



To: The Hinesburg Selectboard
From: Trevor M. Lashua, Town Administrator
Date: April 17, 2015
Re: The project list (FY15-FY16)

The list of 33 projects is in no particular order.

1. Construct, review, and approve FY16 water/wastewater budget. Create rate structure that steps into increase associated with the bond.
2. Water and wastewater ordinances (amend or create allocation framework).
3. New wells on-line by November 2015, with project completed on-time and on budget.
4. Continue to develop and refine the Capital Improvement Program. The project should include redeveloping/developing a 5-year paved road plan, a 5-year gravel road plan, and a 5-year bridge and culvert plan
5. Complete a pay and classification study for all current and projected municipal positions.
6. Complete a service-level (i.e. staffing) analysis and corresponding plan.
7. Revise/unify the road and bridge standards, incorporating local components and the latest State changes into a single document.
8. Consolidate and organize all ordinances, and begin the process of reviewing and updating where necessary or desired.
9. Oversight and completion of the Village North (Commerce Street to Renewable NRG) sidewalk project [construction moved to summer of 2016].
10. Continued development of and pursuit of grant funding for the Route 116/Charlotte Road/Lantman's intersection project.
11. Review and approve the 2015 Town Plan.
12. Continue to move the highway garage replacement project towards a March 2016 Town Meeting (or subsequent date) vote. This includes coordinating with CSWD on site needs, timing, etc.
13. Work with the Economic Development Commission to create the revolving loan fund framework for use of the CDBG/Smoke and Cure funds.
14. Continue to advance/begin construction on the Bissonette Family Recreation Fields. At the same time, begin planning for maintenance and operational needs.
15. Receive the CCRPC scoping study on Richmond Road bike and pedestrian improvements, and create a plan for implementation of any recommendations,
16. Begin planning for bike and pedestrian improvements to Charlotte Road, focusing first on development of the Carse easement (into a trail or path for bike and pedestrian uses).
17. Secure FEMA funds for damages incurred by December 2014 storm. [In progress]
18. Seek a State Town Highway Structures grant for the undersized culvert beneath Shelburne Falls Road at Pleasant View Lane, hopefully timing the grant award and culvert replacement with the 2017 planned upgrades to the Route 116/CVU Road/Shelburne Falls Road intersection.
19. Create and implement signage and enforcement plans for Shelburne Falls Road, per the TCE analysis.

20. Implement “user friendly” water/wastewater bill design.
21. Begin planning for necessary stormwater improvements and management.
22. Create a succession plan for the organization.
23. Consider development and implementation of impact fees for recreation and highway.
24. Revise Town Hall rental policy. [Completed 4/6/15]
25. Sell the Old Police station, or otherwise determine and implement an end result.
26. Develop Lot 1 master plan, begin the process of budgeting for any necessary and related projects. Possible wrap the parking lot and connector road into the project plan and budget.
27. Secure lease financing for necessary pieces of equipment, including identification of the best method to fund the rescue/pumper truck.
28. Look to update and revise the fire protection agreement with St. George.
29. Conduct the wastewater capacity study.
30. Develop an open burning ordinance for Board consideration.
31. Improve approval and tracking process related to various permits, notably driveway/curb cut and buried utility permits.
32. Finalize an agreement with VT Gas.
33. Continue to explore and develop new water sources.