

Minutes of the East Montpelier Capital Improvement Committee

January 7, 2015

Members Present: Gene Troia (chair), Casey Northrup, Julie Potter, Don Welch

Call to Order: 7:03 pm

Changes to Agenda: none

Public Comment: none

Review Minutes of November 5, 2014:

Motion: I move to approve the November 5, 2014 minutes as presented. Made: Julie Potter.
Second: Don Welch. **Vote on motion:** passed.

Review Minutes of December 3, 2014:

Motion: I move to approve the December 3, 2014 minutes as amended. Made: Gene Troia. Second:
Casey Northrup. **Vote on motion:** passed.

Update on Selectboard Discussion of Capital Budget:

Casey reported that the Selectboard has had further discussion on the Capital Budget in conjunction with the Town Budget. The Selectboard is trying to maintain the tax rate and wants to decrease the first year planning budget contribution; there may be money from the fund balance in future years to offset the difference. The Selectboard also discussed not paying off two vehicle/equipment loans, which would increase the initial capital plan balance. Bruce and Don have worked on the numbers associated with these changes, which are reflected in Draft #4A of the budget provided at the meeting.

Don discussed the Opportunity Fund. Bruce has pushed for this so that the Town matches for sidewalk and highway structures grants for these capital projects could be moved out of the operating budget. These match expenses are shown for FY16-18. The committee discussed that the Opportunity Fund could also be the initial seed funding for new capital projects or the source of town match for non-highway grants.

Review of Text and Spreadsheets for the Town Report:

Don noted that a minor correction in expenses needs to be made in the out years. Don will make these corrections and any other adjustments that need to be made to coordinate the spreadsheets with the Town Budget. The committee agreed that only the Executive Summary spreadsheet will be submitted for the Town Report, however all of the supporting spreadsheets will be posted on the website.

The committee reviewed and edited the draft text for the Town Report. Gene will make these changes and send to the committee. The committee agreed to approve the text, with any additional minor corrections that may need to be made in coordination with the Selectboard and the town budget.

Discuss presentation for March Town Meeting:

Residents will be voting on the establishment of the Capital Reserve, but will not be voting on the Capital Planning Budget. Because the Selectboard will be discussing how the Town Budget incorporates the Capital Planning Budget, the committee believes that a separate presentation on the Capital Planning Budget at the Town Forum and Town Meeting will not be necessary; the Committee will be prepared to serve as a resource at both meetings.

CIC in the Future:

- Unless something comes up, the committee does not plan to meet again until April (after Town Meeting).
- The committee discussed its status. Currently, the committee is an ad hoc subcommittee of the Planning Commission. The Planning Commission as a whole has not shown much interest in the capital plan and budget. The committee believes that it should be a standing committee appointed by the Selectboard, with membership drawn from the Planning Commission, the Selectboard, the Town Treasurer and the general public.

Task List:

- Gene will make edits and circulate the revised text for the Town Plan.
- Don will make edits to the spreadsheets.

Next Meeting: *The next meeting will be on Wednesday, April 1, 2015 (No fooling!)*

- Reconstitute the committee
- Review minutes from January 7, 2015
- Debrief on Town Meeting
- Schedule and plan outreach for new projects
- Next steps

Motion to adjourn: Made: Casey Northrup. Second: Don Welch. **Vote on motion:** passed. The meeting adjourned at 8:45 pm.

Submitted: Julie Potter

Approved: April 1, 2015