

# ECONOMIC DEVELOPMENT UPDATE

## February 2016

### Revenue

Nothing new to report.

### Administration

The following computers have been upgraded to our Office 2016 subscription:

- Ken Black
- Pat Weisbrich
- Jeannette Eckert
- Marco Tallini

The other will be done as time permits and other schedules dictate.

The Lister's computer that is used for the town report will not be done until the report is completed.

I have not yet installed Windows 10 on any PC, but will do so on mine in the near future. We will test Nemrc and Proval on my computer after Windows 10 is installed to ensure it is functioning properly before installing it on other Town Office computers.

### Beautification

We have received a final version of the Town Hall Parking plans from Peter Holden. This one builds up the ground leading up to the front door and places a much shorter (23 feet) and less costly ramp in front of the building. The railing is white and looks unobtrusive. It also solves the problem of having a handicap ramp near the snow and rain fall zone on the west and east sides of the building. The new ramp will be 8 feet wide to accommodate a snow blower. One additional public meeting will be held to discuss the design(s) and associated costs. This meeting has not been scheduled but will occur in February, 2016.

### Events

Mother's for Daughters' has been sent the first payment of 75% for their event in May.

The final payment for Wine and Harvest 2015 has been reduced by \$1,300 from \$3,031.25 to \$1,731.25 because 3 separate items (WKVT 92.7, Facebook Wine & Harvest Page, Facebook Chamber Page) were not done.

### Marketing

#### Production Film Grant

Changes to the Production Grant Guidelines will be forthcoming.

#### DASP

#### FY '15 – '16

To date 10 applicants have applied for DASP funding. To date we have received invoices for \$19,439.37 and have paid out \$6,813.43 in actual funds. Changes to the DASP Guidelines will be forthcoming.

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Do-It

FY '15 – '16

To date 16 applicants have applied for all of the \$36,000 budgeted for the program. To date we have paid \$5,000. There have been no other requests for funding since the beginning of July. When comparing project cost to rebate cost, the total project cost is \$61,369.10 and the total rebate cost is \$36,000. Only 7 of the 16 applicants will spend a project cost equal to the rebate cost. 56% of the businesses are adding additional funding to their projects. All projects must be completed by June 30, 2016. Changes to the Do-It Guidelines will be forthcoming.

Bi-Town/Marketing Sub-Committee

There was no Bi-Town meeting in January due to insufficient attendance and a lack of a quorum.

Bi-Town Marketing has spent \$500 of the \$2,080 budgeted in Search Engine Optimization for Blog Articles for the Chamber Website and \$200 of the \$500 budgeted for Administration Fees for the Director.

For a complete set of minutes, please refer to the Town of Dover website <http://www.doververmont.com/bi-town-marketing-subcommittee-0>

**Telecommunications**

French Scott, Fairpoint's engineer has contacted us regarding the development of a plan to install and maintain fiber to the home within Dover. This was an initial conversation to lay the groundwork which will result in a detailed analysis for the project. Fairpoint's engineers have initially estimated a cost of \$1.5 MM – \$2.5 MM to connect all homes in Dover. They have proposed an analytical study to define specific details for \$25,000. They are doing a similar project in Portsmouth, NH. We are awaiting estimates for the plan costs and associated bandwidth rates and whether they are symmetric (download and upload rates are the same) or asymmetric (download and upload rates are different). The discussions started out asking for 50 – 150 Mbps with the opportunity to expand to gigabit connectivity in the future. We also discussed developing a node construction where connections would not be made directly to everyone's home, but in effect a predefined neighborhood. Connections to the home can then be made to homes as residents order services. The latter would be a less costly alternative initially. This would be a multi-year initiative and could be financed in a variety of ways including a bond initiative paid for by future economic development funds. We should perform the study initially to determine specific cost/functionality for a project of this magnitude.

**Trails**

Dover/Wilmington Trail:

Nothing new to report.

Valley Trail A:

The following is an initial calendar of events for the Valley Trail Segment A.

A detailed construction schedule will be published in April, 2016 after the pre-construction meeting.

Thursday, November 12, 2015	Rachel Beauregard to send RFP for Resident Engineer
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Friday, November 20, 2015	Roger Dickinson to send legal notice for advertising Valley Trail A Construction Bid
Monday, November 23, 2015	Submit legal ad for construction bid in local newspaper and on the town website
Friday, December 4, 2015	Roger Dickinson to initially make 15 sets of Contract Plans and Bid Documents to be distributed as follows:  Roger Dickinson - 1 set Resident Engineer – 1 set Construction Company – 1 additional set Town Offices – 1 set Interested Bidders to Purchase a Set – 11 sets available
Monday, December 7, 2015	Rachel Beauregard to advertise on the Vermont Bid System
Tuesday, January 5, 2016	Pre-Bid Conference
Thursday, January 14, 2016	Bid opening and preliminary selection of construction company at Dover Town Offices – 1 PM
Friday, January 15, 2016	Advertise for the Resident Engineer
Friday, January 15, 2016	Rachel Beauregard to place ad for Resident Engineer on the Vermont Bid System
Friday, January 15, 2015 – Tuesday, January 19, 2015	Roger Dickinson to perform a Bid Analysis of selected bidder
Tuesday, February 2, 2015	Announcement of selected construction company
Tuesday, February 29, 2016	Selection of Resident Engineer
TBD, Friday, April 1, 2016 – Friday, April 15, 2015	Pre-construction meeting
TBD, Monday, April 25, 2016 – Monday, May 16, 2016	Construction Begins
Friday, August 12, 2016	Construction Completion

To date we have spent \$111,486.50 of the \$118,208 engineering study. This leaves \$6,721.50 remaining on the engineering contract.

The cost estimate from Lamoureux & Dickinson for the Valley Trail A sidewalk project is \$741,913.32. This left a current deficit of **(\$40,536.88)**. The bids have been received, analyzed and tabulated. The results are listed below:

Bazin Brothers Trucking	\$521,148.00
Zaluzny Excavating Corporation	\$652,457.00

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Weaver Excavating, Inc.	\$754,533
Renaud Brothers	\$810,263.50

The construction estimate for Bazin Brothers included the 21 street lights plus the light accessories. When you add in the 10% contingency plus the resident engineer (actual amount still to be determined) and the projected easement costs, the total is \$661,765. This leaves a surplus of \$39,611.44 in the account.

The Selectboard will need to sign a Notice of Award issued to Bazin Brothers in the amount of their bid of \$521,148. Bazin Bros will then have 15 calendar days to send in a signed contract plus a Performance Bond and a Payment Bond, each equal to the cost of their bid as well as a Certificate of Insurance. The Selectboard will then countersign the contract and the Notice to Proceed document. Upon the contractor's execution of the Notice to Proceed document, the project will begin.

Bids for a resident engineer, also called a construction inspector, have been solicited and are due by 4 PM on February 24, 2016. Selection will take place on February 29, 2016 at 10:00 AM.

We will also conduct a pre-construction conference after the contracts have been executed. No date for that has been scheduled.

Valley Trail A Minus: Dorr Fitch to Tollgate Village

To date we have spent \$6,961.94 toward the additional fixed price bridge engineering cost of \$17,133.79.

This leaves a balance of \$10,171.85.

The cost estimate for the project at this time is as follows:

Bridge including Foundation	\$260,000.00
Sidewalk	\$83,957.46
Resident Engineer	\$51,600.00
Contingency	\$34,400.00
Lighting	\$53,102.00
Engineering	\$17,133.79
Subtotal	\$500,193.79

The Federal grant is for \$325,000 of which 10% is a local match. Given the current construction estimate, available Trail A- fund total, remaining engineering expense, we have a deficit of **(\$193,461.85)**.

The preliminary plans have been completed and sent to Vtrans for approval. It is anticipated that plan approval could occur within 2 months. This would put us in the easement phase of the project. Depending upon the timeframe to complete this and get final plan approval, we could go out to bid during the Summer, 2016. It still appears likely that construction would occur in 2017.

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Valley Trail B Plus: Mountain Park Plaza to Stugger Rd:

The alternatives design has been completed and reviewed internally. Another public meeting was held to discuss the alternatives. Marcia Conrad attended the meeting via teleconference.

We have received the payment of \$10,074.26 from Vtrans. This includes Holden Engineering invoices, newspaper advertisements, general mailings and Economic Development billable hours.

**Venue**

Nothing new to report.

**Village District Renewal**

We have lost the Village District designation for East Dover and will lose the one for West Dover on February 1<sup>st</sup>. This was due to not having the Town Plan finalized in the timeframes required for renewal. We can apply again at a later date.

**Financial**

Full statements are included under separate cover.