

**VILLAGE OF ESSEX JUNCTION  
CAPITAL PROGRAM REVIEW COMMITTEE  
MINUTES OF MEETING  
January 7, 2014**

**MEMBERS PRESENT:** Andrew Brown (Chairman); Rick Hamlin, Richard Donahey, David Nistico.  
**ADMINISTRATION:** Lauren Morrisseau, Co-Assistant Village Manager; Rick Jones, Public Works Superintendent.

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**1. CALL TO ORDER**

Andrew Brown opened the meeting at 5:35 PM.

**2. MINUTES**

*December 3, 2013*

**MOTION by Andrew Brown, SECOND by Rick Hamlin, to approve the 12/3/13 minutes with correction of the second year bond payment to \$417,266. VOTING: unanimous; motion carried.**

**3. TRUSTEES CAPITAL PLAN DISCUSSION**

*Main Street Project*

Andrew Brown reported per the discussion at the budget work session the Trustees felt the complete Main Street project can be on hold for a while, but the paving and enclosure of the drainage would be beneficial. The Trustees suggest working with the state on paving and enclosing the drainage and doing the remainder of the work as a separate project. Rick Hamlin pointed out Heart & Soul advocated for the sidewalk and lighting for a walkable community so there are actually three portions to the project on Main Street: enclosing the drainage, sidewalk & lighting, and overlay of the road with pavement. The project to include drainage, enclosing the piping, curbing on the west side of the street from the bridge to the top of the hill is labelled AAA1 and replaces LL, MM, NN in the capital project book. AAA1 needs to be ranked by the committee. The original project estimate is \$2.7 million reduced to \$865,000 by doing just the drainage portion. The cost of the bridge and sidewalk from the bridge to Crestview (LL in the capital project book) is \$1.1 million. Cost for drainage from Crestview to the radio station on Main Street (former McEwing property) is \$434,000.

There was discussion of including sidewalk and the bridge in the 20 year bond. The cost to the average taxpayer in the village for a \$5 million bond is \$92/year at full bond payment. The amount decreases in subsequent years.

<u>Project ID</u>	<u>Ranking</u>	<u>Brief Description</u>
AAA1	47	Enclose drainage on west side of Main Street from bridge to top of hill (radio station/former McEwing property).

It was noted YY, ZZ and AAA would all rank 47. The committee agreed non-street projects will be given a number ID rather than a letter. Therefore, the cameras for the library will be labelled "1".

**MOTION by Rick Hamlin, SECOND by David Nistico, that if the Board of Trustees wish to pare the Main Street project back from the originally recommended complete project from the bridge on Main Street to Athens Drive then the Capital Program Review Committee recommends doing LL (bridge and sidewalk from the bridge on Main Street to Crestview) plus ZZ (enclosed drainage and new curb from Crestview to the top of the hill by the radio station/former McEwing property).  
VOTING: unanimous; motion carried.**

Rick Jones, Public Works Superintendent, concurred with the recommendation by the committee with regard to Main Street.

*Maple Street Culvert*

Andrew Brown stated the Trustees agreed the Maple Street culvert should be removed from the bond and put at the top of the list of capital projects funded through the regular contribution to the capital fund.

**4. NEXT STEPS**

Projects

- Paving on Athens Drive - David Nistico mentioned comments from residents on Athens Drive about the condition of pavement on the street. Rick Hamlin recalled Athens Drive was rebuilt less than 25 years ago (1993). The committee can rank the paving project.
- Inventory of condition of roads and sidewalks in village – This inventory is done. Similar information should be compiled for sewer lines, water lines, hydrants, buildings, and other infrastructure in the village. All the data should be combined into one inventory. An inventory of the types and sizes of water lines in the ground will be a challenge. Andrew Brown noted a fund similar to the rolling stock fund could be established for infrastructure projects and the tax rate appropriately set to contribute to the fund each year.
- Upgrade of the public works facility so equipment can be stored inside.

Next meeting

- March 13, 2014, 5:15 PM – 6:15 PM.
- Agenda: Rank Projects (YY, ZZ, Athens Drive paving)

**5. ADJOURNMENT**

**MOTION by Andrew Brown, SECOND by Rich Donahey, to adjourn the meeting.  
VOTING: unanimous; motion carried.**

The meeting was adjourned at 6:35 PM.