



**CITY OF ESSEX JUNCTION
CAPITAL PROGRAM REVIEW COMMITTEE
NOTICE AND AGENDA**

Online & 2 Lincoln St.
Essex Junction, VT 05452
Tuesday, June 30, 2026
6:00 PM

E-mail: admin@essexjunction.org

www.essexjunction.org

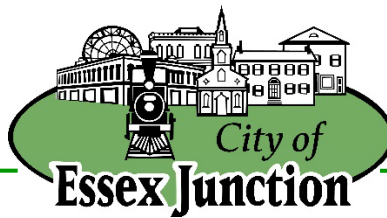
Phone: (802) 878-6944

This meeting will be in-person at 2 Lincoln Street and available remotely. Options to watch or join the meeting remotely:

- **JOIN ONLINE:** [Join Zoom Meeting](#)
- **JOIN CALLING** (toll free audio only): (888) 788-0099 | Meeting ID: 832 5366 1622; Passcode: 189879
- **PROVIDE FULL NAME:** For minutes, please provide your full name whenever prompted.
- **MUTE YOUR MIC:** When not speaking, please mute your microphone on your computer/phone.

1. **CALL TO ORDER** [6:00 PM]
2. **AGENDA ADDITIONS/CHANGES**
3. **PUBLIC COMMENTS**
4. **DISCUSSION ITEMS**
 - a. Appointments: Chair and Vice Chair [5 min]
 - b. Discussion: Capital Project Re-Rankings of T (Old Colchester Rd Sanitary Sewer), VV (West St Sidewalk – South St to Clems Dr), NNN (Pleasant St Roadway Rebuild) [30 min]
Jess Morris, Finance Director
5. **REVIEW AND APPROVE MINUTES**
 - a. Review and approve minutes: April 7, 2026
6. **READING FILE**
 - a. Main St Shared Use Path grant application from June 10, 2026 City Council meeting
7. **ADJOURN**

Members of the public are encouraged to speak during the Public Comments agenda item, or when recognized by the Chair during consideration of a specific agenda item. Public comments are limited to a three-minute rule unless waived by the Chair. This agenda is available in alternative formats upon request. Meetings of the Capital Program Review Committee, like all programs and activities of the City of Essex Junction, are accessible to people with disabilities. For information on accessibility, or this agenda, call the Finance office at 802-878-6944 TTY: 7-1-1 or (800) 253-0191.



MEMORANDUM

To: Capital Committee
From: Jess Morris, Finance Director
Meeting Date: June 30, 2026
Subject: Capital Project Re-Ranking

Issue

To re-rank capital projects identified at the April Capital Committee meeting.

Discussion

The following projects were identified by staff and agreed on by the committee to be re-ranked:

1. Re-rank project VV (West St Sidewalk - South St to Clems Dr) as this sidewalk was repaved in 2023; recommend moving out 10-15 years.
2. Re-rank project NNN (Pleasant St Roadway Rebuild) out as this street was repaved in 2021; recommend moving out 5-10 years.
3. Re-rank 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.

Based on discussion at the April meeting, the following projects have been removed from the ranking file, and the capital plan will be updated during the FY28 budgeting process:

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.

Cost

N/A

Recommendation

The Committee should re-rank the identified projects so that staff can update the ranking file which will be used for the FY28 budgeting process in the coming months.

6/12/2026 10:14		Y - Railroad Ave	OOO & PPP - Iroquois		UU - Pearl Street	C1 - Main St		III - Rosewood Lane	V - Pearl Street	QQQ - North Street	NNN - Pleasant Street	VV - West Street
Rating Criteria	Max points	Waterline Lincoln PI to Central	Road and waterline rebuild - waterline loop Cherokee (conventional construction)	Road and waterline rebuild - waterline loop Cherokee (innovative construction)	Sidewalk and road West Street to Susie Wilson	Shared Use Path	Shared Use Path (alternate with cost saving modification)	Road and Sidewalk Replacement	Waterline 235 Pearl to Susie Wilson	Replace waterline, road, and storm drainage	Rebuild roadway	Sidewalk South Street to Clems Drive
Safety & Health	28	24	24	24	18	24	24	18	18	24	12	18
Mandates	26	0	0	0	0	0	0	0	0	0	0	0
Remaining Service Life	24	18	18	18	12	4	4	18	12	18	18	12
Community Support	24	12	12	12	17	17	16	13	12	12	16	12
Financing Source	20	4	0	0	0	0	0	0	0	0	0	0
Timing/Linkages	16	0	3	3	0	13	9	0	0	0	0	0
Positive Economic Impact	12	8	0	0	4	0	0	0	8	0	0	1
Cost of Deferral	10	0	2	2	0	1	0	0	0	0	0	0
Efficiencies	8	0	4	4	0	3	3	4	0	0	3	0
Service Improvements	8	7	4	4	4	6	5	4	6	4	3	4
Alignment with City Priorities	6	4	2	2	6	6	6	3	3	0	2	6
Other	4	0	3	3	2	1	2	2	2	2	3	2
Total		77	72	72	63	75	69	62	61	60	57	55
Engineering		\$ 46,889	\$ 369,366	\$ 399,941	\$ 189,087	\$ -	\$ -	\$ 358,715	\$ 87,126	\$ 387,852	\$ 252,320	\$ 152,893
Pavement		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Roadway		\$ 106,901	\$ 1,566,486	\$ 1,727,938	\$ 330,675	\$ -	\$ -	\$ 1,691,747	\$ -	\$ 1,359,630	\$ 1,341,754	\$ -
Waterline		\$ 127,542	\$ 417,120	\$ 424,130	\$ 13,953	\$ -	\$ -	\$ -	\$ 435,631	\$ 439,016	\$ 7,971	\$ 27,818
Sanitary Sewer		\$ -	\$ 15,473	\$ 15,823	\$ -	\$ -	\$ -	\$ 64,115	\$ -	\$ 15,625	\$ 17,157	\$ -
Storm Drainage		\$ -	\$ 39,500	\$ 40,202	\$ 68,443	\$ -	\$ -	\$ 22,248	\$ -	\$ 208,833	\$ 34,898	\$ -
Sidewalk		\$ -	\$ 13,453	\$ 13,804	\$ 637,413	\$ 592,500	\$ 228,000	\$ 214,750	\$ -	\$ 131,628	\$ -	\$ 776,884
Project Total		\$ 281,332	\$ 2,421,398	\$ 2,621,837	\$ 1,239,571	\$ 592,500	\$ 228,000	\$ 2,351,575	\$ 522,757	\$ 2,542,583	\$ 1,654,099	\$ 957,596
Water Fund		\$ 153,051	\$ 492,201	\$ 500,473	\$ 16,464	\$ -	\$ -	\$ -	\$ 522,757	\$ 518,038	\$ 9,405	\$ 33,104
Sanitation Fund		\$ -	\$ 18,258	\$ 18,671	\$ -	\$ -	\$ -	\$ 75,656	\$ -	\$ 18,438	\$ 20,245	\$ -
Stormwater Fund		n/a	n/a	n/a	n/a	n/a	n/a	\$ 26,253	\$ -	\$ 246,422	\$ 41,179	\$ -
LOT Fund												
General Fund		\$ 128,281	\$ 1,910,939	\$ 2,102,693	\$ 1,223,107	\$ 592,500	\$ 228,000	\$ 2,249,666	\$ -	\$ 1,759,685	\$ 1,583,269	\$ 924,492
Priority		1	2	2	3	4	4	5	6	7	8	9
Projected Fiscal Year of Project		FY26	FY26	FY26	FY26	FY27	FY27	FY27&FY28	FY26	FY29	FY31	FY32

6/12/2026 10:14	TT - Pearl Street	BBB - West Street (12/2 minutes for ranking)	T - Old Colchester Road	FFF - West of Pearl Street	VVV - Main Street Indian Brook Bridge Replacement	YYA - Main Street	HH - West Street	UUU - Main Street Pedestrian Bridge and Sidewalk		KK - Main Street	Z - River Street
Rating Criteria	Sidewalk and lighting Wileys Ct to West Street Ext	West St and West St Extension intersection	New sanitary sewer	Multi-use path through ANR from West St to Pearl St	replace existing vehicle and pedestrian bridges with one bridge	New sidewalk and lighting from bridge to crestview on west side	Waterline replacement South Summit to Hayden Dr	Phase I - New pedestrian bridge at Indian Brook, new sidewalk from bridge to Crestview	Phase II - New sidewalk Crestview to top of hill, new curb and sidewalk top of hill to Athens Dr	Drainage, Curb & Sidewalk Pleasant to Bridge, elevate Educational Dr intersection	Section A new curb and sidewalk Park St to Stanton Dr
Safety & Health	18	24	16	19	14	20	22	22	22	18	14
Mandates	0	0	0	0	0	0	0	0	0	0	0
Remaining Service Life	12	12	n/a	n/a	6	0		n/a	n/a	0	n/a
Community Support	14	20	12	17	12	15	12	12	12	12	12
Financing Source	0	0	0	0	1	0	0	0	0	0	0
Timing/Linkages	0	0	0	0	0	0	0	0	0	0	2
Positive Economic Impact	3	0	8	1	0	0	0	0	0	0	2
Cost of Deferral	0	0	0	0	0	0	4	0	0	0	0
Efficiencies	0	0	0	0	0	0	0	0	0	0	0
Service Improvements	4	4	8	3	5	5	6	4	6	5	4
Alignment with City Priorities	3	4	6	6	6	4	0	6	6	3	6
Other	1	2	0	2	2	2	2	1	2	3	0
Total	55	54	50	48	46	46	46	45	48	41	40
Engineering	\$ 329,588	\$ 22,476	\$ 194,145	\$ 141,442	\$ 289,784	\$ 59,910	\$ 216,183	\$ 104,467	\$ 152,088	\$ 136,690	\$ 49,213
Pavement	\$ -	\$ 12,022	\$ -	\$ -	\$ 28,762	\$ -	\$ -	\$ 3,770	\$ 84,694	\$ 72,839	\$ -
Roadway	\$ 258,605	\$ 70,511	\$ 747,027	\$ -	\$ 1,372,490	\$ -	\$ 458,228	\$ 35,890	\$ 309,774	\$ 346,054	\$ 54,490
Waterline	\$ 10,661	\$ -	\$ -	\$ -	\$ 97,703	\$ -	\$ 742,791	\$ -	\$ -	\$ -	\$ -
Sanitary Sewer	\$ -	\$ -	\$ 331,555	\$ -	\$ -	\$ -	\$ -	\$ 5,946	\$ 5,451	\$ 13,808	\$ -
Storm Drainage	\$ 25,804	\$ 23,453	\$ -	\$ -	\$ 71,583	\$ -	\$ -	\$ -	\$ 108,492	\$ 121,815	\$ 41,607
Sidewalk	\$ 1,535,974	\$ 6,394	\$ -	\$ 744,434	\$ 39,375	\$ 299,551	\$ -	\$ 504,220	\$ 292,054	\$ 164,906	\$ 149,969
Project Total	\$ 2,160,631	\$ 134,855	\$ 1,272,728	\$ 885,876	\$ 1,899,697	\$ 359,461	\$ 1,417,202	\$ 654,294	\$ 952,552	\$ 856,112	\$ 295,279
Water Fund	\$ 12,580	\$ -	\$ -	\$ -	\$ 115,290	\$ -	\$ 876,493	\$ -	\$ -	\$ -	\$ -
Sanitation Fund	\$ -	\$ -	\$ 391,235	\$ -	\$ -	\$ -	\$ -	\$ 7,076	\$ 6,487	\$ 16,432	\$ -
Stormwater Fund	\$ 30,449	\$ 28,143	\$ -	\$ -	\$ 84,467	\$ -	\$ -	\$ -	\$ 129,106	\$ 144,960	\$ 49,928
LOT Fund											
General Fund	\$ 2,117,602	\$ 106,712	\$ 881,492	\$ 885,876	\$ 1,699,940	\$ 359,461	\$ 540,709	\$ 647,218	\$ 816,960	\$ 694,721	\$ 245,351
Priority	10	11	12	13	15	16	17	18	18	20	21
Projected Fiscal Year of Project	FY33	FY32	FY34	FY34	FY36	FY37	FY37	FY38	FY39	FY40	FY40

6/12/2026 10:14	AA - River Street	A - Abnaki Avenue	U - Orchard Terrace	CC - South Street	I - Church Street	L - Grant Street	Totals
Rating Criteria	Section B new curb and sidewalk Stanton Dr to Riverside in the Village	Road Reconstruction	Sidewalk long stretch & cul-de-sac	Waterline replacement Park St to Doon Way	Waterline replacement Main St to East St	Waterline replacement Jackson St to Maple St	
Safety & Health	14	12	8	13	14		
Mandates	0	0	0	0	0		
Remaining Service Life	n/a	6	6				
Community Support	12	14	12	12	12		
Financing Source	0	0	0	0	0		
Timing/Linkages	2	0	0	0	0		
Positive Economic Impact	2	0	0	0	0		
Cost of Deferral	0	0	0	0	0		
Efficiencies	0	0	4	0	0		
Service Improvements	4	2	4	6	2		
Alignment with City Priorities	6	2	1	2	0		
Other	0	3	2	0	0		
Total	40	39	37	33	28	0	
Engineering	\$ 71,617	\$ 85,832	\$ 42,779	\$ 199,573	\$ 66,756	\$ 83,361	\$ 4,490,094
Pavement	\$ -	\$ -	\$ -	\$ -	\$ 30,196	\$ 34,092	\$ 266,376
Roadway	\$ 74,047	\$ 429,160	\$ -	\$ 185,421	\$ -	\$ 89,913	\$ 12,556,741
Waterline	\$ -	\$ -	\$ -	\$ 680,809	\$ 303,584	\$ 292,802	\$ 4,021,528
Sanitary Sewer	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 484,953
Storm Drainage	\$ 227,921	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,034,798
Sidewalk	\$ 56,116	\$ -	\$ 213,893	\$ 242,509	\$ -	\$ -	\$ 6,857,826
Project Total	\$ 429,701	\$ 514,992	\$ 256,672	\$ 1,308,312	\$ 400,535	\$ 500,168	\$ 29,712,316
Water Fund	\$ -	\$ -	\$ -	\$ 803,354	\$ 364,300	\$ 351,362	\$ 4,768,873
Sanitation Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 572,497
Stormwater Fund	\$ 273,506	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,054,413
LOT Fund							
General Fund	\$ 156,196	\$ 514,992	\$ 256,672	\$ 504,957	\$ 36,235	\$ 148,806	\$ 23,316,534
Priority	22	23	24	25	26	27	
Projected Fiscal Year of Project	FY40+	FY40+	FY40+	FY40+	FY40+	FY40+	

Rating System for Prioritizing City Capital Project Requests

Rating Criteria	Maximum Points	Rank	Notes	Definition/Explanation
Safety & Health	28			Extent to which project eliminates, prevents, or reduces immediate or future threats to the safety and health of the community.
Mandates	26			Timeline of mandate, funding for mandate, safety risk of non-compliance of mandate, etc. No Mandate = 0; Mandate with several years to comply = 13; Mandate to solve safety risk with full funding = 26.
Remaining Life	24			Assessment of the project's condition based upon input from City staff and consultants. Urgent = 24; 1 - 5 years = 18; 5 - 10 years = 12; 10 - 15 years = 6.
Community Support	24			With the difficulty of knowing what the community support is on every project, a score of 12 will always be entered. This allows the score to be adjusted up or down if the community makes their support known.
Financing Source	20			Extent to which financing is provided by non-general or enterprise funds (or non-Pay-As-You-Go) sources such as by grants, proprietary funds, donations, special revenue funds, joint ventures, development impact fees, general obligation bond financing, or other types of debt (e.g., TIF bonds, low-interest loans, leasing); local matching funds are required; capital funds become available (i.e., timing of the receipt of funds, or the schedule associated with the disbursement of such funds); inter-generational equity is considered relative to the projected life of the asset and funding source.
Timing/Linkages	16			Timing and linkages refers to how the proposed project fits with other projects that are also being proposed or are on the capital plan horizon. A recent example of this was the reduction in lanes on Pearl Street along with the creation of bicycle lanes. The roadway was scheduled to be ground and repaved so the striping project was able to be done on new pavement, instead of having to grind the old stripes and repaint them. The striping project was moved ahead because of the paving opportunity. Time and linkages also occur when subsurface utilities are repaired or replaced. This work disturbs pavement and often curb and sidewalk. If Waterline is to be replaced for example due to health issues, the surface work related to the replacement may be considered for timing points.
Positive Economic Impact	12			Any project that will have a good or positive impact on the City and/or surrounding areas/towns in terms of job growth, economic growth, financial benefit of residents. A project that directly or indirectly increases the tax base.
Cost of Deferral	10			Refers to the break point between doing repair work instead of replacement work. Maximum points are gained by projects that cost the least to repair as compared to replacement costs, which usually occurs early in the item's life cycle. As repair costs approach replacement costs, the point value would be less. An example of this would be roadway paving. Overlay work may involve a thin layer of pavement over old pavement that still has a suitable crown. If now repaved early enough, potholes may form and the road crown may become deformed. At this point stripping the pavement and rebuilding the road may be required. 10 Points might be earned for the early overlay work, no points earned for the overlay just before the road needs reconstruction.
Efficiencies	8			Extent to which project provides savings to the capital budget or general funds; or increases organizational output eliminating waste or duplication of services.
Service Improvements	8			Extent to which project improves the quality of current services experience by City residents.
Alignment with City Priorities	6			Any project that follows the goals of the City Residents in terms not limited to but outlined in the "Essex Junction Comprehensive Plan" chapter III, "Community Vision and Strategies for Essex Junction". Some of these priorities include: Regional Community, and/or Neighborhood Objectives; Land Use; Downtown; City Identity; Economy; Growth
Other	4			The extent to which other considerations not otherwise captured by existing rubric criteria should be considered. Such considerations, on a project by project basis should be noted and recorded as part of the CIP evaluation process. The number of residents serviced and number of years the project has been considered a priority will be two of the criteria often considered.

**City of Essex Junction
Capital Projects
Construction Cost Estimate**

**Old Colchester Road
New Sanitary Sewer**

Cost Reference Date: 8/26/2025
Estimate Preparation Date: 8/26/2025
Original Capital Plan Date: 12/16/2008

Primary Project Reason:

Install New Municipal Sanitary Sewer.

Secondary Project Reason:

Roadway Reconstruction due to depth of sewer installation.

Assumptions:

New roadway will have a pavement width of 24' with 1' gravel shoulder.

New 8" SDR PVC Sewer Pipe.

8' to 12' Deep Structures.

A portion of each residential driveway will be rebuilt to match new roadway.

O	Pavement Overlay	\$	-
R	Roadway Reconstruction	\$	747,027.48
W	Waterline Improvements	\$	-
S	Sanitary Sewer Improvements	\$	331,555.30
D	Storm Drainage Improvements	\$	-
P	Sidewalk Improvements	\$	-
Combined Account Costs		\$	1,078,582.78
Project Management, Design and Resident Engineering		\$	194,144.90
Total Project Cost		\$	1,272,727.68

**City of Essex Junction
Capital Projects
Construction Cost Estimate**

Old Colchester Road

Cost Reference Date: 8/26/2025

New Sanitary Sewer

Estimate Preparation Date: 8/26/2025

ITEM	QUANTITY	UNIT	PRICE	TOTAL
1) Saw Cut Existing Pavement 4" Thick	80	lf	\$ 4.31	\$ 344.80
2) Excavation of Pavement 4" to 6" Thick	4,535	sy	\$ 13.10	\$ 59,408.50
3) Excavation for New Roadway Subbase	4,100	cy	\$ 27.02	\$ 110,782.00
4) 24" Dense Graded Crushed Stone	3,275	cy	\$ 57.83	\$ 189,393.25
5) 6" Plant Mixed Gravel	825	cy	\$ 56.90	\$ 46,942.50
6) Bituminous Concrete Pavement - 1-3/4", Type II	4,550	sy	\$ 16.17	\$ 73,573.50
7) Bituminous Concrete Pavement - 1-1/4", Type III	4,550	sy	\$ 11.92	\$ 54,236.00
8) Sanitary Sewer Manhole - 4' Dia., 8' to 12' Deep	7	each	\$ 8,240.77	\$ 57,685.39
9) 8" SDR 35 PVC Sewer Pipe - 8' to 12' Deep	1,655	lf	\$ 97.71	\$ 161,710.05
10) 6" SDR 35 PVC Sewer Pipe - 8' to 12' Deep	360	lf	\$ 97.71	\$ 35,175.60
11) Supply & Spread Topsoil	200	cy	\$ 76.97	\$ 15,394.00
12) Seed, Fertilize and Matting	1,900	sy	\$ 4.63	\$ 8,797.00
13) New Bituminous Concrete Driveway and Apron	100	sy	\$ 62.18	\$ 6,218.00
14) New Gravel Driveway Repair	50	sy	\$ 46.16	\$ 2,308.00
15) Traffic Control - Type III	25	day	\$ 1,184.33	\$ 29,608.25
16) Dust Control - Type II	1	ls	\$ 4,441.24	\$ 4,441.24
17) Mobilization	---	---	5%	\$ 42,800.90
Contingency	---	---	20%	\$ 179,763.80

Subtotal \$ 1,078,582.78

Design Engineering Services \$ 86,286.62

Bidding and Construction Services \$ 107,858.28

Grand Total \$ 1,272,727.68

**City of Essex Junction
Capital Projects
Construction Cost Estimate**

West Street

Sidewalk Improvements from South Street to Clems Drive

Cost Reference Date: 8/26/2025

Estimate Preparation Date: 8/26/2025

Original Capital Plan Date: 2/18/2009

Primary Project Reason:

Replace narrow and decaying sidewalk

Secondary Project Reason:

Assumptions:

New sidewalk will be 5' wide.

5' wide green belt.

A portion of each residential driveway will be rebuilt to match new sidewalk.

O	Pavement Overlay		
R	Roadway Reconstruction		
W	Waterline Improvements	\$	27,818.16
S	Sanitary Sewer Improvements		
D	Storm Drainage Improvements		
P	Sidewalk Improvements	\$	776,884.42
Combined Account Costs		\$	804,702.58
Project Management, Design and Resident Engineering		\$	152,893.49
Total Project Cost		\$	957,596.07

[illegible]

**City of Essex Junction
Capital Projects
Construction Cost Estimate**

West Street

Cost Reference Date: 8/26/2025

Sidewalk Improvements from South Street to Clems Drive

Estimate Preparation Date: 8/26/2025

ITEM	QUANTITY	UNIT	PRICE	TOTAL
1) Saw Cut Existing Pavement 3" Thick	1,000	lf	\$ 2.96	\$ 2,960.00
2) Excavation of Pavement to 3" Thick	2,250	sy	\$ 7.99	\$ 17,977.50
3) Remove Existing Concrete Sidewalk	1,100	sy	\$ 34.05	\$ 37,455.00
4) Remove and Reset Existing Granite Curb	40	lf	\$ 37.53	\$ 1,501.20
5) New Cement Concrete Sidewalk - 4" Thick	2,160	sy	\$ 96.08	\$ 207,532.80
6) New Cement Concrete Sidewalk - 6" Thick	790	sy	\$ 137.51	\$ 108,632.90
7) Detectable Warning Surface	25	sy	\$ 499.64	\$ 12,491.00
8) New Bituminous Concrete Driveway and Apron	1,100	sy	\$ 62.18	\$ 68,398.00
9) Supply and Spread Topsoil	525	cy	\$ 76.97	\$ 40,409.25
10) Seed, Fertilize, Lime and Matting	4,800	sy	\$ 4.63	\$ 22,224.00
11) Changeable Message Boards	125	day	\$ 73.28	\$ 9,160.00
12) Raise Existing Hydrant	6	each	\$ 1,214.42	\$ 7,286.52
13) Adjust Existing Curb Stop Box to New Finish Grade	43	each	\$ 264.12	\$ 11,357.16
14) Adjust Existing Gate Valve Box to New Finish Grade	10	each	\$ 392.34	\$ 3,923.40
15) Traffic Control - Type IV	45	day	\$ 1,776.49	\$ 79,942.05
16) Dust Control - Type III	1	ls	\$ 7,402.06	\$ 7,402.06
17) Mobilization	---	---	5%	\$ 31,932.64
18) Contingency	---	---	20%	\$ 134,117.10

Subtotal \$ 804,702.58

Design Engineering Services \$ 72,423.23

Bidding and Construction Services \$ 80,470.26

Grand Total \$ 957,596.07

**City of Essex Junction
Capital Projects
Construction Cost Estimate**

Pleasant Street

Cost Reference Date: 8/26/2025

Estimate Preparation Date: 8/26/2025

Road Reconstruction, Main Street to Mansfield Avenue, Innovative Construction

Original Capital Plan Date: 8/6/2018

Primary Project Reason:

Reconstruct the existing 24' wide roadway

Secondary Project Reason:

Assumptions:

New roadway will have a pavement width of 24'

Existing drainage structures will set to new finish grade.

A portion of each residential driveway will be rebuilt to match new roadway.

Speed tables will be re-installed'

O	Pavement Overlay	\$	-
R	Roadway Reconstruction	\$	1,341,753.73
W	Waterline Improvements	\$	7,970.74
S	Sanitary Sewer Improvements	\$	17,156.52
D	Storm Drainage Improvements	\$	34,897.74
P	Sidewalk Improvements	\$	-
Combined Account Costs		\$	1,401,778.73
Project Management, Design and Resident Engineering		\$	252,320.17
Total Project Cost		\$	1,654,098.90

[illegible]

City of Essex Junction
Capital Projects
Construction Cost Estimate

Pleasant Street

Cost Reference Date: 8/26/2025

Estimate Preparation Date: 8/26/2025

Road Reconstruction, Main Street to Mansfield Avenue, Innovative Construction

ITEM	QUANTITY	UNIT	PRICE	TOTAL
1) Saw Cut Existing Pavement 4" Thick	650	lf	\$ 4.31	\$ 2,801.50
2) Excavation of Pavement 4" to 6" Thick	5,150	sy	\$ 13.10	\$ 67,465.00
3) Excavation for New Roadway Subbase	4,800	cy	\$ 27.02	\$ 129,696.00
4) Sand Borrow - 3"	475	cy	\$ 42.56	\$ 20,216.00
5) New 2" Thick Extruded Polystyrene Insulation	100,500	sf	\$ 4.00	\$ 402,000.00
6) Dense Graded Crushed Stone - 18"	2,800	cy	\$ 57.83	\$ 161,924.00
7) Plant Mixed Gravel - 6"	950	cy	\$ 56.90	\$ 54,055.00
8) New Bituminous Concrete Pavement - 1-3/4", Type II	5,150	sy	\$ 16.17	\$ 83,275.50
9) New Bituminous Concrete Pavement - 1-1/4", Type III	5,150	sy	\$ 11.92	\$ 61,388.00
10) New Bituminous Concrete Driveway and Apron	375	sy	\$ 62.18	\$ 23,317.50
11) Remove and Reset Existing Catch Basin Frame and Grate	16	each	\$ 1,569.36	\$ 25,109.76
12) Adjust Existing Gate Valve Box to New Finish Grade	12	each	\$ 392.34	\$ 4,708.08
13) Remove Existing Manhole Frame and Cover, Replace with New	5	each	\$ 2,126.24	\$ 10,631.20
14) Remove and Reset Existing Sign	15	each	\$ 194.30	\$ 2,914.50
15) Supply and Spread Topsoil	200	cy	\$ 76.97	\$ 15,394.00
16) Seed, Fertilize, Lime and Matting	1,750	sy	\$ 4.63	\$ 8,102.50
17) 24" Wide Stop Bar - Chlorinated Painted	60	lf	\$ 10.04	\$ 602.40
18) 12" Wide Crosswalk Bar - Chlorinated Rubber Painted	70	lf	\$ 10.10	\$ 707.00
19) Speed Table Approach Striping - Chlorinated Rubber Painted	4	each	\$ 301.20	\$ 1,204.80
20) Traffic Control - Type I	50	day	\$ 592.16	\$ 29,608.00
21) Dust Control - Type III	1	ls	\$ 7,402.06	\$ 7,402.06
22) Mobilization	---	---	5%	\$ 55,626.14
Contingency	---	---	20%	\$ 233,629.79

Subtotal \$ 1,401,778.73
Design Engineering Services \$ 112,142.30
Bidding and Construction Services \$ 140,177.87
Grand Total \$ 1,654,098.90

**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

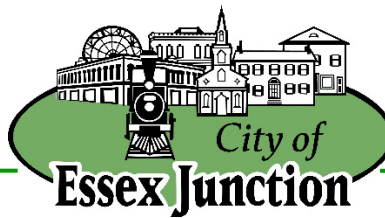
a. FY27 Capital Plan as approved by Council

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



MEMORANDUM

To: City Council

From: Christopher Yuen, Community Development Director

Meeting Date: June 10, 2026

Subject: VT Route 15 (Main Street) Shared Use Path, Phase 2 – Approval of VTrans Bicycle and Pedestrian Program Grant Application

Issue: Whether to authorize submittal of a joint application to the FY2026 VTrans Bicycle and Pedestrian Program for Phase 2 of the Main Street Shared Use Path, with the City as lead applicant and committing the required local match.

Discussion:

Background

The Town of Essex holds a VTrans Bicycle and Pedestrian Program grant for Phase 1 of the Main Street Shared Use Path, an 8-foot multi-use path based on the 2018 VT Route 15 scoping study. This application is for Phase 2, the roughly 1,530-foot segment from Fairview Drive to Orleans Road, immediately west of Phase 1. Because Phase 2 lies partially in the City and partially in the Town, a joint application is required. The City would serve as lead applicant; both municipalities would co-lead design and project management under an inter-municipal agreement.

Applications for the FY2026 program are due June 12, 2026. Phase 2 is in the City's capital plan, with sufficient City funds available beginning in FY27. The Town of Essex Selectboard discussed and approved the Town's participation in the joint application, and its share of the local match, on June 1, 2026. The Town's letter of support is attached.

Details of scope, schedule, and cost methodology are set out in the draft application attached.

Cost and Match

Costs are shared between the municipalities based on linear footage of path in each jurisdiction (about 56% City, 44% Town). The City's estimated share and required match are:

	City	Town	Combined
Total Project Cost	\$616,200	\$486,200	\$1,102,400
VTrans Grant (80%)	\$492,960	\$388,960	\$881,920
Local Match (20%)	\$123,240	\$97,240	\$220,480

The City's local match is \$123,240. As lead applicant, the City would front costs and seek reimbursement from VTrans; cost-sharing with the Town will be governed by the inter-municipal agreement. The match is

spread across design and construction, with the majority needed in 2029.

Cost:

\$123,240 local match, available within the capital plan beginning in FY27. No additional appropriation is requested.

Recommendation:

The City's purchasing policy requires Council approval before submitting any grant application that financially binds the municipality. Staff recommends that the Council authorize submittal of the joint Phase 2 application, with the City as lead applicant committing the local match, acceptance of the grant if awarded, and authorize execution of an inter-municipal agreement with the Town of Essex if the grant is awarded.

Recommended Motion:

"I move that the City Council authorize submittal of the joint VTrans Bicycle and Pedestrian Program grant application for Phase 2 of the Main Street Shared Use Path, committing the required local match, authorize acceptance of the grant if awarded, and authorize staff to negotiate and execute an inter-municipal agreement with the Town of Essex governing cost-sharing and project administration if the grant is awarded."

Attachments:

1. Draft VTrans Bicycle and Pedestrian Program Application – Phase 2
2. Letter of Support – Town of Essex

DRAFT***2026 VTrans Large-scale Bicycle and Pedestrian Grant Application

1. Project Title:
2. Applicant Name(s):
 - a. Project Contact Info:
 - b. Name:
 - c. Mailing Address:
 - d. Town: Zip Code:
 - e. Email Address:
 - f. Phone Number:
3. Fiscal Information:
 - a. Accounting System ☒ Automated ☐ Manual ☐ Combination
 - b. Unique Entity Identifier #
 - c. Fiscal Year End Month
4. RPC:
5. Primary Facility Type: ☐ Sidewalk ☐ Bike lane ☒ (X) Shared-use Path
☐ Shoulder
☐ Other (Please describe)
6. Approximate project length in feet :
7. Estimated Usage (average number of daily users):

2026 VTrans Large-scale Bicycle and Pedestrian Grant Application

8. Project Description: Please give a brief description of the project (100 words or less.) Detailed information should be submitted as part of addressing the selection criteria. Be sure to include identifying streets or landmarks that the proposed project links at either end (e.g. New concrete sidewalk with granite curbing on Main St. from Elm St. to Maple St.).

Design and construct approximately 1,530 linear feet of new 8-foot-wide asphalt shared use path along the south side of VT Route 15 (Main Street/Upper Main Street) between Fairview Drive and Orleans Road, in the City of Essex Junction (856 LF) and Town of Essex (674 LF). This is a segment of the preferred alternative as identified in the approved 2018 VT Route 15 Sidewalk / Path Study, Athens to VT Route 289.

2026VTrans Large-scale Bicycle and Pedestrian Grant Application

9. Estimated Project Costs:

Engineering/Administration/Project Manager: Costs associated with survey, design, plans development, permitting, development of bid documents, bid analysis and Municipal Project Manager - typically around 25% of construction.

Engineering/
Admin/MPM Cost

\$89,992

Right of Way: Cost of appraisals, property owner compensation and associated legal fees (Minimum of \$5000 recommended).

ROW Cost

\$67,484

Construction: Cost of paying contractors to build projects, including a reasonable contingency. Please attach as much detail/ backup information as available to support the construction estimate.

Construction Cost

\$89,9918

Construction Inspection : Cost to provide oversight of contractor during construction - typically around 15% of construction.

Const. Insp. Cost

\$44,996

**TOTAL DESIGN/CONSTRUCTION AMOUNT APPLIED
FOR : (including 20% local share)**

\$1,102,400

10. Have you received any other grant funding for this project? Please describe and include the source of funding:

No. Phase 1 of this corridor (Orleans Road to the existing path near McDonald's) received a separate VTrans Bike/Ped grant award in 2025 and is a distinct project. This application is for Phase 2 only, which has received no prior grant funding

11. Will you accept an award less than you applied for? ☐ (X) YES ☐ NO

IF YES, please indicate below whether local funds will be used to make up the shortfall or if the project scope will be reduced:

☒ Keep Scope of project the same and make up shortfall with other funds

☒ Reduce project scope – Describe and provide cost breakdown (attach backup with supporting materials, if necessary)

Note: If the project scope is to be reduced, document what part of the project you would accept partial funding for and break out the costs associated with that part or segment. Attach additional pages if necessary. **If adequate information is not provided, partial funding will not be considered. Use Partial Funding Template provided by VTrans.**

A partial award could be considered. Depending on the extent of the shortfall, local funds could potentially make up the difference. A reduction in scope could be considered as well; this would likely lead to a segmentation of the project into additional phases (rather than actually eliminating any work items). The project design as submitted in this application has already segmented the originally scoped project into two projects in efforts to keep the funding request feasible. This segmentation, and possible additional segmentations, are expected to increase overall project costs due to losses of economy of scale - so the City and the Town would prefer to avoid that.

2026 VTrans Bicycle/Pedestrian Program - Design/Construction Criteria

Applicant Name: City of Essex Junction (lead), in partnership with the Town of Essex

Project Title--Design/Construction: Route 15/Main Street Shared Use Path – Phase 2
(Fairview Drive to Orleans Road)

Application Checklist – If any elements are missing, application may not be considered.

Make sure everything is included and pages numbered.

- ☐ (1) Project Application Form (separate fillable Word file)

All other materials noted below to be provided in the same order as below.

- ☐ (2) Project Evaluation Criteria Documentation for the project (**this form**)
- ☐ (3) Project Map(s)
- ☐ (4) Budget support information (e.g. detailed cost estimate)
- ☐ (5) RPC review confirmation letter
- ☐ (6) Current letter of support from the municipal governing body acknowledging their willingness to provide the local match and future maintenance responsibility
- ☐ (7) Documentation of contact with VTrans District office if project is on the state system
- ☐ (8) Supporting Documentation (scoping study or equivalent report, maps, and drawings) Note: If the scoping study is in a publicly accessible location online, applicants may provide a link with reference to relevant pages as appropriate.

DESIGN/CONSTRUCTION PROJECTS

- 1. Community Need—25 Points:** How does the proposed project contribute to an existing or planned bicycle and/or pedestrian network? If the proposed project is a sidewalk along a street that already has a sidewalk, explain why the redundant facility is needed. What destinations or populations are served? What walking and/or bicycling access or safety problem are you trying to solve? **Include details of how you estimated the peak daily usage number supplied on the application form.**

Network Context and Gap Closure

Phase 2 of the Route 15/Main Street Shared Use Path would construct approximately 1,530 linear feet of new 8-foot asphalt shared use path along the south (east) side of VT Route 15, from Fairview Drive (the western terminus of the existing City shared use path) to Orleans Road. Combined with Phase 1, which was awarded a VTrans Bike/Ped grant in 2025 and covers Orleans Road east to the existing path near McDonald's, these two phases will complete the full missing segment of separated active transportation facility along the Route 15 corridor – connecting to the existing City path network at Fairview Drive in the west and to the existing path and sidewalk network east of VT 289 in the east. The existing City path at Fairview Drive connects via a low-traffic street grid to the Five Corners downtown district, Essex High School, and the broader City network.

This corridor has been identified as a critical missing link in local and regional active transportation plans for nearly two decades. The 2015 Town of Essex/Village of Essex Junction Bicycle and Pedestrian Plan identifies Route 15/Main Street as a high-priority project ([Table 3 and Map D, Projects 2 and 36](#)). It is designated a “First Priority” connector in the Essex 2024 Town Plan ([Map 4: Existing and Proposed Bicycle Network](#)) and is included in the CCRPC Regional Active Transportation Plan ([Figure 4 and Appendix A, row 22 of the Bicycle Network Recommendations Memorandum](#)). It is also rated High Use/Priority in the VTrans On-Road Bicycle Plan (see the [Bicycle Corridor Priority Map](#)).

Existing Conditions – Why This Segment Is Needed Now

The Phase 2 corridor between Fairview Drive and Orleans Road presents the most acute pedestrian and bicycle safety challenge in the entire Route 15 study area. There is currently no sidewalk or shared use path north of Athens Drive toward Orleans Road. Portions of the roadway shoulder in this segment remain narrow – typically 2 feet wide – forcing pedestrians and cyclists into close proximity with vehicles traveling at posted speeds of 30–40 mph. A well-worn dirt path alongside the pavement, visible in photographs from the [2018 Stantec scoping study](#), confirms that residents continue to make these trips despite the hazards. The VTrans High Crash Report (2012–2016) identifies a roadway section near the VT 289 interchange, partially within the Phase 2 study area, as a High Crash Location (HCL No. 606, milepost 3.682–3.982), with an actual/critical crash ratio of 1.146 and 57 reported crashes over the study period.

Destinations and Populations Served

Phase 2 directly serves a mixed residential area including the Turnberry Ridge and Orleans Road neighborhoods. With Phase 1 already funded, completion of Phase 2 creates the critical east-west connection enabling residents to reach, without a motor vehicle, the full range of services along the corridor – in both directions:

- West (City of Essex Junction): The existing shared use path at Fairview Drive connects via low-traffic parallel streets to the Five Corners downtown district, Brownell Library, and various commercial services and employers. It also provides a direct connection to Essex High School and to the Essex Junction Amtrak station – the terminus for GMT Route 2 with service every 20 minutes to Burlington.
- East (Essex Town Center): The Essex Experience complex – including full-service grocery stores (among the closest to many City and Town neighborhoods), pharmacy, cinema, and restaurants – as well as Essex Center (a state-designated center) and the extensive shared use path and sidewalk network east of VT 289. Planned development includes the Town of Essex's future municipal complex at 80–90 Upper Main Street (purchased 2023; Selectboard-approved master plan, March 2025), which will house new Town offices, a fire station, library, senior center, and community space – a significant civic destination that will be directly served by this path.

The Essex Town Center Plan envisions significant growth in the eastern portion of the project corridor including mixed-use development and transit-oriented land use along Route 15. Active transportation access to and through this area – the eastern terminus of this project – will become increasingly important as development materializes.

Transit Oriented Development Plan

The City of Essex Junction's *Connect the Junction* Transit-Oriented Development plan, adopted by Council in 2025, calls for significant residential densification and pedestrian/bicycle improvements in the city center and along Pearl Street, anchored by frequent transit service. While the proposed path lies outside the TOD area, it directly advances the plan's central objective of expanding transit access: the path links additional neighborhoods to the Amtrak station - the terminus of Green Mountain Transit's Route 2, which runs every 20 minutes to downtown Burlington and is central to the TOD plan. By providing a safe, separated walk/bike connection to this transit hub, the project extends the reach of the TOD's transit investments to a broader population.

Cross-Municipal and Regional Significance

Route 15 is the principal arterial connecting two adjacent municipalities that separated as independent governments in 2022. As a result, the gap in the bike/ped network falls across a municipal boundary. The City of Essex Junction and Town of Essex have proactively coordinated to address this, with the Town completing Phase 1 through the 2025 grant round and the City now leading Phase 2 in partnership with the Town. This joint application reflects an inter-municipal commitment to completing a regional connection that neither municipality could easily accomplish alone, and that will benefit residents of both communities.

Peak Daily Usage Estimate

The proposed path serves approximately 30 to 50 dwelling units directly abutting Phase 2, with connections to additional nearby neighborhoods including Turnberry Ridge and Orleans Road. Based on comparable shared use path usage data for similar suburban corridors in the CCRPC region, and accounting for the path's function as both a transportation and recreational facility connecting two major activity centers, we estimate **approximately 100–150 users per day** at the outset, growing as land use along the corridor develops. When the full corridor is open, connections to the City's Amtrak station, downtown Essex Junction, and the Essex Experience make daily commute and errand trips viable for a much broader population.

16-25 Points – Project is an important part of a pedestrian or bicycling network and serves obvious bike/ped generators and/or the project includes measures identified in the [FHWA STEP](#) initiative. Included clear explanation of peak usage estimate.

6-15 Points – Project is in an area of low land use density or not clearly contributing to a local network.

0-5 Points – Unclear how proposed facility contributes to a network or solves a safety problem Lack of usage validation.

2. **Economic Development—10 Points:** How does the project contribute to broad local community and economic development goals? How does the project contribute to ongoing local placemaking or economic development initiatives?

City of Essex Junction – Community Vision and Strategic Action Plan (July 2024)

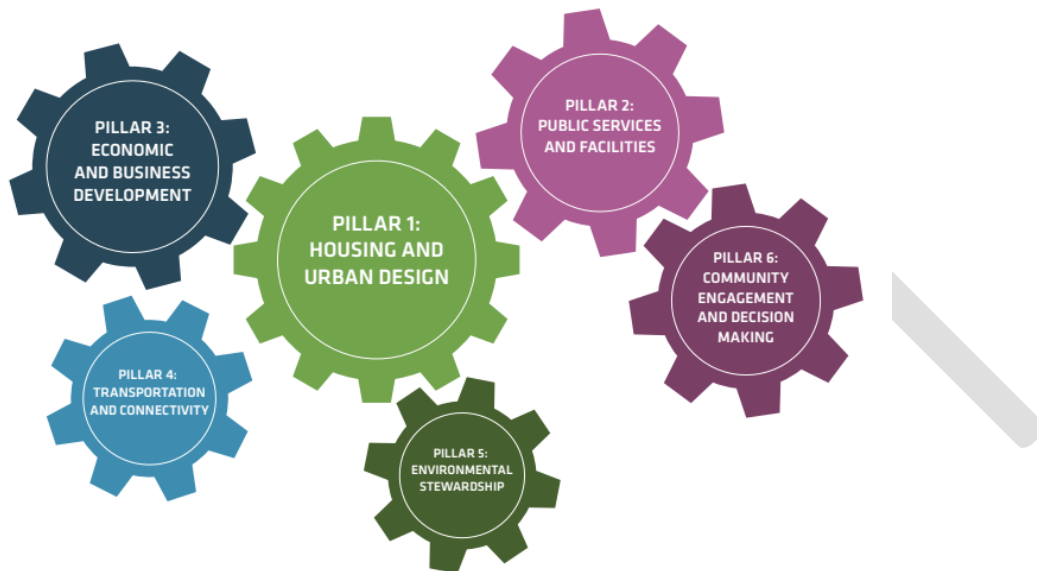
The City of Essex Junction completed a comprehensive, community-driven visioning and strategic action planning process in 2024, engaging over 800 residents across surveys, focus groups, and a think-tank workshop. The resulting [City of Essex Junction Community Vision & Strategic Action Plan \(July 2024\)](#) establishes Transportation and Connectivity as one of six strategic pillars. The community's preferred future – the “Community Representation Model” – explicitly envisions a city where community connectivity is significant in relation to amenities, activities, and engagement as well as practically via cycle lanes, trails, and public transportation, and where walkability and cycling are encouraged. (Community Vision & Strategic Action Plan, Section 3.0, p. 8)

The plan's Pillar 4: Transportation and Connectivity identifies two key action areas directly relevant to this project:

- Action 10: Improve Community Education – promote existing and new walk/bike options
- Action 11: Enhance Transportation Safety – physical separation of bike and walking lanes from the road system

A majority of survey respondents said the City should “aggressively pursue ways to fund and implement safe routes on and off road” (weighted average: 6.93 out of 10).

[Placeholder: insert screenshot of Community Vision & Strategic Action Plan word cloud / transportation graphic here, if desired.]



Above: 6 Pillars of the City’s 2024 *Community Vision & Strategic Action Plan*

City Vision – Economic and Business Development

The City's community vision links active transportation investment directly to economic vitality. The plan's Pillar 3: Economic and Business Development calls for enhancing downtown corridors and creating walkable, vibrant nodes in the Five Corners area. A continuous Route 15 path connecting downtown Essex Junction to Essex Town Center and the Essex Experience retail complex makes both destinations more accessible by foot and bicycle, supporting local businesses, attracting visitors, and reinforcing Five Corners as a walkable activity center.

Town of Essex – Adopted Plans

The Town of Essex's adopted plans similarly ground this project in economic and community development policy:

- The 2024 Essex Town Plan General Transportation Policy ([p. 12](#)) states the Town "strives to provide a safe, convenient, and well-maintained transportation system that equitably serves the mobility needs of all user groups, while also protecting the environment, supporting the economy, and engaging the community."
- Transportation Policy 3(S).1 calls for "[m]ultiple modes of transportation that connect residents to schools, workplaces, shopping centers and recreational areas."
- Goal 4b ([p. 14](#)) describes housing that is accessible by walking, biking, or public transportation.

- Strategy 4.5 of the Town's [Economic Development Vision and Plan](#) (p. 71) calls to "develop a comprehensive biking and walking trail system that supports building Essex's image as a haven for wellness and healthy living."
- Objective 5 and Strategy 5.2 (pp. 72–73) direct the Town to "build upon Essex's position as a multi-modal transportation center" and to "continue to develop transportation paths, including biking and walking trails."

Regional and Cross-Border Economic Benefits

The Route 15 corridor is a primary commercial artery shared between two municipalities. A continuous, separated path connecting downtown Essex Junction to the Essex Town Center creates a regional active transportation spine that serves the economic interests of both communities. Employees at businesses along Route 15 and at major employers near the Essex Experience or Five Corners can commute by bicycle; shoppers can access both commercial districts on foot; and new mixed-use development anticipated under the Essex Town Center Plan will generate active transportation demand that the path will serve. This cross-jurisdictional project is precisely the type of collaboration that produces regional economic benefit exceeding what either municipality could achieve alone.

6-10 Points – Specific references to community planning or economic development documents that support the project.

0-5 Points – Vague or non-existent references to community planning or economic development documents that support the project

3. **Well-supported budget —20 points:** How were the project costs developed? Are all required project elements (admin, engineering, construction, inspection) adequately budgeted for? Be sure to include backup documentation for project costs. Include reasonable contingency for inflation over the life of the project. Explain your current and planned budget for ongoing maintenance of bike/ped facilities.

Cost Estimate Methodology and Source

Project costs are derived from the June 11, 2025 cost estimate memorandum prepared by Stantec Consulting Services Inc. – the same consultant who prepared the original 2018 scoping study. Stantec updated unit prices by reviewing current data from the VTrans iPD web construction cost database and recent bid histories for projects of similar scale and type. The full Stantec memorandum is included as Attachment 4 (Budget Support Documentation).

For this 2026 application, the June 2025 Stantec estimates have been escalated by **4%** to reflect one year of construction cost inflation between the June 2025 estimate and the anticipated 2026 grant award. This escalation factor is consistent with recent Vermont construction cost trends.

Phase 2 Segment Costs (8-Foot Shared Use Path Alternative)

Segment	Length	2025 Base Estimate (Stantec)	2026 Adjusted (+4%)	Jurisdiction
Fairview Dr – Athens Dr	305 ft	\$210,000	\$218,400	100% City
Athens Dr – Orleans Rd	1,225 ft	\$850,000	\$884,000	45% City / 55% Town
Phase 2 Total	1,530 ft	\$1,060,000	\$1,102,400	56% City / 44% Town

Cost Element Breakdown (2026 Adjusted, Phase 2 Total)

Cost Element	City Share	Town Share	Combined Phase 2
Construction	\$503,020	\$396,898	\$899,918
Right-of-Way	\$37,727	\$29,767	\$67,494
Design Engineering	\$50,302	\$39,690	\$89,992
Construction Engineering	\$25,151	\$19,845	\$44,996
Total Project Cost	\$616,200	\$486,200	\$1,102,400
VTrans Grant Request (80%)	\$492,960	\$388,960	\$881,920

Local Match (20%)	\$123,240	\$97,240	\$220,480
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Cost Reasonableness and Comparison to Phase 1

The Phase 2 cost estimates are derived from the scoping study and from Stantec's updated estimates used in the Phase 1 application. The 2025 Phase 1 award was based on \$1,810,000 for 2,620 feet (\$690/LF all-in), consistent with the Stantec-estimated Phase 2 rate of approximately \$689–720/LF. The 15% standalone premium applied by Stantec to Phase 2 costs reflects the loss of economies of scale; if both phases can ultimately be constructed together, this premium may be eliminated. The budget conservatively retains this premium, as it is not year clear whether the two phases can be designed and constructed without negatively impacting overall project schedule. The City and Town will coordinate if there are opportunities to align construction of the two phases

Local Match Availability

The City of Essex Junction has included this project in its FY2027 Capital Plan with an amount sufficient to cover the City's 20% local match of approximately \$123,240. The Town of Essex will provide its share of the 20% local match (approximately \$97,240) through its Capital Fund, reflected in future fiscal year plans as it currently is for Phase 1. As documented in the attached letter of support, the Town of Essex Selectboard approved this application at its June 1, 2026 meeting and committed to providing the local match and accepting future maintenance responsibility within its jurisdiction.

Maintenance Plan

The City of Essex Junction maintains the existing shared use path west of Fairview Drive and the extensive sidewalk and path network throughout the City, including facilities on Route 15 within the City's jurisdiction. The City's Department of Public Works provides year-round maintenance including snow removal, resurfacing, and sweeping. The City's maintenance budget for pedestrian and bicycle facilities has grown alongside the City's expanding active transportation network.

The Town of Essex similarly maintains shared use paths and sidewalks in the Route 15 corridor, including the path east of VT 289. Maintenance responsibility for each segment of Phase 2 will follow municipal jurisdictional boundaries, formalized in an inter-municipal agreement between the City and Town. Both municipalities intend to continue their established maintenance practices for the new facility.

11-20 Points – Cost is well documented/detailed and consistent with bid history on similar projects. Comprehensive maintenance plan for existing and planned facilities provided.

0-10 Points – Cost is significantly less than similar projects, no detail provided or missing costs. Current and ongoing maintenance plans are not well defined.

- 4. Complexity—10 points:** What complexities does your proposed project have and how do you plan to address them? Response must address need for right of way, anticipated permitting, natural resource constraints or identified cultural resource (historic or archaeologic) impacts anticipated for the project. If a scoping or planning report is attached, please highlight or reference the applicable sections.

Phase 2 lies on a state-maintained road (VT Route 15) and will require an S1111 encroachment permit from VTrans. The 2018 Stantec scoping study ([Section 3.7 and Appendix D](#)) assessed natural resource, cultural resource, ROW, and permitting conditions for the full corridor. Key findings include:

- **Right-of-Way:** While the proposed 8 feet is the minimum width and not the standard/preferred width of a shared use path, this width was recommended and approved by the Town to reduce resource and property impacts (approximately 12,000 sq ft of permanent property acquisition as compared to 20,000 sq ft) and to make design/construction more affordable. ROW acquisition will follow VTrans procedures with CCRPC support.
- **Wetlands:** A Class II wetland exists along Indian Brook with a 50-foot regulated buffer. An ANR Wetland Permit is anticipated (~800 SF impact). Indian Brook is stormwater-impaired; BMPs in the existing Flow Restoration Plan will be coordinated with path design.
- **Cultural Resources:** Two areas of archaeological sensitivity were identified. Phase IB testing is recommended for one area within the construction zone and will be incorporated into design. No fatal constraints are anticipated.
- **Other:** NRCS Form AD-1006 (Farmland Conversion) may be required. No rare species, hazardous sites, or public lands were identified. Path design should be coordinated with VTrans regarding the planned Indian Brook culvert replacement.

None of the identified conditions pose significant obstacles to the project. All can be addressed through standard permitting and design processes.

6-10 Points – Fewer complexities, or thorough identification of multiple complexities and specific efforts taken to address them.

0-5 Points – Complexities include ROW acquisition, significant permitting challenges, design constraints, significant structural components such as bridges or retaining walls, etc.

- 5. Project coordination – 5 points:** To your knowledge, are there other state or local projects in the same area that might impact the project timeline and schedule for completion? Is the project on a state-maintained route? Is the funding being used for elements of a larger project funded through other sources?

The project is located on VT Route 15, a state-maintained highway. No significant conflicts with other planned projects are known at this time. Phase 2 is the second phase of a two-phase corridor project: Phase 1 (Orleans Road to the existing path near McDonald's) was awarded a VTrans Bike/Ped grant in 2025 and is now in design. Phase 2 is independent of Phase 1's construction timeline and maintains independent utility.

Staff will continue to coordinate with the VTrans District 5 office and with the CCRPC regarding any upcoming state highway maintenance or infrastructure projects on Route 15 that could affect scheduling.

3-5 Points – No conflicting projects.

0-2 Points – Several conflicts or coordination needs.

6. **Equity—10 Points:** How does your project directly address the needs of more vulnerable populations, specifically the needs of children, older persons, people with mobility challenges and low- or moderate-income households? What outreach was performed to include disadvantaged communities, especially low income, BIPOC, people with disabilities and others, in the planning of this project. The [VTrans Equity Framework mapping tool](#) is available as a resource.

Transportation Equity and Vulnerable Populations

A separated shared use path provides a low-stress facility accessible to the broadest possible range of users, including children, older adults, people using mobility or assistive devices, and novice or less confident cyclists who find on-road shoulders unwelcoming. The current conditions on Route 15 between Fairview Drive and Orleans Road – no sidewalk north of Athens Drive, narrow shoulders, and posted speeds of 30–40 mph – effectively limit access to this corridor to people who can operate a motor vehicle, creating a mobility gap that falls disproportionately on those who cannot drive or choose not to.

Transit Equity and the Potential Discontinuation of Route 4

The proposed path takes on heightened equity significance in light of the potential elimination of Green Mountain Transit's Route 4 Essex Center Loop. GMT's board has been weighing whether to discontinue Route 4, which has long been the primary transit connection between

the Route 15 corridor, the Essex Town Center, and the Essex Junction Amtrak station. GMT ridership data for February 2026 shows:

Stop ID	Location	Feb. 2026 Boardings	Route
805792	Amtrak Station, Essex Junction	1,602 (Rt. 2) + 242 (Rt. 4)	2 & 4
805913	Main Street at #25	37	4 only
805914	Route 4 stop (Route 15 corridor)	68	4 only
805833	Essex Experience at McDonald's	1	4 only

If Route 4 is discontinued, transit riders in the Town of Essex will lose direct bus access to the Route 15 corridor's destinations. The proposed shared use path would become a critical substitute mobility link, enabling Town residents to walk or bicycle to the Essex Junction Amtrak station – which serves Route 2 with service every 20 minutes to Burlington via Colchester and Winooski, logging 1,602 boardings in February 2026 alone. The station is also the terminus for Amtrak's Vermonter service, which accepts bicycles on board.

Even if Route 4 is retained or restructured, the City and Town's conversations with GMT have made clear that any future transit improvements serving the Route 15 corridor would likely focus on a linkage between Essex Junction and the Essex Town Center – the two endpoints of this shared use path project. The path would provide a safe, separated active transportation alternative that complements and supplements transit in either scenario.

Demographic Equity Data

According to census data in the [Chittenden County Demographic Map Viewer](#), the project area census tract includes approximately 14% BIPOC population, nearly 7% of the population below the Federal poverty line, about 5% with limited English ability, and about 6% with a disability. These are populations for whom lack of access to a personal vehicle or the inaccessibility of the current roadway environment creates genuine barriers to mobility. A safe, separated path removes those barriers.

Planning Outreach

All local and regional plans cited in Section 1 (Community Need) were developed through public engagement processes that included broad community outreach. The CCRPC Regional Active Transportation Plan listening sessions specifically included older adults, Arabic-speaking community members, and mobility justice and racial equity advocates. The City of Essex Junction's 2024 Community Vision & Strategic Action Plan engaged over 800 residents and specifically surfaced pedestrian and bicycle connectivity as a community priority. The Phase 1 scoping process included two public meetings (December 2017 and June 2018) at which

residents expressed strong support for a separated facility.

Transit Oriented Development Plan

6-10 Points – Project that provides direct access to a vulnerable population e.g. a sidewalk from an underserved community, a senior center, or community center to a downtown or clear documentation of outreach to disadvantaged populations.

1-5 Points – Equity is only addressed in broad terms.

0 Points – Equity not addressed.

7. **Multi-modal potential —5 points:** How does your proposed project coordinate with other modes of transportation? Will it improve walking or bicycling access to transit, rail service or park and ride facilities?

The Route 15 corridor is currently served by GMT Route 4 Essex Center Loop, which connects the Essex Junction Amtrak station to the Essex Experience/McDonald's area and Essex Town Center via Route 15. As described in the Equity section above, GMT has been weighing whether to discontinue Route 4. If the route is discontinued, the proposed shared use path assumes a direct transit-substitution role for the affected communities. If the route is retained or restructured, the path improves safe access to existing bus stops.

Regardless of Route 4's future, the proposed path provides a high-quality active transportation connection directly to the Essex Junction Amtrak station – the most significant transit hub in the region. Route 2 recorded 1,602 boardings at the station in February 2026 alone, with service every 20 minutes to downtown Burlington via Winooski. The Amtrak Vermonter service accepts bicycles on board. The shared use path enables cyclists and pedestrians from the Route 15 corridor and Essex Town Center to reach the station safely, connecting two municipalities, two bus routes, and intercity rail in a single facility.

The 2024 Essex Town Plan ([p. 39](#)) notes that GMT has identified the Route 15 corridor between Burlington and Essex Center as a priority for transit-oriented and pedestrian-oriented development. The City's conversations with GMT regarding any future transit improvements have consistently pointed toward a Route 15/Essex Junction–Essex Town Center linkage – the precise corridor this path serves.

5 Points – Project provides direct access to another transportation mode e.g. a sidewalk that connects directly to a transit stop or park and ride

0-4 Points – Project is part of a larger plan to connect to another transportation mode in the near future

8. State designated centers —5 points: Is the proposed project within a state designated center?

The Phase 2 project ties into an existing shared use path that links the Essex Junction Village Center, a state-designated center eastward towards - Essex Center, also a state-designated center. Phase 2 itself (Fairview Drive to Orleans Road) is not currently within the boundaries of a state-designated center, but it directly connects to, and is the critical missing link between, two designated centers.

We also note that Act 181 of 2024 established a new framework for state-designated growth centers taking effect by the end of 2026. Under this framework, the CCRPC has prepared a draft future land use map that identifies the entire Phase 2 project corridor as a Planned Growth Area, which will carry a “Neighborhood” state designation under the new Act 181 structure. When this designation takes effect, the proposed path will be located within a state-designated “neighborhood” area, consistent with the program’s intent to support active transportation in growth-oriented areas. (Designation can be confirmed via the CCRPC draft future land use map; the state Planning Atlas will reflect the Act 181 changes upon adoption:
<http://maps.vermont.gov/ACCD/PlanningAtlas/index.html?viewer=PlanningAtlas>)

5 Points – Project is contained primarily within a state designated center (such as downtowns, villages, or neighborhood growth centers recognized by the Vermont Department of Housing and Community Development).

0-4 Points – Project leads to, but is not primarily within, a state designated center.

Designated centers can be confirmed on the state Planning Atlas -
<http://maps.vermont.gov/ACCD/PlanningAtlas/index.html?viewer=PlanningAtlas>.

9. Project Management—10 Points: Describe your plan for keeping this project moving forward. What management practices do you now have, or plan to put in place, to successfully administer the project from design

through construction? Who will manage the project (municipal staff, RPC, consultant, or other)?

The City of Essex Junction will serve as the lead applicant and primary project manager for Phase 2. The City's Community Development Department has the staff capacity and experience to manage federal-aid transportation projects, including coordination with VTrans, consultant management, public outreach, and grant reporting. The City and Town will enter into an inter-municipal agreement prior to execution of the VTrans grant agreement, establishing respective roles, financial responsibilities, and maintenance obligations for each municipality's portion of the path.

The Chittenden County Regional Planning Commission (CCRPC) has offered to serve as Municipal Project Manager (MPM) if requested, as they have for other grant-funded projects in Chittenden County communities. Bryan Davis, CCRPC Senior Transportation Planner, served as the CCRPC contact for both the 2018 scoping study and the Phase 1 application, providing strong continuity.

The Town of Essex successfully administered its own Phase 1 grant application and will manage its proportional share of Phase 2 in coordination with the City. This inter-municipal coordination, while somewhat more complex than a single-municipality project, is well-suited to the project's geography and reflects the shared commitment of both communities to completing this corridor.

6-10 Points – Plan outlined for managing the project, including adequate or additional staffing.

0-5 Points – Vague or ill-defined management plan.

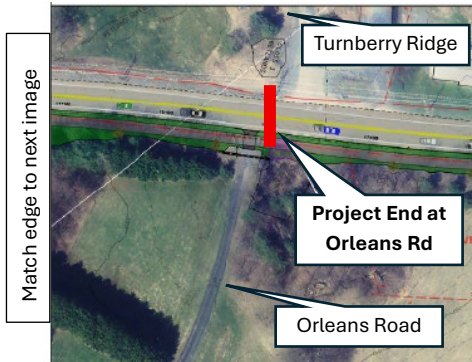
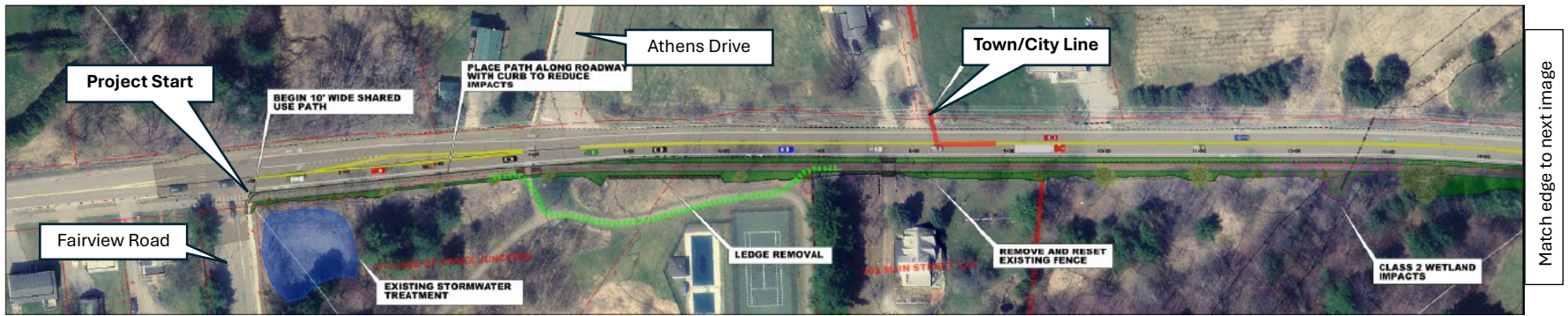
Project Location Map



Project Location Map



Path Alignment on Main Street/Route 15 from Fairview Drive to Orleans Road





Memo

To: Bryan Davis
CCRPC

From: Greg Goyette
Stantec

Project/File: Essex VT Route 15 Path - Athens Drive to Route 289 Date: June 11, 2025

Reference: Estimate Updates

The Chittenden County Regional Planning Commission (CCRPC) is working with the Town of Essex to apply to VTrans for funding the design and construction of a new shared use path on the east side of VT Route 15 that Stantec scoped in 2018 ([VT Route 15 Sidewalk / Path Study, Athens to VT Route 289](#)). This is a key project in both the local and regional transportation network. CCRPC has requested that Stantec update the cost estimates for Alternatives 2 and 3 from this study to support the grant funding application. Alternative 2 is a 10-foot-wide path and Alternative 3 is an 8-foot-wide path. The estimates were reviewed and updated based on the following assumptions and methodology:

- The replacement for Bridge 2 is being completed by VTrans and cost for this work is not included,
- The VT15 roadway widening was completed by VTrans in 2019 and is not included,
- The unit prices for all other items were updated by reviewing current data from the VTrans iPD web construction cost database and recent bid histories for projects of similar scale,
- A total cost was estimated for the 8-foot and 10-foot alternatives and a cost per foot was calculated from these estimates,
- The cost per foot was then used to calculate costs broken down as follows,
 - Replace existing sidewalk with new path between Fairview Drive and Athens Drive
 - Construct new path between Athens Drive and Orleans Road
 - Construct new path between Orleans Road and the VT289 Interchange
 - Construct changes on the VT289 Interchange Bridge as described in the scoping study
 - Construct new path between the VT289 Interchange and the existing path near McDonald's.

Table 1 summarizes the cost estimate updates to design and construct the total path for both the 8-foot and 10-foot path alternatives. The total length of the path is 4150 feet. The estimated cost breakdown between the City of Essex Junction and the Town of Essex is approximately a 20%/80% split since 850 linear feet of path are in the City and 3,300 linear feet of path are in the Town.

Reference: Estimate Updates

Item	Alternative 2 – 10' Path	Alternative 3 – 8' Path
Construction Costs	\$2,200,000	\$2,000,000
Right-of-Way Costs	\$150,000	\$150,000
Design Engineering	\$200,000	\$200,000
Construction Engineering	\$100,000	\$100,000
Total Project Costs	\$2,650,000	\$2,450,000
Cost per Foot	\$638.55/LF	\$590.36/LF

Table 1 - Cost estimate updates for Alternatives 2 and 3

Table 2 summarizes total project costs per segment for each alternative. These costs include construction, ROW, design engineering, and construction engineering. The cost per segment was estimated by multiplying the cost per foot noted in Table 1 by each segment length and then increasing this cost by approximately 15%. This increase is due to the economy of scale that could be realized with designing and constructing the entire path as one project.

Segment	Length	Alternative 2 – 10' Path	Alternative 3 – 8' Path
Fairview Dr – Athens Dr	305 ft (100% City)	\$240,000	\$210,000
Athens Dr – Orleans Rd	1225 ft (45% City/55% Town)	\$900,000	\$850,000
Orleans Rd – VT289 Int	2130 ft (100% Town)	\$1,600,000	\$1,450,000
VT 289 Int	300 ft (100% Town)	\$225,000	\$210,000
VT289 Int – Ex Path	190 ft (100% Town)	\$160,000	\$150,000

Table 2 - Cost estimates broken down per path segment

Reference: Estimate Updates

Note these are considered order of magnitude opinions of probable costs for grant funding application purposes only. These costs often change between grant application funding and construction bid advertisement due to several factors out of our control including but not limited to changes in regulatory requirements and design standards, design refinements, unanticipated construction cost escalations, right-of-way negotiations, and utility company requirements and agreements.

Sincerely,

Stantec Consulting Services Inc.

Greg Goyette P.E.
Senior Principal
Phone: (802) 497-6403
Mobile: 802-735-3410
greg.goyette@stantec.com

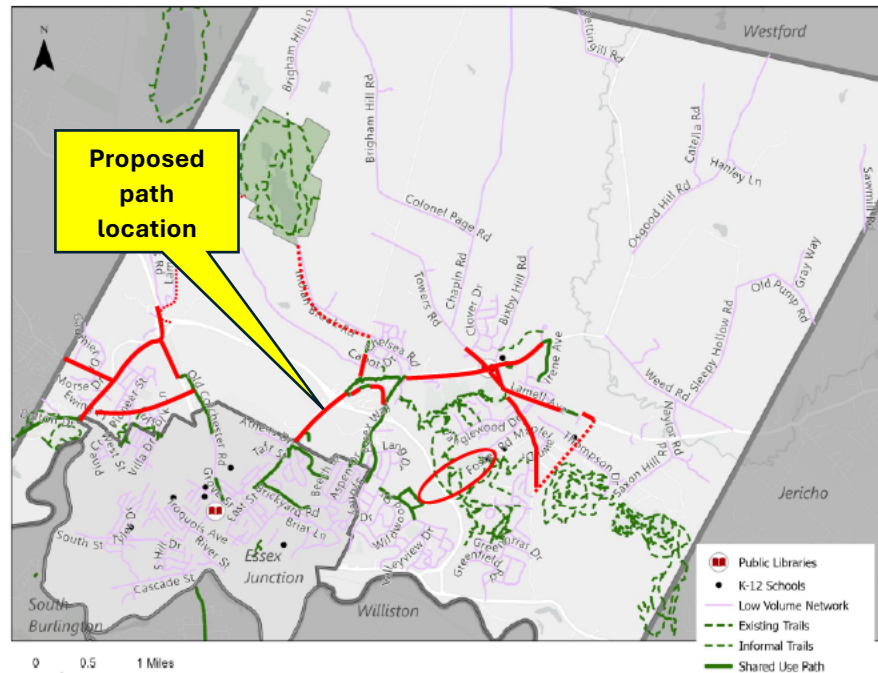
Attachment: Attachment

DRAFT Network – Essex Active Transportation Plan

Low Stress Bicycle Network

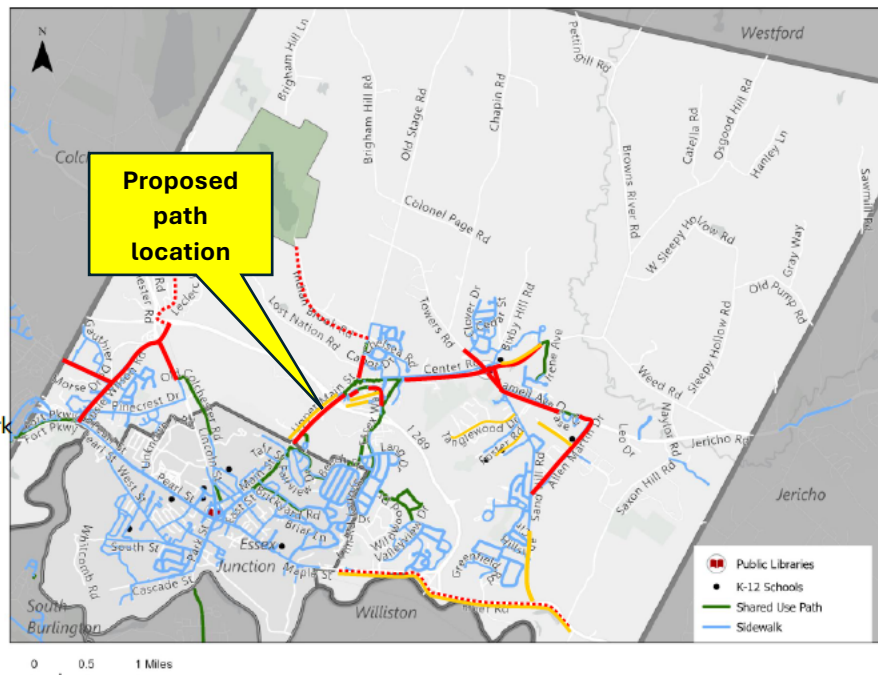
The Low Stress network will connect schools, libraries, shopping and neighborhoods. It will be separated from traffic and have amenities such as lighting, landscaping, green stormwater, benches, placemaking and more.

- Existing network
- Proposed network
- Low volume streets



Proposed Pedestrian Network

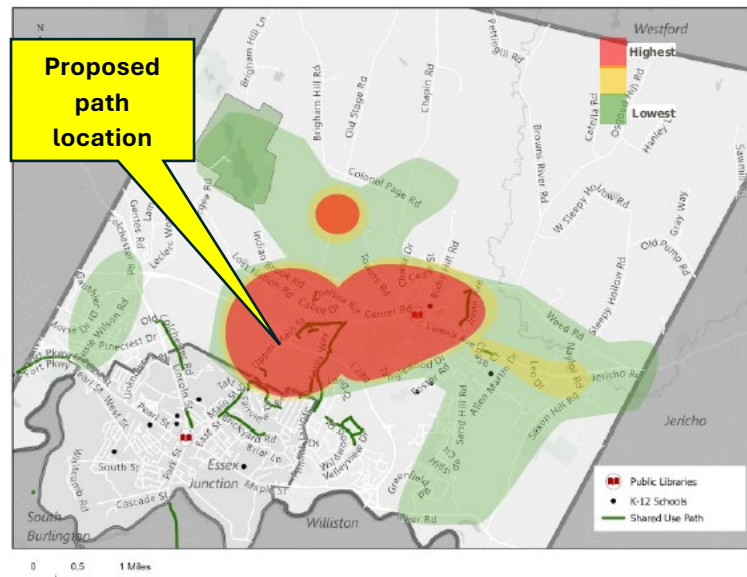
- Proposed Shared Use Path
- - - Shared Use Path Consideration
- Proposed Pedestrian Network
- - - Sidewalk Consideration

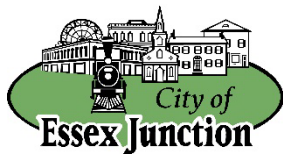


Survey Results – Essex Active Transportation Plan

Essex Public Survey Results – Bicycle Infrastructure

Can you provide specific locations where, if there were improvements, you might choose to bike?





**CITY OF ESSEX JUNCTION
BIKE WALK ADVISORY COMMITTEE
MEETING MINUTES – FINAL
APPROVED AUGUST 14TH, 2025**

*Online &
6 Lincoln St. (Kolvoord Room)
Essex Junction, VT 05452
Thursday, June 12th
2025, 7:00 PM*

E-mail: mgiguere@essexjunction.org

www.essexjunction.org

Phone: 802-878-6944, ext. 1625

1. MEMBERS PRESENT

John O'Brien, David Achee, Philip Bieber, Russ Miller-Johnson, Lauren Philbrook

2. OTHERS PRESENT

Michael Giguere (staff representative), Jack Evans, Daniel Liguori, Joseph Finch

3. CALL TO ORDER

The meeting was called to order by John at 7:03 PM.

4. AGENDA ADDITIONS/CHANGES

No additions or changes were made.

5. MINUTES FOR APPROVAL

Lauren made a motion, seconded by Russ, to approve the minutes from May 8th, 2025 as presented. Motion passed unanimously (4-0).

6. PUBLIC TO BE HEARD

Joseph provided updates on planning for a balance bike race at Champlain Valley Expo on July 4th. Local Motion is providing some giveaway items. He also mentioned that he will be looking to hand off leading the organization of bike bus programming soon.

Daniel mentioned that he interviewed for the open seat on BWAC.

7. BUSINESS ITEMS

a. Bicycle Friendly Community (BFC) application review

Michael presented a summary presentation of Essex Junction's reapplication as a Bicycle Friendly Community. The group discussed interesting discussion points on the application, such as percentage of low-stress bicycle facilities, determining what the community's biggest improvement from the last application was, long-term planning projects working toward active transportation and safety, and considerations on equitable engagement. A live poll was run to determine the top three reasons committee members would like bicycling to be prioritized in the community and determine which communities should be looked to as comparable role models.

Michael shared next steps, which includes a local and national review period before notification of award level.

b. Town of Essex Route 15/Main Street shared use path

Michael presented a project being pursued by the Town of Essex for a shared use path and bike lane along Route 15/Main Street. A portion of the proposed path falls in Essex Junction, but the Town is likely pursuing funding for the northernmost portion first, making this proposal less time-sensitive for Essex Junction to consider.

Committee members voiced their strong support for the project, particularly in consideration of the improvements this project would have on pedestrian safety. Lauren pointed out that the alternative bike/ped route through the Countryside neighborhood to the Essex Experience is twice as long as this proposed direct route. While this is an acceptable distance for cyclists, a more direct route for pedestrians would be preferred. Russ mentioned that lowering the road speed from 40 mph would be an improvement and mentioned the lack of safe walking facilities on this route, with many people walking on the shoulder of the road in the wrong direction. Phil mentioned the benefit that this project could have as a proof of concept for Pearl Street. David shared concerns that avoiding supporting this project would solidify the gaps in the community's infrastructure network. Daniel mentioned that this path could provide connectivity to Athens Drive and Juniper Ridge's path, linking existing infrastructure. John mentioned how important this project is to support the Town's plans for

housing and commercial development.

Michael mentioned he would collect this feedback and share it with City leadership.

c. Printed bike map draft review

The committee reviewed the draft version of a printed bike map for Essex Junction, highlighting routes, points of interest, and regional connections. Feedback was provided by the committee on readability, accessibility, and user friendliness. They also discussed the applicability of defining specific streets as “low-traffic” such as South Street and West Street, which were determined to not be appropriate for that definition. Michael mentioned that this will be published and distributed soon, and will be used to help justify infrastructure planning projects that fill the network gaps on this map. John mentioned that there was a lot of interest in this map at Essex Pride.

d. CCRPC Regional Safety Action Plan discussion

The committee briefly discussed the RSAP drafted by CCRPC, noting that no roads in Essex Junction are mapped on the high injury network. Jack provided additional context for the types of toolkit items that would be eligible for funding, which mostly include signage and visibility improvements.

e. Regional advocates meet up planning

The committee plans on inviting Williston on the Move for a group ride and joint meeting during BWAC’s regularly scheduled meeting at 6:15 pm on Thursday, July 10th. Michael is coordinating further with City management.

Jack provided updates for a regional meetup between bike committee members at Local Motion’s headquarters in Burlington on Wednesday, August 6th at 5:30 pm. Food and refreshments will be available.

f. Memorial Way traffic count updates

The committee reviewed John and Lauren’s traffic counts on Memorial Way. Michael asked the group to do a traffic count to add to the data set if time permits.

8. MEMBERS UPDATES

Lauren asked about Lincoln Terrace and John asked about the RRFB at Main & Athens, Michael confirmed that Public Works has all the materials needed for these installations and will coordinate further.

Russ raised concerns about how the elementary school consolidation will impact traffic near Hiawatha next school year and recommended a proactive traffic calming project. Lauren presented her plan for a route and raised concerns about high stress drivers during school drop-off. Phil mentioned that most informational meetings at Hiawatha were related to parking areas. John mentioned that there are potential plans for two drop off lanes and mentioned the possibility of a Summit Street bus shuttle. Lauren mentioned that using the existing bus loop could be an option.

Phil brought up a recent encounter at Brownell Library where a child misplaced their bicycle helmet and presented the idea of purchasing a library of helmets for the library of things.

A motion was made by Phil, seconded by Lauren, to use BWAC funds to purchase a library of helmets and u-locks for Brownell Library. Vote passed unanimously (5-0).

9. STAFF UPDATES

a. Bike locker updates

Michael mentioned that the City did a news release for the bike lockers and has the rental forms available on the City’s website. He is working further with SB Signs to test materials for a printed advertisement on the side of the lockers.

b. Bike parking updates

Michael mentioned that bike parking has been installed at several locations around the City, including Essex Junction Market, Bespoke, Nest, and Brownell Block. Planet Fitness will have two bike racks soon.

c. Recognition for Eric Bowker

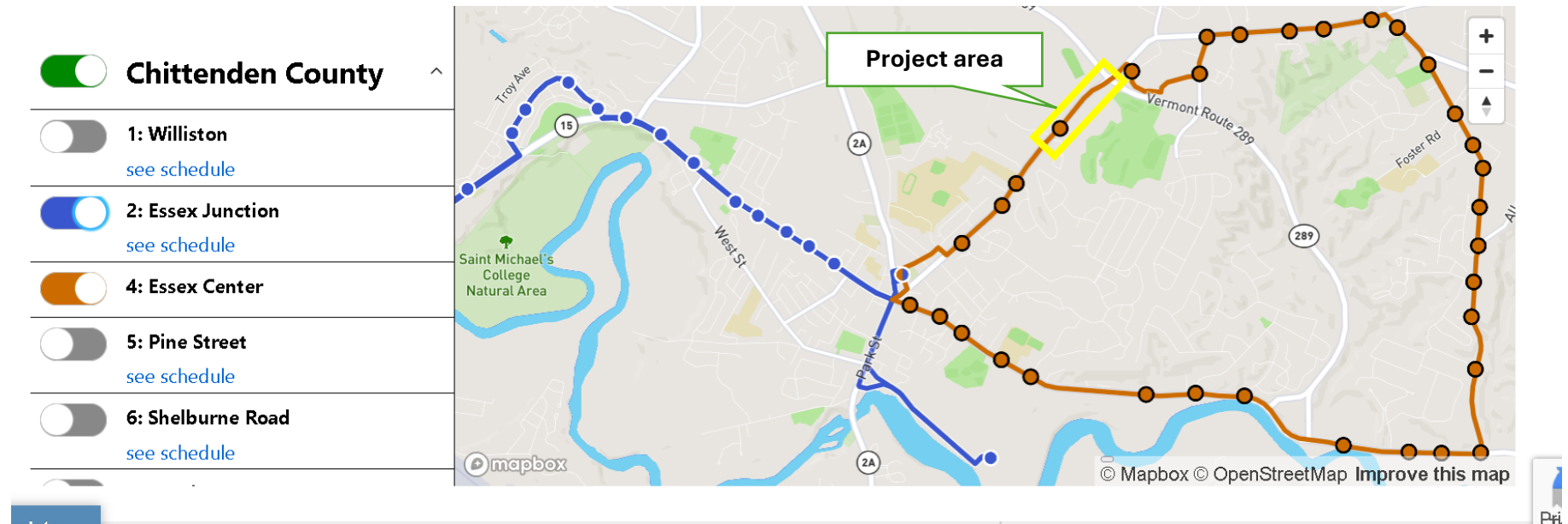
Eric has chosen not to renew his term on BWAC. The committee took time to thank Eric for his twelve years of contributions to the committee from its conception in 2013.

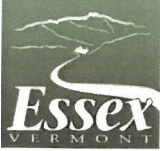
10. **ADJOURN**

Motion to adjourn by Lauren, seconded by David. Motion passed unanimously (5-0), meeting adjourned at 8:19 PM.

Green Mountain Transit – Route #4 Essex Center (red) and Route #2 Esses Junction (blue)

Welcome to Green Mountain Transit





TOWN OF ESSEX, VERMONT

81 MAIN STREET, ESSEX JUNCTION, VERMONT 05452

(802) 878-1343 | community-development@essex.org | www.essexvt.org

June 1, 2026

Peter Pochop- Project Delivery Bureau, Project Manager
Vermont Agency of Transportation
219 North Main Street, 4th Floor
Barre, VT 05641

RE: 2026 VTrans Federal Aid Bicycle and Pedestrian Grant
Town of Essex & City of Essex Junction
Design and Construction of Route 15 Shared Use Path

Dear Mr. Pochop,

On behalf of the Town of Essex Selectboard, I am writing to share the Selectboard's strong support for Phase 2 of the design and construction of the VT Route 15 Shared Use Path project. The Town was graciously awarded a grant in 2025 to complete Phase 1, which we are preparing to begin. Funding Phase 2 of this project would make good economical sense, provide the “missing link” between pedestrian infrastructure serving the City Center and the location where Phase 1 is slated to begin, and most importantly, ensure a crucial safety improvement is implemented comprehensively and as soon as possible. The Selectboard approved the grant application at their meeting on June 1, 2026 and committed to providing the local match and accepting future maintenance responsibility. This project would advance the preferred alternative developed in a scoping study produced in 2018, which was supported by staff and subsequently approved by the Selectboard.

The Town is prepared to provide the 20% matching funds required for the Town's portion of project costs, estimated to be approximately \$97,000. The Town's Capital Fund will provide these matching funds, which will be reflected in future fiscal year Plans as it does currently for Phase 1. The Town has experience in the design, construction, and oversight of similar projects, and would seek to partner formally with the City of Essex Junction to define responsibilities of each respective party should funding be awarded.

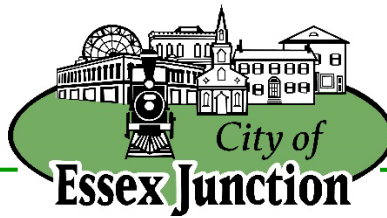
During the process of updating the Town Plan in 2024, the top request from the community was to expand and better connect the bicycle/pedestrian infrastructure network. This project is the Town's highest priority bicycle/pedestrian project and is a regional priority for the Chittenden County Regional Planning Commission. Construction of this critical link would be transformative for Essex and Essex Junction residents and would provide an important regional connection with neighboring communities.

We appreciate your time and consideration of the Town's application.

Sincerely,

Shannon Jackson, Selectboard Chair

TOWN MANAGER	PARKS AND RECREATION	COMMUNITY DEVELOPMENT	PUBLIC WORKS	ASSESSOR	FINANCE	TOWN CLERK	LIBRARY	POLICE
878-1341	878-1376	878-1343	878-1344	878-1345	878-1359	879-0413	879-0313	878-8331



June 10, 2026

Peter Pochop – Project Delivery Bureau, Project Manager
Vermont Agency of Transportation
219 North Main Street, 4th Floor
Barre, VT 05641

RE: 2026 VTrans Federal Aid Bicycle and Pedestrian Grant
City of Essex Junction & Town of Essex
Design and Construction of VT Route 15 Shared Use Path

Dear Mr. Pochop,

On behalf of the City of Essex Junction, I am writing to share the City Council's strong support for Phase 2 of the design and construction of the VT Route 15 Shared Use Path project. The City Council approved this joint grant application at its meeting on June 10, 2026, and authorized the City to serve as lead applicant and to commit the local match for the City's portion of project costs. Phase 2 is included in the City's capital plan, with funds available beginning in FY27.

This application is submitted jointly with the Town of Essex, which holds the Phase 1 grant. Phase 2 covers the segment from Fairview Drive to Orleans Road, immediately west of Phase 1, and provides the "missing link" in pedestrian and bicycle infrastructure between the City Center and the start of Phase 1. Funding Phase 2 alongside Phase 1 makes good economic sense and would ensure this crucial safety improvement is implemented comprehensively and as soon as possible. The project advances the preferred alternative developed in the 2018 scoping study supported by both municipalities.

The City is prepared to provide the 20% matching funds required for the City's portion of project costs, estimated to be approximately \$123,000, drawn from the City's capital plan and reflected in future fiscal year plans. As lead applicant, the City would hold the grant agreement and partner formally with the Town of Essex through an inter-municipal agreement defining the responsibilities of each party, including cost-sharing, maintenance, and project administration, should funding be awarded.

Expanding and better connecting the bicycle and pedestrian network is a shared community priority and a regional priority for the Chittenden County Regional Planning Commission. Construction of this critical link would be transformative for City and Town residents and would provide an important regional connection with neighboring communities.