

**CITY OF ESSEX JUNCTION
CAPITAL PROGRAM REVIEW COMMITTEE MEETING
DRAFT MINUTES OF MEETING
FEBRUARY 10, 2026**

COMMITTEE: Amber Thibeault, Chair; Kevin Collins, Vice-Chair; Karen Dolan; Nathan Doudera; Scott McCormick; Mike Plageman

ADMINISTRATION: Jeff Kershner, City Engineer; Michael Giguere, City Planner; Ricky Jones, Public Works Superintendent; Jess Morris, Finance Director

PUBLIC: None

1. CALL TO ORDER

Ms. Thibeault called the meeting to order at 6 PM.

2. AGENDA ADDITIONS/ CHANGES

None.

3. PUBLIC COMMENTS

There were no comments from the public.

4. DISCUSSION ITEMS

a. Discussion: Rank Main Street Shared Use Path Project as Presented 10/28/25

Mr. Giguere said that this project is a shared use path for both cyclists and pedestrians to connect Essex and Essex Junction along Route 15. The Town of Essex has been awarded a grant for phase one of this project, which is entirely within their borders. The Town of Essex would like to coordinate with Essex Junction for phase two, of which a portion is in Essex Junction. There would be 15% cost savings to completing this project simultaneously. The project has strong support from the Bike/Walk Advisory Committee (BWAC). He presented two alternatives, one of which is a cost saving modification for a previously selected alternative. The lower-priced alternative will come at the expense of the bike experience, as a more complicated set of signs and routes must be followed. The cost-savings alternative has not been reviewed by the BWAC, but he noted that they believe that the most important feature of this project is its pedestrian improvements. Mr. Jones said that there is not anticipated to be a substantial difference between the maintenance costs between the two options. There is the possibility of grant funding, however nothing is secured.

Regarding the ranking criteria, all agreed that this is a strong project for safety and health. Mr. Doudera and Ms. Thibeault believes that the non-modified version should score slightly higher on this category. All agreed that the mandate scoring should be zero, as this is not applicable. The remaining life scoring element was discussed, as well as whether this would be applicable to this project. Community support, such as the BWAC's support of the project, was discussed. All agreed that the financing score should be zero, as no grant funds have been obtained. Timing and linkages were seen as a high-ranking criterion. A water line replacement could also occur at the same time as this project, however the cost for this has not been incorporated. The lower cost alternative would avoid the need to replace the water line in this location. Regarding positive economic impact and the cost of deferral, all agreed that it would have no minimal impact. Regarding efficiencies, there may be some savings to doing the water line project and bike/ped path at the same time. Regarding service improvements, all agreed that both would provide benefits to the community, however the lower-priced alternative scores are lower. Regarding alignment with City priorities, all agreed that this was strong project for this criterion. Ms. Morris said that she has

taken down all the scores that committee members have provided, will average them and will update her files.

b. Discussion: Capital Project Ranking and Timeline Adjustments as Recommended by Staff
MIKE PLAGEMAN made a motion, seconded by **KEVIN COLLINS**, to table discussion until the next Capital Committee meeting. Motion passed 6-0.

5. REVIEW AND APPROVE MINUTES:

a. Approve Minutes: October 28, 2025

KEVIN COLLINS made a motion, seconded by **SCOTT MCCORMICK**, to approve the minutes of October 28, 2025. Motion passed 6-0.

6. READING FILE

a. Review and approve minutes: October 28, 2025

7. ADJOURN

SCOTT MCCORMICK made a motion, seconded by **KEVIN COLLINS**, to adjourn the meeting. Motion passed 6-0; the meeting adjourned at 6:55 PM.

Respectfully Submitted,
Darby Mayville
Recording Secretary

Next Meeting: April 7, 2026