

ECONOMIC DEVELOPMENT UPDATE

January 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.

Arcomm rerouted the network and internet connections more conveniently for diagnostics and servicing.

I have not yet installed Windows 10 on any PC, but will do so on mine in the near future. We will test Nemrec 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 January.

Rich Werner replace the Skip Morrow banners with the Winter Snowflake banners.

Events

Mother's for Daughters' has changed their event grant submission to conform with the guidelines' rule to only fund a maximum of 25% of the total expenses.

We received copies of the invoices for Wine and Harvest 2015 and will evaluate shortly.

Changes to the Events Guidelines will be forthcoming.

Marketing

We have received all of the final edits for the four production grants. Most have already been released but some have not. All conform to our guidelines and their final payments have been issued. We will make these available, when appropriate, to those interested in seeing them. Changes to the Production Grant Guidelines will be forthcoming.

DASP

FY '15 – '16

ECONOMIC DEVELOPMENT UPDATE

January 2016

To date 9 applicants have applied for DASP funding. To date we have received invoices for \$12,092.78 and have paid out \$3,634.39 in actual funds. Changes to the DASP Guidelines will be forthcoming.

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

To date, we have 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

A discussion was held with Bill La Cour from Sovernet regarding running fiber and supplying increased bandwidth to Dover residents and businesses. Sovernet's position is that the town would need to absorb all costs to lay the fiber because the population density is not great enough to sustain profitability for the company. They would be happy to entertain further discussions on bandwidth and available rates. Billing and servicing issues were not discussed, but would be a necessary function. Fairpoint was contacted with the same objectives, but they have failed to return the call.

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 Beaugard to send RFP for Resident Engineer
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

ECONOMIC DEVELOPMENT UPDATE
January 2016

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 Beaugard 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 Beaugard 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, January 19, 2015	Announcement of selected construction company
Tuesday, February 23, 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 for the Valley Trail A sidewalk project is \$741,913.32. This leaves a current deficit of **(\$40,536.88)**. The actual bids will change this number.

To date, we have sold 2 sets of plans and had an inquiry from 1 other construction company who indicated that they would purchase a set of plans.

There will be a Pre-Bid Conference at the Dover Town Offices on January 5, 2016 at 10:00 AM to discuss any questions a contractor might have with the plan details. Roger Dickinson will be present to answer any specific technical questions. The deadline for bid submission is January 14 at 1:00 PM. At that time, we will evaluate the bids for completeness and announce the selected contractor at the January 19, 2016 Selectboard meeting.

Valley Trail A Minus: Dorr Fitch to Tollgate Village

ECONOMIC DEVELOPMENT UPDATE

January 2016

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.

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

The alternatives design has been completed and reviewed internally. We will schedule another public meeting to discuss the alternatives. The date and time will be forthcoming.

We are awaiting a 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 been informed that as of October 5, 2015, our renewal for the Village District in East Dover is late and that we have three months to submit the paperwork or forfeit, without prejudice, the East Dover Village District designation. We can reapply if we miss the three month extension. The town must have an approved Town Plan prior to filing for the Village District designation. The West Dover deadline is November 2, 2015. The extensions will expire on January 5, 2016 and February 2, 2016 for East and West Dover respectively. Nicolas has indicated that a Planning Commission public hearing will take place on November 16. The Selectboard will receive the document and have their own public hearing before adoption. It will then go to the Windham Regional Commission for certification. This process includes acceptance by adjacent towns. Of course this assumes that there are no significant changes along the way. Expediency is necessary to make the deadlines.

ECONOMIC DEVELOPMENT UPDATE
January 2016

Financial

Full statements are included under separate cover.