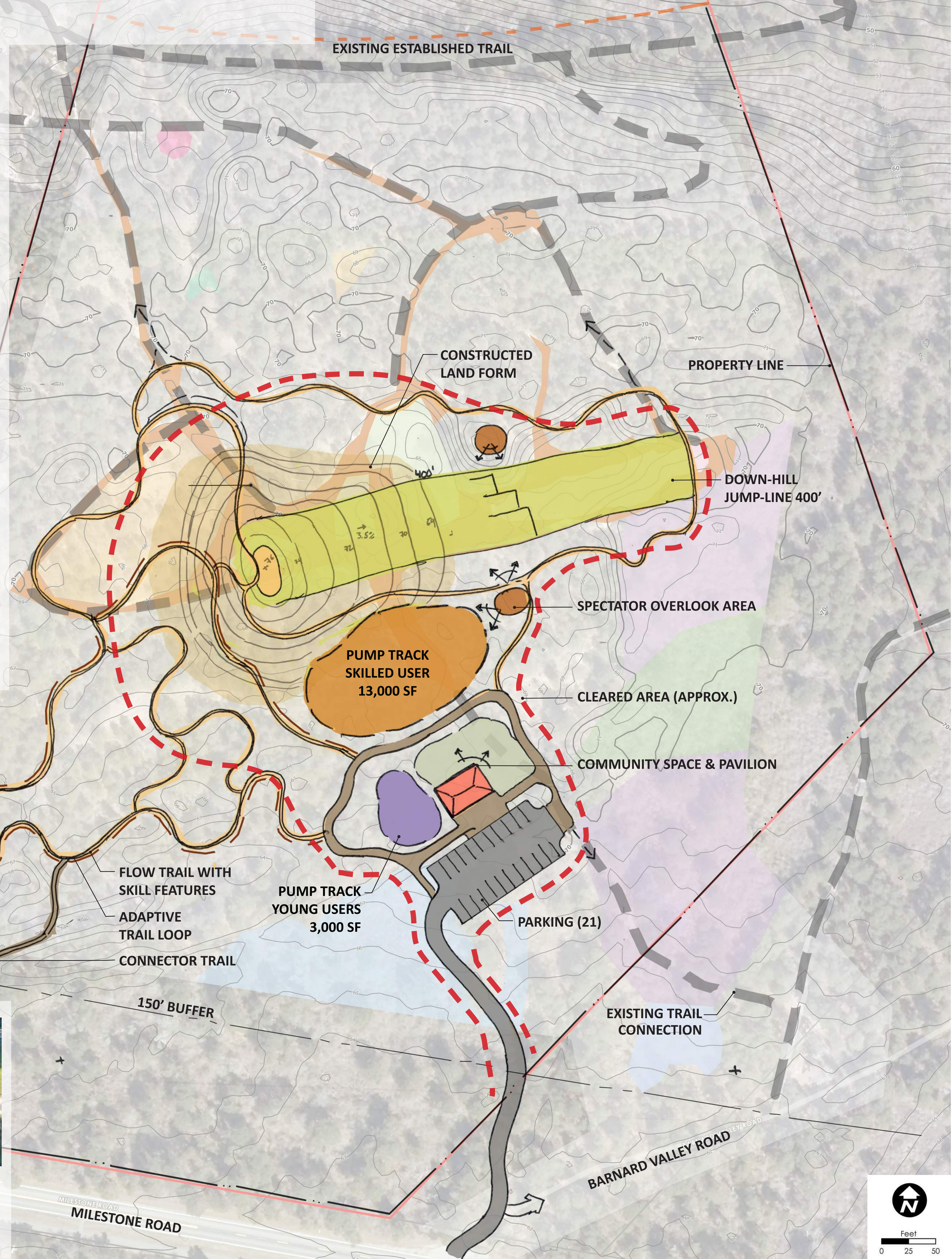
FLOW TRAIL WITH SKILL FEATURES

ADAPTIVE TRAIL LOOP

CONNECTOR TRAIL



YOUTH PUMP TRACK



Properties or Trail Systems that Need

Names or Vote on Name

Address

Andrews	22 Cathcart
Reis	80 Miacomet Road
Long Pond (North side)	
Lappin	Somerset Rd/Marsh Hawk Ln
Maxcy Pond	204 Cliff/113 Madaket
Community Gardens/Pease	166 Hummock Pond Road
Rowland	15 Commercial St
Green	271 Polpis Road
Mueller	Mill, N. Mill, etc
Keane	16 E. Creek
NISDA corner	71 Washington St/1 Meader
Dooley	201 Hummock Pond Road
Osorio	189 Eel Point Road
19 East Creek	
76 Millbrook Rd	
244 Polpis Road	
Apthorpe	32 Western Ave
Farrell	40 Western Ave
New Sconset Trail System	
Weweeder Trail	
Myrick Trail	15 South Shore Rd
19 East Creek	19 E Creek Road
Mueller	7 N MILL, ETC
68 Nobadeer Ave	68 Nobadeer Ave
189 Eel Point Rd	189 Eel Point Road
41 Jefferson	41 Jefferson

Properties with Names, but not voted

Tom Nevers Beach
Low Beach
Mt. Vernon Farm
Peter Puck Park
Eat Fire Spring Farm
My Grandfather's Farm - Larrabee

Properties that don't necessarily need names

141 Orange Street
70 Washington st
71/73 Washington st
246 Milestone rd
14 Cathcart
13 Millbrook Road



January 17, 2025

VIA EMAIL

Rachael Freeman, Executive Director
Nantucket Land Bank
22 Broad Street
Nantucket, MA 02554

Re: Proposal for Services
Lily Pond Park Improvements Phase 4
Soil Characterization, Construction Documents and Bidding

Dear Rachael:

The Horsley Witten Group (HW) is pleased to provide you with the following contract amendment to advance Lily Pond Park improvements from design development and permitting (Phase 3) to final construction and bid documents (Phase 4). This proposal is based on the “Lily Pond Park Plans Improvements – Permitting Plans,” dated August 2024 that were submitted for permitting during Phase 3 – Design Development & Permitting. Similar to the Phase 3 proposal, we are also providing a planning-level budget estimate to advance the project through Phase 5.

- Phase 1 - Master Plan Concept Design (COMPLETE)
- Phase 2 - Schematic Design and Pre-permitting (COMPLETE)
- Phase 3 – Design Development and Permitting (IN PROGRESS)
- **Phase 4 – Construction Documents and Bidding**
- Phase 5 – Construction Oversight

Upon completion of Phase 4, it is anticipated that the project will advance to Construction and Construction Oversight. We have included our estimated design task budgets for Phase 5 (not included in this amendment) for planning purposes, which are based on a percentage of the most recent estimated total construction cost of \$5.2 million. Following completion of Phase 4, we will have a better understanding of the ultimate construction requirements and schedule; therefore, we recommend that NLB and the Project Team re-evaluate the Phase 5 budget at that time. Also please note that the billing rates have been adjusted to our projected 2025 rates.

Based upon the Phase 3 findings and the approval of the 75% designs by NLB, HW will begin to advance the designs to 100% Construction Documents suitable for bidding and construction. We anticipate this will include the following scope of work:

- Interior wetland restoration.
- A constructed stormwater wetland and wetland restoration at North Liberty Street.
- Wetland restoration at Lily Street.
- General site improvements at all four gateway entrances with boardwalks.

The proposed scope and budget also include additional evaluation of soil and sediment at the project site. As discussed during our December 4, 2024 meeting, previous sediment sampling activities completed by HW in June 2022 indicated the presence of lead at concentrations above Massachusetts Department of Environmental Protection (MassDEP) reportable concentrations for soil (RCS-1) values. The 2022 samples were collected from a series of test pits and borings that were completed in proposed areas of sediment and soil removal for proposed stormwater features.

As discussed, the presence of lead above RCS-1 values limits the potential for reuse of this sediment during construction, as the upland placement of excavated sediment in unrestricted areas will not be approved through the MassDEP 401 Water Quality Certification (401 WQC) permitting process. We understand that the Nantucket Land Bank (NLB) has contacted the Nantucket Landfill regarding potential reuse/disposal of sediment, and that those discussions are ongoing. During our meeting, several other options for sediment management during construction were also discussed, and we have included a task to assist NLB with evaluating those options. During the development of the 100% construction drawings, we will review the design plans to determine if the overall volume of sediment removal can be reduced, while still accomplishing the project goals of improved stormwater treatment and habitat restoration.

We anticipate the following tasks will be required to complete Phase 4 and that the duration of this Phase of the project will be approximately 8-9 months depending upon permitting.

AMENDED TASKS AND BUDGETS

The following tasks are requested to be amended to account for additional design review meetings, the continuation of the project coordination, weekly virtual progress meetings and additional permitting requirements.

PHASE 3 – DESIGN DEVELOPMENT AND PERMITTING – (Additional Budget)

Task 1: Project Meetings and Coordination (8-9 months)

1.1 Project Meetings (Virtual)

HW staff will attend the following additional design reviews meetings with NLB staff throughout the duration of Phase 4:

1. Two – Design Review Meetings (virtual)
 - a. Material and details review with NLB staff with a focus on maintenance.
 - b. 100% Draft Construction Drawings review with NLB staff and identified stakeholders.
2. One – Final 100% Design / Construction Drawing Review Meeting with the NLB Commission.

This will also include any meeting presentation materials and summaries.

<i>1.1 Contract Budget:</i>	<i>\$ 4,660</i>
<i>1.1 Requested Amendment:</i>	<i>\$ 5,800</i>
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<i>1.1 Amended Budget:</i>	<i>\$ 10,460</i>

1.2: Project Coordination and Weekly Progress Meetings (Virtual)

Two HW staff will continue to participate in weekly progress check-in meetings (virtual) to update NLB staff on the progress and discuss the schedule and pertinent issues for advancing the design.

<i>1.2 Contract Budget:</i>	<i>\$ 31,030</i>
<i>1.2 Requested Amendment:</i>	<i>\$ 10,000</i>
<hr/>	
<i>1.2 Amended Budget:</i>	<i>\$ 41,030</i>

Task 1 Deliverables:

- Attendance of up to two HW staff at weekly progress and Design Review Meetings
- Meeting Summaries (PDF)

Task 4: Permitting

The following permitting services and budget will be required to address the additional requirements for the soil sampling as it relates to the 401 Water Quality Certification (WQC) filing.

4.2 Massachusetts Department of Environmental Protection

The following additional items are necessary to support the 401 WQC permitting process:

- Coordination and meeting with MassDEP staff to review the soil sampling and disposal related issues.
- Coordination with NLB staff and the Nantucket Landfill regarding on island disposal.
- Preparation and submission of a Sediment Analysis Plan (SAP) for review and approval by MassDEP 401 WQC Program
- Additional documentation, coordination, and preparation for submittal of a 401 WQC permit project narrative, design plans, and application.

<i>4.2 Contract Budget:</i>	<i>\$ 7,300</i>
<i>4.2 Requested Amendment:</i>	<i>\$ 13,400</i>
<hr/>	
<i>4.2 Amended Budget:</i>	<i>\$ 20,700</i>

PHASE 4 – Construction Documents and Bidding

Based upon the Phase 3 findings and the approval of the 75% designs by NLB, HW will begin to advance the designs to 100% Construction Documents suitable for bidding and construction. We anticipate this will include the following scope of work:

- Interior wetland restoration.
- A constructed stormwater wetland and wetland restoration at North Liberty Street.
- Wetland restoration at Lily Street.
- General site improvements at all four gateway entrances with boardwalks.

We anticipate these tasks may run concurrently with the on-going permitting and the following tasks will be required to complete Phase 4. We assume the duration of this Phase of the project will be 8-9 months depending upon the on-going permitting.

Task 5: Construction Documents (6-7 Months)

Upon review and approval of the 75% design plans by NLB, the Town and all permitting agencies, HW will finalize the design and develop 100% construction drawings and technical specifications suitable for bidding.

5.1 Details and Materials Selection

HW will advance the boardwalk and park elements to 100% design suitable for construction. This will also include material selection for the boardwalk, park features, trail signage, kiosks, walkways, and other park elements. This does not include the design of park entrance or interpretative signs. HW will provide a memo of material and park element design options for final selection by NLB staff.

5.1 Budget:

\$ 3,200

5.2 Final Construction Drawings and Specifications

HW will finalize the design and develop a 100% construction plan set and technical specifications for the site layout and material, grading and drainage, and planting design plans with associated details. HW assumes that the standard 3-Part format will be used for construction specifications. Draft drawings and technical specifications will be submitted to NLB for final review and comment.

We anticipate the 100% construction drawings will include the following:

- Cover Sheet
- Construction Notes
- Demolition and Erosion Control
- Site Materials and Layout
- Grading and Drainage
- Restoration Plans and Details
- Planting Plan and Details
- General Construction Details
- Boardwalk Construction Details
- Constructed Wetland Details
- Corresponding technical bid specifications.

HW has budgeted for one round of review and comments by the Town and NLB staff. Any significant changes to the overall design and/or layout are not included as part of this proposal.

5.2 Budget: **\$ 53,900**

5.3 Final Basis of Design Report (BDR)

Upon completion of NLB review, HW will update the BDR to reflect any design changes from the 75% to 100% design. This will include an updated OPCC, updated construction schedule, and the final supporting design calculations.

5.3 Budget: **\$ 5,200**

Task 5 Deliverables:

- Materials selection memo (PDF)
- Draft 100% Construction Drawings and technical specifications (PDF)
- Final stamped 100% Construction Drawings and technical specifications (PDF)

Task 5 Budget: **\$ 62,300**

Task 6: Soil Characterization for Disposal

HW is proposing to conduct additional soil and sediment sampling activities to further inform future excess material management activities and support future project permitting with the 401 WQC program. The subtasks provide additional information on our approach, and outline costs associated with each task. This task and fee consider future revisions to the design plans, but are based on the current design, which indicates that approximately 5,600 cubic yards +/- of excess material will be generated during site construction activities. To satisfy off-site (i.e., Landfill or other reuse area) sampling requirements, a sample to volume frequency of one sample per 500 cubic yards is proposed, as this frequency is required by most Massachusetts landfills that accept soil and sediment for reuse or disposal. The sample frequency is also typically acceptable to the 401 WQC program. Based on the anticipated volume of excess material that will be generated during construction, our scope and fee estimate assumes the collection and laboratory analysis for up to twelve samples.

Please note, in the event that the project team identifies upland areas adjacent to the project site, or at other locations that may be able to accept excess material, additional sampling of those areas to determine soil quality may be necessary, as MassDEP sediment reuse regulations require that the receiving location have similar, or higher, concentrations of (chemicals of concern) COCs present in soil. We have not included costs with sampling upland receiving areas in this scope and fee estimate. Additional permitting during the 401 WQC process may also be necessary to permit upland reuse of sediment through a beneficial use determination (BUD). As the project is a significant restoration project that aligns with MassDEP's interests, early communication, and outreach to 401 WQC personnel is encouraged, as early collaboration in the permit review process may reveal previously unidentified alternatives.

6.1 Soil and Sediment Evaluation

Health and Safety Plan

Consistent with the requirements of the Occupational Safety and Health Administration (OSHA) 29 CFR 1910.120, HW will prepare a site-specific health and safety plan (HASP) for the proposed sampling activities. HW assumes that Level D personnel protective equipment (PPE) will be suitable for all field staff completing the sampling activities. Level D PPE consists of safety glasses, disposable nitrile gloves, work boots, long sleeve shirts and pants, hard hat, and high visibility vest.

Sediment Analysis Plan

The 401 WQC permitting process requires sediment analysis be completed for projects involving the removal of wetland sediment. Prior to executing the sample collection process, a Sediment Analysis Plan (SAP) and supporting due diligence review must be submitted to the 401 WQC program for review and approval. HW will prepare a SAP, and perform a limited due diligence review to update records research completed in 2022. The SAP will be submitted to the 401 WQC program for review, with approval typically issued within 10 business days of submittal. The SAP identifies proposed sediment sampling locations and proposed laboratory analyses and introduces the proposed project to 401 WQC personnel through a descriptive narrative and background project information.

Soil and Sediment Sample Collection

Prior to the sample collection, HW will provide NLB with the MassDEP reviewed and approved SAP site plan showing proposed sampling locations. Our scope and fee estimate assumes that NLB can mark the Site for Dig Safe a minimum of 72 hours prior to conducting the sampling.

HW proposes to collect twelve additional composite sediment samples at the project site. HW will provide two staff to collect sediment samples, and we assume that the fieldwork will be completed within two days. The twelve composite samples will be collected with hand tools (e.g., hand auger) to a maximum depth of up to 3 feet bgs or to refusal, whichever comes first, and sediment locations will be selected based on previous field evaluations to target observed fill material. HW staff will discuss locations with NLB to coordinate safe access and work conditions. It is assumed sediment locations may require some limited vegetation clearing. To facilitate sediment sample location, HW may require NLB assistance to provide/place temporary access support (i.e., pallets or boards), which can be removed after sample collection.

Consistent with the document titled Interim Policy Comm 94-007: Dredged Sediment *Reuse or Disposal* prepared by the Massachusetts Department of Environmental Protection (MassDEP) and dated February 15, 1995 (Comm-94); each composite sample will be created from up to three samples that will field screened for total organic vapors (TOV) with a photoionization detector (PID). The discrete samples will be collected with hand tools, and the sediment sample exhibited the highest TOV PID will be selected for analysis of Volatile Organic Compounds (VOCs). The discrete samples will then be composited and submitted for laboratory analysis. Non-disposable field sampling equipment will be decontaminated between samples by scrubbing/scraping all loose materials before washing the equipment in a solution of alconox

and water. The equipment will then be rinsed with potable water followed by a final rinse with deionized water.

The sediment samples will be analyzed consistent with Comm-94 and 401 Water Quality Certification (WQC) by a Massachusetts certified laboratory for the following:

- RCRA 8 Metals;
- Polychlorinated biphenyls (PCBs);
- Semi-volatile organic compounds (SVOCs);
- Polycyclic aromatic hydrocarbons (PAHs);
- Total petroleum hydrocarbons (TPH);
- Extractable petroleum hydrocarbons (EPH);
- Volatile Organic Compounds (VOCs);
- Pesticides;
- Herbicides;
- pH;
- Conductivity;
- Flash Point;
- Reactivity;
- Grain Size (Sieve);
- Total Organic Carbon (TOC); and
- Percent Water.

HW Labor (sampling and site visit): \$ 11,600

Laboratory Costs: \$ 35,700

6.1 Budget \$ 47,300

6.2 Field Memo

HW will summarize the results of our soil and sediment sampling activities in a letter report. The letter report will include a summary table of laboratory analytical results with comparison to the Comm-94, MassDEP RCS-1, and 401 WQC criteria. Boring logs will be completed for each sampling location, showing observed soil/sediment type, evidence of fill material, and observed depth to groundwater. Please note, our proposed sampling locations include soil in upland portions of the Site that are outside of the delineated wetland boundary. In the event that COCs are identified in upland soil samples at concentrations above RCS-1 values, MassDEP notification would be required, and additional site investigation and remediation may be required.

6.2 Budget \$ 5,700

6.3 Project Support

HW will continue to support the NLB in advancing the Lily Pond project forward through final design and permitting. Under this task, we have included 10 hours of project support from a Licensed Site Professional (LSP) and Environmental Scientist to assist the NLB in identifying and evaluating potential soil/sediment reuse and disposal alternatives, including correspondence with MassDEP personnel and potential receiving facilities (i.e., Nantucket Landfill, Surfside Wastewater Treatment Plant).

6.3 Budget \$ 4,300

Task 6 Deliverables:

- Health and Safety Plan
- Soil/Sediment Sampling and Testing
- Disposal Documentation

Task 6 Budget (Labor and Lab):

\$ 57,300

Task 7: Bidding Services

HW will assist NLB with the bidding process and will provide bid support. HW assumes NLB will provide all front edge specifications and will be responsible for the development of the Final Project Bid Manual, advertisement and posting on the Central Register and other sites.

7.1 Bid Documents Support

HW will assist NLB with staff with the completion of the Project Bid Manual, which includes the Invitation for Bids (IFB), applicable front-end specification components that conform to the public bidding requirements of M.G.L.c.30, Section 39M (Division 00), administrative requirements (Division 01) and the contract. HW assumes a draft Bid Manual will be provided by NLB for HW review and coordination with the technical specifications. HW will also provide NLB with the bid form and summary specification to describe the project work and the bid items. This will also include any edits to the drawings and specifications to reflect any Add/Alternates decisions made by NLB based upon the final OPCC and available funding.

7.1 Budget:

\$ 7,400

7.2: Bid Support

HW will provide the following bid support:

- Attend a pre-bid site tour and conference at least two weeks prior to the deadline for submitting bids.
- Assist NLB with responding to written questions submitted by the contractors and will provide answers to be distributed as an addendum by NLB.
- Review the bids for compliance with the bid documents and provide recommendation for determination of the lowest eligible responsible bidder.
- Compile a conformed set of Final Bid Plans and Documents based upon any final bid comments and addenda.

7.2 Budget:

\$ 3,300

Task 7 Deliverables:

- Bid Form and Summary Specification
- Written response to bidders questions
- Bid review and written recommendations
- Conformed sets of Final Bid Plans and Final Bid documents.

Task 7 Budget: **\$ 10,700**

<i>Phase 4 HW Labor:</i>	\$ 123,800
<i>Phase 4 Laboratory Costs:</i>	\$ 35,700
<i>Phase 4 Reimbursables:</i>	\$ 1,000
Total Phase 4 Amendment:	\$ 160,500

SCHEDULE

We assume the Phase 4 duration will be 8-9 months (January – September 2025) and anticipate this phase overlapping with Phase 3 permitting, which we anticipate wrapping up in March 2025. HW is committed to working with NLB to update the schedule, as necessary, according to any funding or other internal/external deadline requirements.

The proposed project timeline is dependent upon timely review and response (assumed 2-week turn-around) from NLB staff for all review submissions.

TASKS		Months from Notice to Proceed (Estimate 8-9 months)											
		2025											
		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Phase 4: Construction Documents & Bidding													
PHASE 4	Task 1: Meetings & Coordination												
	Task 5: Construction Documents												
	Task 6: Soil Characterization												
	Task 7: Bidding Services												
Phase 5: Construction Oversight (Not included)													

Deliverables:



Review Meetings:



- Design Review #1 – Materials & Details: End of March
- Design Review #2 – Construction Documents: Mid-June
- Final Review Meeting # 3 – NLB Commission: Mid-July

Please note: The development of the construction documents is overlapping with Phase 3 permitting. Based on previous experience and permitting feedback so far, we do not anticipate

major design changes from permitting agencies, and we anticipate permitting wrapping up in March 2025.

We anticipate that the earliest the project would be ready to advertise for bidding would be Fall of 2025, with a start of construction in October 2025. Currently, we estimate the construction could take up to 12 months. This would include stopping construction for three months during the summer of 2026 and starting back up in the Fall of 2026, with final completion by January 2027.

An updated Phase 5 scope and budget is also provided for planning level purposes and subject to refinement upon completion of our Phase 4 services. These services are not included in this amendment request.

PHASE 5 – CONSTRUCTION OVERSIGHT

HW estimates the following scope of work will be required to provide engineering support during construction may be required.

- Meetings
 - On Site Start of Construction Meeting
 - On Site Construction Meetings
 - We assume a 12 month construction period and HW attendance at biweekly on site construction meetings.
- Shop Drawing Review
- Request for Information (RFI) review
- Periodic Observation of Construction at critical construction benchmarks as identified on the construction drawings and bid documents.
 - Field visits will be conducted as necessary and as requested by the contractor and/or the owner's site representative. These services shall not be construed to be full-time construction oversight. HW will provide reports to the Owner and will note any known defects in construction. HW will not be liable for any defects in construction whether known or unknown.
- Closing Documents
 - Includes punchlists, engineer confirmation of substantial completion of work and DEP certification of compliance.

Phase 5 Deliverables:

- *Field Reports*
- *Punchlist*
- *Engineer's certificate of substantial completion*
- *Confirmation of substantial completion.*
- *Stormwater management O&M Manual*

**Planning Level Phase 5 Proposal Fee Estimate:
(2.5% of Construction estimate)**

\$ 135,200

PROPOSAL ELEMENTS AND ASSUMPTIONS

All assumptions under the original contract are applicable to this amendment. The Phase 4 scope of work and budget are based on the following additional exclusions and assumptions. If any of the exclusions or assumptions prove to be false, or if work is required beyond the scope as proposed, HW will discuss those needs with you and provide the necessary contract amendments.

Exclusions

1. The Phase 4 scope of work does not include the following:
 - a. Public meetings or outreach.
 - b. Surveying services.
 - c. Structural design.
 - d. Geotechnical studies and/or reports.

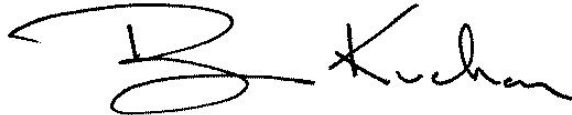
Assumptions

2. Upland soil sampling of potential receiving facilities identified by NLB for excess sediment is not included, as these locations have not yet been identified and preliminary discussion with MassDEP 401 WQC staff is recommended prior to sample collection. Collection of soil samples from upland areas has the potential to identify contaminants at concentrations above MassDEP reportable concentrations, requiring additional investigation and/or remediation in accordance with 310 CMR 40.0000 (the Massachusetts Contingency Plan)
3. NLB will provide Dig Safe mark out of the Site at least 72 hours in advance of sample collection
4. Direct labor costs may be transferred between tasks to facilitate project completion
5. NLB will assist HW in accessing proposed sediment sampling locations in the field. Due to the nature of field conditions at the Site, temporary staging (i.e., pallets or boards) may be necessary to reach proposed sampling locations.
6. Reimbursable expenses as noted (copies, printing, travel mileage, survey staking materials, etc.) are included in our fee estimate. Additional copies or other reimbursable can be provided at our standard rates.
7. Any meetings, additional work items, extension of the duration of work items, or additional materials not specifically outlined in this proposal will be billed at HW standard rates, with prior client approval.
8. If any of the above assumptions prove to be false, or if work is required beyond the scope as proposed, HW will discuss those needs with you and develop any necessary contract amendments.

If you are in agreement with the amendment, please sign in the space provided below to authorize the commencement of Phase 4 and execute the attached contract amendment form. HW is prepared to begin work immediately upon receipt of the signed contract amendment. We look forward to continuing to work with the NLB staff on this transformative project. If you have any questions or require any additional information, please do not hesitate to contact us directly.

Sincerely,

HORSLEY WITTEN GROUP, INC.



Brian Kuchar, RLA, P.E
Associate Principal

Attachment

ACKNOWLEDGED AND APPROVED:

Name

Title

Date

TRANSFER BUSINESS
Nantucket Land Bank Commission
Regular Meeting of January 28, 2025

1. "M" Exemption Update:

a. Five-Year Domicile and Ownership Compliance – Release of Liens:

Gallagher No. 41443 Kelly M. Gallagher, Colleen E. Gallagher and Robert S.

No. 41462 Hunter J. Gray

No. 41490 Roberto Orellana and Reina N. Melgar De Orellano

2. "O" Exemption Update:

a. Five-Year Domicile and Ownership Compliance – Release of Lien:

No. 41495 David R. Gray

NANTUCKET LAND BANK COMMISSION WORKSHEET
UNAUDITED FINANCIAL REPORT as of December 31, 2024

STATEMENT OF ACCOUNTS - UNRESTRICTED FUNDS	NOV YIELD	DEC YIELD	11/30/2024	12/31/2024
Nantucket Bank / Operating Fund x8888	0.00	0.00	\$65,328.30	\$65,414.62
Nantucket Bank / Collection Account x7653	4.07	4.07	\$24,936,005.13	\$26,270,830.55
Nantucket Bank / Special CD x1135 <i>matures 4/20/2025</i>	4.16	4.16	\$5,469,894.35	\$5,488,627.83
Nantucket Bank / Operations Reserve Fund CD <i>matures 6/18/25</i>	4.93	4.16	\$3,711,141.34	\$3,731,733.27
TOTAL UNRESTRICTED FUNDS:			\$34,182,369.12	\$35,556,606.27
STATEMENT OF ACCOUNTS - RESTRICTED FUNDS	NOV YIELD	DEC YIELD	11/30/2024	12/31/2024
US Bank / Series A Bonds Reserve Fund / SLGS mature 12/1/27 & 2/15/32 MktVal	2.93	2.93	\$1,552,697.06	\$1,554,624.09
US Bank / Series A Bonds Debt Service Fund x1002	0.00	0.00	\$1,025,617.89	\$20,918.12
US Bank / Acquisition Fund x1003	0.00	0.00	\$1.10	\$1.10
Nantucket Bank / Cisco Beach Parking Mitigation Fund			\$20,010.28	\$20,014.53
Nantucket Bank / WTCA Escrow	0.25	0.25	\$16,040.05	\$16,043.45
Nantucket Bank / SHAC Escrow x7038	0.25	0.25	\$20,759.70	\$20,764.10
Nantucket Bank / NFRM Escrow x9058	0.25	0.25	\$10,010.46	\$10,012.58
Nantucket Bank / CSMF (Industrial Pk Mitigation) Escrow x1457	0.25	0.25	\$28,029.27	\$28,035.21
Nantucket Bank / Nabalus Escrow x1473	0.25	0.25	\$1,670.82	\$1,671.17
Nantucket Bank / MGC Golf Capital Reserve	0.25	0.25	\$582,018.10	\$569,018.28
Nantucket Bank / SGC Capital Reserve	0.25	0.25	\$583,883.18	\$542,836.18
Nantucket Bank / NGM Management Reserve CD <i>matures 1/12/25</i>	4.40	4.40	\$52,002.51	\$52,190.91
Hingham Savings / Marble Reserve CD <i>matures 4/9/25</i>	4.97	4.26	\$246,865.68	\$247,799.03
Citizens Bank / Verrill Dana Acquisition Escrow			\$50,000.00	\$50,000.00
TOTAL RESTRICTED FUNDS:			\$4,189,606.10	\$3,133,928.75
TOTAL FUNDS:			\$38,371,975.22	\$38,690,535.02

BONDS:	Principal Outstanding	Payment Due	Annual Payments
2012 Series A Issue <i>(Final principal payment 2/15/2032)</i>	\$3,085,000	<i>Principal and Interest due 2/15/25, Interest due 8/15/25</i>	\$427,812.50
2016 Series A Refunding Bond <i>(Final principal payment 12/1/2027)</i>	\$3,035,000	<i>Interest due 6/1/25, Principal and Interest due 12/1/25</i>	\$1,071,050.00
TOTAL BONDS:	\$6,120,000	TOTAL ANNUAL BOND PAYMENTS:	\$1,498,862.50

NOTES:	Principal Outstanding	Payment Due	Annual Payments
Marble Note #19	\$1,700,000	<i>Interest of \$25,768.60 due 12/9/4, 3/9/25, 6/9/25, 9/9/25</i>	\$103,074.40
Purple Wampum Note	\$6,500,000	<i>Principal and interest due 11/13/25</i>	\$3,392,968.73
TOTAL NOTES:	\$8,200,000	TOTAL ANNUAL NOTE PAYMENTS:	\$3,496,043.13
TOTAL DEBT:	\$14,320,000	TOTAL ANNUAL DEBT PAYMENTS:	\$4,994,905.63