

July 18, 2013

PC Members Present: Rick Hopkins (Chair), Tom Pierce, Julie Potter, Scott Hess, Gene Troia

Others Present: Kristi Flynn (Recording Secretary), Don Welch

Call to Order: 7:10pm

Public Comment: None

Additions to the Agenda: None

Review of the Resilient Communities Scorecard

Someone who knows the history of the town should fill out the scorecard. The Chair noted that many questions may have multiple answers and will generate debate. PC members should go through the scorecard and fill out as best they can. Mr. Hess offered to compile the answers. The deadline is 10/3 so bring to the next PC meeting.

Review of Minutes

June 20, 2013 – tabled to 9/5 meeting

CVRPC Update

The EM Town Plan will be reviewed by the Town Plan Review Committee at the 9/5 meeting. Plainfield and Calais are joining the review committee. A PC member should attend the 9/5 meeting. The CVRPC merger vote is scheduled for 10/8. Ms. Potter will find out times and locations. The CVRPC will be updating the Regional Plan starting in September and Ms. Potter volunteered to serve on a committee.

Discussion of the Renewal Process for the East Montpelier Village's "Village Center" Designation

The designation has to be renewed every five years; the deadline is 10/7/13. There was discussion on including the EMSLI lot and whether it would be appropriate or not. Currently, the fire station and Mekkelsen's are not included. The PC will ask Ms. Vissering to spearhead this issue.

Discussion on Capital Planning and Budgeting

Don Welch, Town Treasurer, came to the PC to offer help and insight on the process.

- Fire Station/ESF and elementary school project caused a large increase in the tax rate
- A Capital Plan will:
 - Help the town get a handle on how things affect the tax rate
 - Put a mechanism in place to see projects coming and manage the tax rate
- We have the some of the pieces in place:
 - Capital reserve fund
 - Reserve fund for EST maintenance
 - Facilities committee on the EMES school board
 - In-debtedness laid out in Town Report
- Take the current capital budget and look out five year
- Should tie into the Town Plan

Process:

- Gathering of ideas
- Developing policies; what is a capital project?
- Determine maximum amount of indebtedness
- Determine how much tax resource we have; pay as you go, bonding
- Town can spend money where the townspeople want it spent

How detailed should the Capital Improvement Plan (CIP) be?

- As detailed as the PC wants to make it; not too detailed to begin with

Issues to review:

- Evaluate maintenance versus replacement (EMES, ESF, Town Hall, etc)
- Asset inventory – already completed for the audit
- Look at Cemetery Committee and Recreation Board – they should develop their own plans
- Create ad-hoc sub-committee of the PC to deal with the CIP
 - 3-5 members: Casey Northrup, Don Welch, Julie Potter, Gene Troia, 1-2 outsiders
 - Chair will put message on Front Porch forum asking for a volunteer townspeople
 - First meeting 8/22 at 6:30pm

- CIP needs to be reviewed annually
 - Does anything need to be added
 - Are costs significantly different
 - Living document that could change
- Hold public hearings at the PC level; need buy-in from the townspeople
- PC not committed to having the CIP completely done by next town meeting unless it moves along quickly; it should be done right
- Consider simply introducing the concept at the 2014 Town Meeting
- Include roads, but major construction only; include paving, trucks and equipment
- Build EMES and ESF plans into the town's CIP later in the process

ZA Report- three new permits

DRB Report – tabled to 9/5

Discussion of Timetable for Review of Potential Revisions to the Zoning Regulations – tabled to 9/5

Discussion of Potential Municipal Planning Grant Application

PC had discussed the issue and felt they didn't know what help was needed regarding the village. For the Fluvial Erosion Hazard bylaw, the town will get a greater cost share from the state in case of emergency or disaster. The MPG could be used to hire a consultant to draft the bylaw. The Chair will check with the CVRPC for help with the application, as the draft application is due 9/30.

Update on the Casella Applications for Amendment of its Act 250 and State Solid Waste Permits for the East Montpelier Transfer Station – tabled to 9/5

Other Business

Celebration of the completion of the Town Plan – congratulations to the PC and thank you for all the hard work!

Next meeting is 9/5 at 7pm.

Motion to Adjourn. Made: Mr. Hess, second: Mr. Pierce. Passed unanimously. Meeting adjourned at 9:12 p.m.

Respectfully submitted by Kristi Flynn, Recording Secretary