

ECONOMIC DEVELOPMENT UPDATE

November 2015

Revenue

Nothing new to report.

Administration

The projector for the Town Offices has been purchased. A 25% discount coupon from Staples was found saving the town approx. \$175 from the previously approved price. We have already used the projector in a meeting with Fairpoint.

Beautification

A public meeting was held on October 7 at the Town Hall to present the engineering findings and costs to enhance and beautify the Town Common property. There were 15 attendees who listened to a presentation by Peter Holden, the engineer on the project. Peter presented 3 options that adjusted the amount of parking and associated free space. The option that was identified by the attendees as their favorite of those presented was the one that minimized parking and maximized free space. Several concerns were raised including:

1. Relocate the handicap ramp to the east side of the building where the current ramp resides.
 - a. Concrete color should match the building foundation
 - b. Handrail color should be white to match building color
2. Add basketball hoop
3. Design should impede excessive speed in the parking area
4. Keep trees low at entrances so as not to impede visibility
5. Dumpster is the property of the Day Care facility and not for the Town Hall
6. Provide a covering or awning over the front landing
7. Option "C" with 79 parking spaces is preferred
8. Replace front door with one that will not discolor due to rain splashing on it
9. Replace halogen light near library with an LED light that dims automatically and brightens with motion
10. Ensure that snow falling from roof does not hit handicap ramp

Peter Holden will make the necessary changes and the plans will be presented again.

Events

We received the Blueberry Parade and Craft Fair summaries on October 9, 4 days late. The file of receipts did not always match the items in the report. It appears that multiple receipts correspond to one line item in some cases. There was no mechanism to identify how they are grouped. We asked for a clarification and got much of the same with some additional explanation. More detail was asked for again one week ago and to date we have not received anything further. In addition, they did not order or give out any parade prizes in the Blueberry Parade budget. This totaled \$1,500 which is automatically deducted from their last payment. The Chamber has not been paid.

I understand that Mother's for Daughters' will be applying for funds for their May, 2016 ride. Carina Hellstrom from the Gray Ghost and Simon Ferris from the Kitzhof Inn will be submitting the application instead of Bob O'Keefe and Sharon Alves. Both Bob and Sharon are still involved in the event. We will evaluate the application when it is submitted.

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Marketing

Caterpillar Event LLC (Preggers) has completed their Dover shoot. They submitted their receipts and spent \$1144 in lodging and \$1005.22 in food purchases in Dover at Snow Mountain Market, Pizzeria la Toscanella, Dots of Dover and 7-Eleven. They received their 1st payment of \$1500 towards the grant.

MomCave also completed their Dover shoot and have submitted their receipts. They spent \$619.07 in lodging, \$457.54 in food purchases at Last Chair, Valley View Saloon and Dover Forge, and \$245.16 in retail purchases at Green Mountain Vermont (aka formerly Fiddleheads, currently known as The Hub). Their expense check will be processed shortly.

Don Schechter, producer from Charles River Media Group, LLC (Ascendants) filmed his videos during the Columbus Day weekend here in Dover. He stayed at Laylas Riverside Lodge and they did charge the correct amount of tax for rooms and meals. Charles River Media Group spent \$1728.62 during their stay in Dover.

Katie Shannon. Producer from Thompson Film, LLC (Karly and Alex) will be shooting in Dover starting on October 29th.

DASP

FY'14 – '15

Palmiter has submitted digital invoices for the last 3 quarters of 2014/2015. The guidelines state that all documentation must be submitted within 2 months of the end of the quarter where the advertising occurred. We will therefore not accept the Q2 and Q3 invoices, but we will accept the Q4 invoice, even though it is 18 days late. The rebate cost for that quarter at 40% is \$265.72.

This closes out the 2014/2015 year. The program paid out \$14,332.03 for the fiscal year. This leaves \$9,667.97 in unpaid funding for the program. The program paid only 59.7% of the available funding. The guidelines and budget for this program will be reviewed and a recommendation will be made to the board.

FY '15 – '16

To date 7 applicants have applied for \$9748.80 of the \$24,000 in DASP funding. To date we have paid \$3,317.67 in actual funds. We have 20,682.33 remaining.

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.

Bi-Town/Marketing Sub-Committee

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The Bi-Town Marketing Committee will meet this month on October 14 at 10:00 AM due to scheduling conflicts. At our meeting both Laura Sibilia and Adam Grinold were absent. We still need full participation going forward for effective progress.

It appears that most businesses are willing to enter data into the chamber website and allow a tracking cookie to be placed on their website. The administration of timely information could be problematic. I have offered to develop a financial spreadsheet for tracking payments made against the budget items. This spreadsheet is enclosed for your information and I have sent it to the other members of the sub-committee and I am awaiting their suggestions.

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

Telecommunications

We met with Fairpoint Communications regarding their analysis of Dover's broadband capability. Beth Fastiggi, President of Fairpoint of Vermont attended in person and Jeff Nevins and French Scott attended by teleconference. Also in attendance were Pat Weisbrich, Tom Baltrus and Gretchen Havreluk.

The analysis that Fairpoint presented was incomplete by their own admission. They showed fiber running partly up Dover Hill Road and indicated that there might be additional fiber going further.

Their analysis only accounted for Fairpoint owned cables (fiber, coaxial, Ethernet). Fairpoint will not link up with any other company to share fiber lines. They will only use their own. They continue to promote the use of DSL service in their entire presentation. They spoke about a bundled cable approach which is done at the remote terminals (RT, those boxes at the side of the road, i.e. at Taft Brook and Holland; Jockey Hollow; East Dover Firehouse). They indicated that bandwidth can be increased from a maximum of 15 Mbps to 25 Mbps with this approach. When asked about the cost, they suggested about \$25,000 per RT. There were not any negotiation discussions regarding any of the prices. As in other DSL applications, maximum bandwidth decreases with distance to the remote terminal. They also suggested the concept of Very high-bit-rate Digital Subscriber Line (VDSL). This will yield bandwidth rates of 52 Mbps down and 16 Mbps up over either twisted or untwisted copper wire. It will also yield 85 Mbps both down and up (synchronous) over coaxial cable. Second generation VDSL (VDSL2) can achieve 100 Mbps synchronous (both down and up), but with a maximum distance of 300 meters (984 feet) to the RT. It is unclear as to the makeup of their wiring, but I assume that it is twisted pair.

Fairpoint would not let us keep any of the presentation due to confidentiality reasons. They indicated that they would entertain cost discussions and also suggested that antiquated equipment such as the Central Office along Route 100 would need to be upgraded to accomplish the DSL increases.

It is my opinion that putting significant funds into DSL technology is not cost effective at this time. We should pursue a model of fiber to the home in some variation to achieve appropriate bandwidth for both current and future applications.

I have still been unable to secure a meeting with Vtel to discuss wireless telecommunications development. Laying fiber is still in the \$25,000 per mile category. Vtel claims that their service will be operational from the Rice Hill Tower of Green Mountain Power by the end of summer, 2015. We will have to evaluate at that time. Another potential solution is for municipal takeover of the internet bandwidth. Perhaps discussions with Burlington, VT would shed some light on the costs and pitfalls of such a project. I will pursue that avenue and report on the pros and cons that Burlington experienced.

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In conversations with the head of their wireless program at Vtel, Jeff Monder, they will initiate service from their Rice Hill tower by the end of the summer. The antennas have been installed and they are waiting for installation of bandwidth to the tower. This will come in the form of a microwave backhaul off of a tower at Mount Snow. It is expected that service will hit the west side of the ridge, Cooper Hill Road, and parts of Dover Hill Road. It is not known what the maximum bandwidth or costs are, but 40 Mbps was mentioned as a bandwidth for the area.

We also spoke about a more aggressive infrastructure within Dover and a meeting with Michel Guite. Their website offers Internet plans of 1 Gbps for \$60 per month and 10 Gbps for \$400 per month. This is a direct fiber connection. The cost estimate of \$25,000 per mile to lay the fiber was mentioned.

Trails

Dover/Wilmington Trail:

Nothing new to report.

Valley Trail A:

Contractor plans for Trail A have been submitted to Vtrans. Explanations regarding comments made by Vtrans on the final plan have been answered by Roger Dickinson. We have received the formal Right of Way certificate (ROW) from Vtrans. Rachel Beauregard has tentatively approved the contractor plans with the modification of various dates that will need modification at the time the bids go out in the December/January timeframe.

The goal is to start construction around mid-May 2016, after the winter's frost. It will take approximately 3 months to complete the project including street light installation.

Task	Duration (business days)	Responsibility	Notes
Issuance of a 1111 permit	5 days	Vtrans	Done concurrently with Final Plan approval
Issuance of a Right of Way Certificate	5 days	Vtrans	Done
Final Plan approval	21 days	Vtrans	
Utility Clearance	5 days	GMP/Fairpoint	
Contractor Plans Development & Approval	21 days	Lamoureux & Dickinson/Vtrans	Contractor Plans completed and sent to Vtrans but not approved. Can occur simultaneously with final plan approval
Contractor Advertising	21 days	Vtrans/Economic Development	

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Resident Engineer Advertising & Selection	21 days	Economic Development/Vtrans	Can occur simultaneously with contractor advertising
Construction Award	21 days	L&D, Vtrans, Economic Development, Dover Selectboard	Includes review of bids and presentation to Dover Selectboard
Construction	3 months	TBD	

To date we have spent \$111,356.50 of the \$118,208 engineering study. This leaves \$6,851.50 remaining on the engineering contract.

The cost estimate for the Valley Trail A sidewalk project is still \$753,609.26. **This leaves a current deficit of (\$52,130.31).** The actual bids will change this number.

The cost for street lighting was taken directly from the actual cost at the Dover Park. We did have some issues with the company who manufactured the lights and would consider switching to an alternate company whose light is similar. The pole would remain the same. The previous lighting estimate did not reflect the cost of installing the concrete poles which the highway department performed. Installing 21 lights verses 4 is a far different task. This function is now added to the street light cost as well as a modest increase in the cost of the light caused by switching companies.

The current cost estimate for the project is listed below. This contains the latest cost estimate from the project engineer.

Valley Trail A Minus: Dorr Fitch to Tollgate Village

The cost for the additional engineering on the bridge portion of Valley Trail A- is **(\$17,133.79)**. This cost is outside of the grant due to our breaking the trail into 2 parts. The engineering portion was 50% completed under the original Valley Trail A contract and resoliciting an engineering company to finish the work when Lamoureux & Dickinson was fully engaged in the project made no sense. The construction will take place in 2017.

To date we have spent \$2,723.91 toward the additional fixed price bridge engineering cost of \$17,133.79. This leaves a balance of \$14,410.09.

The cost estimate for the bridge is based on a bridge project that L&D is working on in Williston, VT. This estimate does not include contingency, resident engineer or easement costs. The actual bridge estimate at this time is \$192,000. The estimate for the foundation, retaining wall and installation of the bridge is \$80,000. We will get a better feel for actual prices on A- as we get into the construction portion of A, next spring.

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

Holden Engineering is moving forward with the scoping study and has sent us an invoice of \$7,480.40. This invoice will be submitted to Vtrans for payment along with other charges including newspaper announcements, postage, and personnel hours.

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The initial invoice to Vtrans will be \$8,158.32. The study is due to be completed in March, 2016 but will likely be concluded by the end of 2015.

Valley Trail C: Stugger Road to South Access Road

We were awarded a grant for the Scoping Study for Valley Trail C in the amount of \$33,000 of which 10% are comprised of local funds. The countersigned document from Vtrans is expected in December 2015.

Trails Trail Balance

Item	Cost
Trail A	
<u>Revenue</u>	
Trail "A" Account	\$401,478.95
Federal Grant	\$300,000.00
Sub Total	\$701,478.95
<u>Expense</u>	
Current Construction Estimate	\$446,646.80
State Suggested Contingency	\$44,664.68
Resident Engineer	\$89,329.36
Remaining L&D Engineering	\$6,851.50
Street Lights (21)	\$126,000.00
Electrical Accessories (Wire, Conduit, etc)	\$29786.92
Easement Costs	\$10,330.00
Sub Total	\$753,909.26
<u>Net Revenue/Future Expense Total</u>	(\$52,130.31)
Trail A- (Tollgate Village to Dorr Fitch Rd)	
<u>Revenue</u>	
Trail "A-" Account (Local Portion)	\$29,633.65
Federal Grant Portion	\$263,510.00
State Grant Portion	\$28,990.00
Sub Total	\$322,133.65
<u>Expense</u>	
L&D Engineering	\$14,410.09
Bridge over Deerfield River	\$272,000.00
Resident Engineer	N/A

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Construction	\$60,000.00
Street Lights	N/A
Sub Total	\$346,410.09
<u>Net Revenue/Expense Total</u>	(\$24,276.44)
Trail B+ Scoping Study (Mountain Park Plaza to West Dover Fire House)	
<u>Revenue</u>	
Trail B+ Account (Local Portion)	\$3,300.00
Federal Grant Portion	\$26,756.00
State Grant Portion	\$2,944.00
Sub Total	\$32,477.30
<u>Expense</u>	
Advertising for Scoping Study	\$135.89
Engineering Study	\$22,919.71
<u>Net Revenue/Expense Total</u>	\$9,121.70

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.

Financial

Full statements are included under separate cover.