

Minutes of the East Montpelier Capital Improvement Committee

September 22, 2022

Members Present: Ed Deegan, Kim Watson, Don Welch, Jon Jewett, Scott Hess (zoom)

Others Present: Gina Jenkins, Michele Pallas, Guthrie Perry

Call to Order: 4:03 pm

Changes to Agenda: none

Public Comment: none

Review Minutes of April 6, 2022

Motion: I move to approve April 6, 2022 minutes. Made: Scott Hess. Second: Jon Jewett. Vote on motion: passed unanimously.

Discussion of selectboard input (Jon Jewett).

- Discussion of EMFD needs and whether they should be included in the EM CIC plan. As determined last year, the EMFD has its own CIC plan and it will stay that way. If the CIC committee is needed to help with their plan, then we can and as of late the Chief is managing their budget and the EMFD CIC plan.
- Sidewalks shortfall, 66K, was taken care of out of the general fund by the SB. Sidewalks are a line item in the CIC Plan for future repairs that may be needed. Suggested value of \$5K annually be put into the CIC plan over the next 10 years to prepare for future expected repairs in 10-20 years. Jon will work with SB and Guthrie Perry on what should be allocated annually and place under paving in the CIC plan starting in FY2023/24.
- External auditors made note of funds needed for the town garage and municipal building that ultimately did not get used. We agreed that funds have been allocated and can be used for finishes and accessories to the municipal building such as the new desks, etc and a potentially a new server. Jon Jewett suggested we put dollar values in the CIC plan for engineering plans for the development of these buildings and their need to be replaced in the next 5-10years. Jon will talk to the selectboard and ask that funding of these projects be added into the CIC plan for development review. We will then appropriate funds for these engineering plans as one-time expense under the opportunity fund. This will start the process for building replacements.

Discussion of FY2023 – FY2024 CIC Plan

- Discussions regarding Paving and Vehicles; in general Guthrie Perry noted that we have a longer life for the newly paved roads than noted in the CIC Plan. The road life expectancy is greater than 8 years more like 9 or 10 years. The decision was made to leave as is to make sure the funding is available and adjusted for inflation. Although it is ultimately Michele Pallas's job to keep the CIC plan up to date, Don Welch and Michele Pallas will work together on the additions and edits to the paving tab and CIC plan. In addition, the CIC spreadsheet will be updated to adjust for 2022 "actuals" and what may be needed in future building developments. Michele Pallas will come to the next meeting with the corrected additions and edits.
- Discussions concluded to make sure that we had enough funding for Rainy day expenditures. We felt that the rainy-day fund for the town was adequate, and we should not include this fund in the

CIC plan. The CIC plan is not typically used for that purpose. The CIC plan is for funds needed in 5-10 years and over 5K.

- Discussion "Future Capital Projects Questionnaire". We do not have enough information regarding the project and we discussed, "where to go from here?" A committee such as EM trails would have to pick this up or the SB. Ed Deegan will respond by letter to Georgianna Bjornlund to provide details on next steps.

Action items: Ed Deegan will respond to Georgiana Bjornlund for next steps into looking into a Dog Park. Jon Jewett will request the SB to allocate one-time expenses for engineering studies for Town Garage and Municipal Building Development.

Other Business - None

Motion to Adjourn: Made by Kim Watson. Second: Don Welch. Vote on motion: passed unanimously. Meeting adjourned at 5:20 pm

Next Meeting: November 3, 2022, 4PM.

Submitted: Kim Watson Approved: November 15, 2022