

**CITY OF ESSEX JUNCTION
CAPITAL PROGRAM REVIEW COMMITTEE MEETING
DRAFT MINUTES OF MEETING
APRIL 7, 2026**

COMMITTEE: Amber Thibeault, Chair; Kevin Collins, Vice-Chair; Karen Dolan (virtual); Nathan Doudera (virtual); Mike Plageman; Justin Rabidoux (virtual)

ADMINISTRATION: Jeff Kershner, City Engineer; Ricky Jones, Public Works Superintendent (virtual); 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: Ranking of Main Street Shared Use Path project as presented 10/28/25 and ranked by Committee 2/10/26)

Ms. Morris detailed the two separate options that were discussed in February's meeting. Option A (the more expensive alternative at \$592,500) received an overall score of 75; Option B (the alternate with cost saving modification at \$228,000) received an overall score of 69. This project was included in the Capital Plan approved by the City Council and will be included in the budget for the next fiscal year. Should the budget pass, this project will move forward.

b. Discussion: Capital Project Ranking and Timeline Adjustments as Recommended by Staff (tabled from February meeting)

Ms. Morris said, as a part of the budget process, staff compiled a list of ranked projects that should either be removed or lowered in priority. These changes include:

1. Remove project H (Central St Waterline) based on confirmation from Public Works that the existing waterline is 6" diameter so this project is not needed.
2. Remove project HHH (Lincoln Hall Senior Bus Parking) as the needs and use of the Senior Center and 2 Lincoln buildings have changed since this project was originally contemplated.
3. Move project VV (West St Sidewalk - South St to Clems Dr) as this sidewalk was repaved in 2023; recommend moving out 10-15 years.
4. Move project NNN (Pleasant St Roadway Rebuild) out as this street was repaved in 2021; recommend moving out 5-10 years.
5. Move project T (Old Colchester Rd Sanitary Sewer) out as the extension of municipal sewer should likely be tied to a development project; recommend assigning to the 40+ year timeline with a note that this will be reevaluated if/when development is proposed.

The following projects will be removed from the ranking file and capital plan upon completion as noted:
6. OOO & PPP (Iroquois Ave Road and Waterline) is complete although we are waiting for final invoices to close the project out.

7. Y (Railroad Ave Waterline) is currently waiting for authorization to bid the project with construction anticipated FY26/FY27.

8. UU and V (Pearl St Sidewalk and Waterline) are currently under design with construction anticipated FY26/FY27.

All agreed that reranking these projects makes sense. Additional projects may be added to the list for reranking as well. The Capital Committee may also discuss the City's policy on sidewalks at the next meeting.

5. REVIEW AND APPROVE MINUTES:

a. Review and Approve Minutes: February 10, 2026

KAREN DOLAN made a motion, seconded by MIKE PLAGEMAN, to approve the minutes of February 10, 2026. Motion passed 6-0.

6. READING FILE

a. FY27 Capital Plan as approved by Council

Mr. Collins asked if the Pearl Street Crossing would need to be ranked by the Capital Program Review Committee. Ms. Thibeault said that this is a scoping study to add crosswalks on Pearl Street. The project is still being developed.

7. ADJOURN

KAREN DOLAN made a motion, seconded by KEVIN COLLINS, to adjourn the meeting. Motion passed 6-0; the meeting adjourned at 6:29 PM.

Respectfully Submitted,
Darby Mayville
Recording Secretary