

Minutes of the East Montpelier Capital Improvement Committee

February 26, 2014

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

Call to order: 7:07 pm

Review agenda: The committee reviewed the agenda distributed by Gene. No changes were made.

Review of minutes January 8, 2014:

Motion: I move to approve the January 8, 2014 minutes as presented. Made: Dave Burley. Second: Don Welch. **Vote on motion:** passed.

Questionnaire Responses: Two future capital projects questionnaires were returned.

- **Cemetery Commission** – Identified the need for additional cemetery space in the future and a prospective location.
- **Selectboard** – Identified possible solar installation to provide power for municipal offices, highway garage and EMFD.

Although no questionnaire form was submitted, Casey noted that the Village Committee had met and identified four potential projects: village wastewater system, riverwalk, acquisition of a specific parcel, and continuation of a street at Greenacres.

Committee members will need to follow up with committees and officials to offer assistance with completing the questionnaires or to confirm that no future capital projects were identified.

- Gene – Clerk, Animal Control, Recreation Committee, Energy Committee
- Don – Treasurer, Administrator/ZA, Road Foreman, Fire Department, Forest Committee
- Julie – Planning Commission, Development Review Board

The committee discussed additional community outreach.

- Don – Will mention the questionnaire during Town Meeting and will confirm that the memo and questionnaire are posted to the town website.
- Don – Will send the memo and questionnaire to the following community organizations: Historical Society, 4 Corners Schoolhouse, East Montpelier Trails.
- Casey – Will post a note on Front Porch Forum and ask for a posting on the Signpost website.

Town Meeting: The committee reviewed and made minor suggestions to the brief announcement that Don will make at town meeting about the committee's activities and progress.

Transportation Assets: Casey shared the 2011 culvert inventory. At the time of the inventory, the town had about 430 culverts of varying size; 128 were in poor condition at that time. The highway department has been budgeting about \$7,000 annually for culvert improvements. The committee will discuss with the Road Foreman how he plans to address culverts over the next 6 years.

Roads repaving projects have been already projected into the future.

Drainage ditches, guard rails and road signs are included in the operating budget. Street lights are not owned by the town.

Concrete sidewalks typically last about 10 years, so the new village sidewalks are unlikely to require improvements in the initial capital budget. However, a new piece of equipment to maintain sidewalks (e.g., Bobcat) and a place to store it will likely be needed.

The planned Park and Ride will not be included in the initial capital budget (VTrans will construct), but maintenance will need to be included in the future.

Task list and next meeting:

- Dave will update the two building forms.
- Other tasks as identified in bullets above.
- Next meeting, the committee will review completed future needs questionnaires.
- Follow up on Town Meeting.
- Start filling out the building forms for the Town Office building.

The committee will NOT meet in March. The committee will meet as scheduled on April 2nd.

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

Submitted: Julie Potter

Approved: April 2, 2014