

**VILLAGE OF ESSEX JUNCTION
CAPITAL PROGRAM REVIEW COMMITTEE
MINUTES OF MEETING
August 8, 2013**

MEMBERS PRESENT: Andrew Brown (Chairman); Harlan Smith, Rick Hamlin, Richard Donahey, Lori Houghton. (David Nistico was absent).

1. CALL TO ORDER

Andrew Brown opened the meeting at 5:30 PM.

2. APPROVE MINUTES

June 4, 2013

The minutes of June 4, 2013 were unanimously approved without changes.

3. RANKING OF PROJECTS

The committee used the ranking matrix to rank the following capital projects:

<u>Project ID</u>	<u>Ranking</u>	<u>Brief Description</u>
S	46	North Street water line & sewer
V	55	Pearl Street water line (235 Pearl to Suzie Wilson)
Y	59	Railroad Ave. water line (Main to Central)
HH	46	West Street water line (South Summit to Hayden)
KK	37	Main Street drainage, curb, sidewalk (Pleasant to bridge)
LL	64	Main Street drainage, curb, sidewalk (bridge to Crestview)

The following projects were removed from the capital project list:

<u>Project ID</u>	<u>Brief Description</u>
W	Pearl Street water line to CVE vault to Hillcrest
X	Pearl Street water line Hillcrest to Curtis
DD	South Street water and sewer
EE	South Street water line Pearl to Cherry
FF	Summit Street water line Pearl to Prospect

The scoring in each category for Grove Street and Rosewood Lane was not recorded on the spreadsheet. Rick Hamlin will review the record to determine the scoring for each project. [Note: following investigation the scoring was added to the spreadsheet for the projects on Grove Street and Rosewood Lane.]

4. COMMITTEE MEMBER DESCRIPTION

The revised Capital Program Review Committee Member description was reviewed.

MOTION by Rick Hamlin, SECOND by Richard Donahey, to accept the Capital Program Review Committee document with the changes as shown and with the addition of language stating committee members must be residents of the village. VOTING: unanimous; motion carried.

Harlan Smith announced there is a possibility he may be relocating outside of the village and if that happens a replacement will be needed to complete the remaining year on his term.

5. MEETING SCHEDULE

Next meeting

- September 3, 2013 at 5:30 PM.

Agenda Items

- Approve minutes
- Continue ranking projects

6. ADJOURNMENT

The meeting was adjourned at 6:32 PM.

RScty: M.E.Riordan