

Town of Middlebury

Town Boards, Committees & Departments

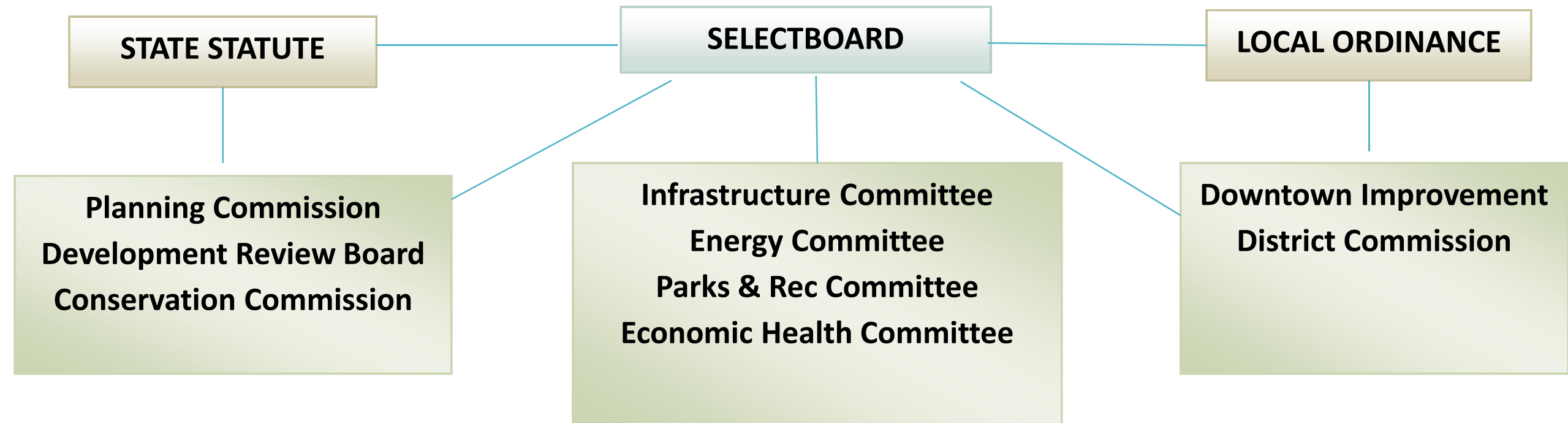
Presentation to Economic Health Committee

10-25-18

Selectboard

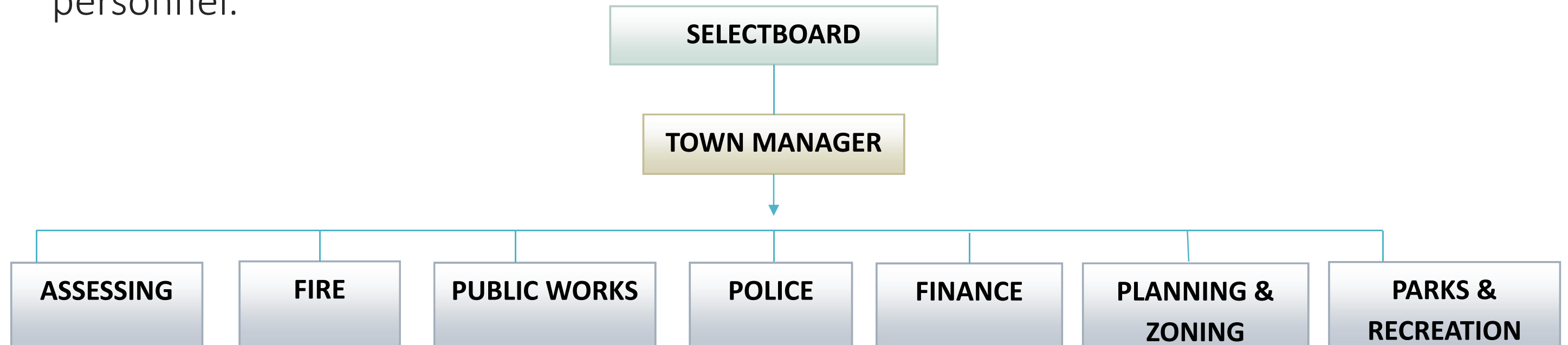
- The 7-member Selectboard is the Town of Middlebury's governing body.
- The Selectboard appoints committees, boards and commissions to provide recommendations to the Board as it develop policy to guide the operations of the Town.
- The work of some committees and boards is guided by statute. These include the Planning Commission and Development Review Board.
- The work of other committees, including the Parks & Recreation Committee and Economic Health Committee, is guided by the Selectboard's charge to the Committee.

Selectboard



Selectboard

- The Selectboard also appoints the Town Manager, who is responsible for the day-to-day operation of the Town and the administration of all departments and personnel.



Selectboard

Top Strategic Priorities for 2018

- Downtown Bridge Project
- Water Bond Vote
- East Middlebury Flood Resiliency Project

Infrastructure Committee

The Infrastructure Committee is a subcommittee of the Selectboard and provides recommendations to the Selectboard on capital budget and planning, equipment fund purchases and other matters as requested by the Selectboard.

In coordination with the Selectboard's top three priorities for 2018, the Infrastructure Committee's priorities include:

- Planning and budgeting for amenities associated with the downtown bridge project;
- Planning for & financing of Water System Improvements; and
- Planning for & financing of Middlebury River Flood Resiliency Project.

Infrastructure Committee

Additionally, the Infrastructure Committee is working on recommendations on:

- Use of the Cross Street Bridge Fund Surplus;
- Decommissioning of the old Wastewater Treatment Facility & Construction of new DPW and PD storage facilities;
- Creek Road access;
- Assessment of Facilities for Maintenance and Capital Projects; and
- Equipment and Vehicle Replacement Plan and Funding.

Downtown Improvement District

Owners of commercial or mixed-use properties within the District's clearly defined boundaries pay a small tax in addition to their regular property taxes.

This additional tax revenue is then designated to fund - and to leverage grants to fund - public improvements within the district.

In recent years, the revenue collected from this tax, which totals approximately \$34,000 annually, has been used to fund or leverage funding for:

- New sidewalks
- Installation of historic streetlight fixtures
- Park improvements
- Wayfinding signs
- Rapid-flashing beacon pedestrian crossing lights
- Landscaping of the new Town Offices
- Match for USDA marketing grant for BMP's new website



Economic Health Committee

Using the work of the 2017 Economic Health Task Force as a starting point, recommend several economic development tools that the Town can use with limited resources and staff.

Facilitated by Fred Kenney, and using the Addison County Development Opportunity Profile and current economic trends as a backdrop, the group will consider the following topics as it develops recommendations to the Board:

- Retaining/Expanding Retail Opportunities;
- A basic analysis of the economic viability of Tax Increment Financing to support infrastructure improvements in the downtown;
- The most effective use of funds remaining in the Middlebury Business Development Fund, including, but not limited to providing revolving loan funds or other low- or no-cost economic development tools that have been successful in other Vermont communities;
- Use of Vermont Community Development Program Grant revolving loan funds to support economic development (activities must be VCDP eligible, not limited to use for revolving loan fund); and
- Effective use of a web site to promote economic health.

Development Review Board

Reviews & Approves Development Site Plans in accordance with the Town's Zoning Bylaws, the Town Plan and state statutes and regulations.

Partners with Town Zoning Administrator and Design Advisory Committee in their work.

Planning Commission

In accordance with State statute, the primary responsibilities of the Planning Commission are:

- Creating and maintaining the Town Plan
- Creating and maintaining the Zoning Regulations and land use map
- Undertaking Planning projects in collaboration with the Town Planner.

2018 projects included:

- Master planning wrt 7 corridor, Exchange Street and Hannaford Plaza commercial area
- Amtrak Rail Platform Location project
- Neighborhood Area Designation
- Downtown Master Plan pre-planning

Planning Commission

Develops Town Plan goals and action items in the following subject areas (corresponding to Town Plan chapters):

- Historic Preservation
- Natural and Scenic Resources
- Local Economy
- Housing
- Energy and Climate Resiliency
- Transportation
- Education and Childcare
- Community Facilities & Services
- Land Use planning
- Implementation Matrix

Conservation Commission

7-member appointed commission staffed by the Town Planner

Undertakes inventories, studies and other projects as requested

Provides community education and outreach on conservation issues as needed