

Town Of Groton, Vermont

Community & Economic Development Committee Minutes, April 4th, 2016 (Draft)

The duly warned meeting of the Community & Economic Development Committee of April 4th, 2016 was held at the Groton Community Building, 1476 Scott Highway.

Attendance for the meeting included: Mary Grant, Kitty Diggins, Carrie Peters, Donna Robinson, Brent Smith, Shaun Stetson, Erich Crum and Dan Robinson.

The Meeting was called to order at 7:10 PM

Updates/Adjustments to the Agenda:

Listers-Town wide reappraisal

Mary asked that all of the committee members be given access to the online folder with the Capital Plan and Capital Planning Tool. Mary also covered the calendar for the committee members that weren't able to attend the previous meeting. Committee members felt this calendar would work.

Town-Wide Reappraisal:

Kitty updated the committee on the town wide reappraisal and when would be an appropriate time to schedule. Mary and Kitty both felt that now was a good time to plan one so that Kitty could plan and project what the funding requirements would be.

Energy Audit:

Kitty said that she would look into requesting another energy audit for the Community Building once the Black River sprinkler/ADA work is done. The previous audit was dated 2010 and there have been numerous projects done in the building. A new audit would help prioritize the Community Buildings CIP. Mary provided a quick update on the Black River Sprinkler/ADA access plan for those that were unfamiliar with the project.

Kitty presented the estimates from Powers Plumbing and Heating for work on the septic pump, vents and a broken line under the Town Clerk's office. The Select Board had previously approved that the work be done when funds are available. The Committee decided that the work was "critical" and needed to be done. Brent moved that the estimates 812 and 814 totaling \$3976.00 be sent to the Select Board for approval to proceed. Shaun seconded the motion and the motion passed unanimously.

Community Building Capital Plan:

The committee reviewed the Community Building priority list and agreed that the Septic system continues to be a high priority with energy efficiency projects next on the list. The CIP working tool was updated and the Secretary gave access to the online folder so that they could begin working on their capital plan before the next meeting. The Secretary said that he would research estimates/designs received for these projects and update the funding requirements for each project. Brent asked if the Secretary could find the engineer plan for the memory wall while he was looking for CIP info. Dan said yes, he would get a copy. The CIP work schedule for the upcoming meetings is:

May – Highway Dept

July – Library

September – Historical Society/Community Club

November – Review & Finalize Capital Investment Plan

June – Fire Department

August – Rec Committee

October – Planning Commission

Event Coordinator/Planner position proposal:

Donna Robinson proposed to the Committee the Event Coordinator/Planner position that the Rec Committee didn't want to manage as a possible way to generate activity in Town that would fall under the "economic development" role of the committee. The voters allow for a stipend in the budget for the position and Donna felt that it would be a lost opportunity for the community to have a calendar of activities that were both free to the public and other activities that were fee based and could possibly generate some revenue to help pay for some of the other activities/facilities in town. The Committee felt that the idea had merit and asked the Secretary to post an announcement of the position to generate letters of interest that they would review at the next meeting and make a recommendation to the Select Board at the May 5<sup>th</sup> meeting. Mary asked if a motion was in order, Brent so moved and Carrie seconded. The motion passed unanimously.

The Committee asked The Secretary to contact the Library, Community Club and Historical Society/Cemetery Commission to get the names of their committee representatives.

The meeting adjourned at 8:16pm.

Respectfully submitted

Dan Robinson, Committee Secretary