

**VILLAGE OF ESSEX JUNCTION**  
**CAPITAL PROGRAM REVIEW COMMITTEE MEETING**  
**TUESDAY, JUNE 2, 2015 AT 5:30 PM**  
**LINCOLN HALL MEETING ROOM**  
**AGENDA**

1. Call to order
2. Agenda changes/additions
3. Agenda approval
4. Public comments
5. Project DDD - Hillcrest sidewalks/Five year Capital Plan
6. Rate Multiuse Path West and Pearl Street
7. Review and approve minutes of previous meeting 5/5/15

**VILLAGE OF ESSEX JUNCTION  
CAPITAL PROGRAM REVIEW COMMITTEE  
MINUTES OF MEETING  
June 2, 2015**

**MEMBERS PRESENT:** Andrew Brown (Chairman); Rick Hamlin, Amber Thibeault, Kevin Collins. (David Nistico was absent.)  
**ADMINISTRATION:** Lauren Morrissette, Finance Director & Assistant Village Manager.  
**OTHERS PRESENT:** Erin Knox.

---

**1. CALL TO ORDER**

Chairman Andrew Brown called the meeting to order at 5:30 PM.

**2. AGENDA**

There were no changes to the agenda.

**MOTION by Andrew Brown, SECOND by Amber Thibeault, to approve the agenda as presented. VOTING: unanimous (4-0) [Rick Hamlin not present for vote]; motion carried.**

**3. PUBLIC COMMENTS**

None.

**4. PROJECT DDD – HILLCREST SIDEWALK & FIVE YEAR CAPITAL PLAN**

There was discussion of where the Hillcrest sidewalk will fit in the five year capital plan. The project rated high with 59 points, tying with the Railroad Avenue project. The committee felt the engineering for the Hillcrest sidewalk project could be done in FY2019 and construction in FY2020 unless a grant is received that will help expedite the project. Lauren Morrissette suggested pushing the Pearl Street sidewalk project west to Susie Wilson Road which ranked lower than Hillcrest to FY2019 and advancing the Hillcrest project to FY2017. It was noted the Pearl Street project in the capital plan is just the sidewalk and does not include the bike lanes by the median because the village hoped to have linkages with the work to be done by VTrans on Route 15. Lauren Morrissette speculated the ranking of the Pearl Street project likely would be even lower if ranked with just the sidewalk and not the bike lanes. Rick Hamlin added another justification for scheduling the Hillcrest project before the Pearl Street project is that there is sidewalk (albeit in bad shape) on Pearl Street now while there is no sidewalk on Hillcrest.

**MOTION by Andrew Brown, SECOND by Rick Hamlin, to replace the Pearl Street sidewalk project west to Susie Wilson Road scheduled for FY2017 with Project DDD – Hillcrest Sidewalk and move the Pearl Street sidewalk project west to Susie Wilson Road to FY2019 or later as recommended by the Finance Manager. VOTING: unanimous (4-0); motion carried.**

It was noted the design work for the Hillcrest sidewalk can be done in FY2017 with construction in FY2018 (i.e. summer of 2017 so the sidewalk will be in place by fall, 2017). Erin Knox, resident, commented it is nice to know because the project had a high rank that it can be done in the near future. There are many young families moving into the Hillcrest area with young children. The neighborhood is seeing a lot of pedestrian traffic in general.

**5. RANK MULTI-USE PATH WEST STREET TO PEARL STREET (EEE)**

Rick Hamlin noted the village saved \$50,000 because VTrans accepted the UVM capstone project report by UVM engineering students as the scoping study for the multi-use path so now the village can apply for the construction grant. The path will run down West Street past the community gardens and dog park across the railroad tracks to the bus stop.

Kevin Collins observed the scoring will change depending on whether there is a grant or not. Mr. Collins questioned whether it is necessary to rank the project because the village is already going forward and applying for a grant for the project. Rick Hamlin explained the scoring will be helpful to the committee for comparison to other projects. A capital cost estimate of the project should also be done for the capital project book. It is likely the village will not do the project unless the grant is received.

Rank of EEE – Multi-use Path West Street to Pearl Street: 66 (w/grant); 48 (w/o grant).

**6. APPROVE MINUTES**

*May 5, 2015*

**MOTION by Amber Thibeault, SECOND by Kevin Collins, to approve the minutes of 5/5/15 as written. VOTING: unanimous (4-0); motion carried.**

**7. NEXT MEETING/AGENDA**

Next meeting: August 4, 2015 at 5:30 PM

Agenda: Discussion of the desired goals and outcomes of the committee.

**8. ADJOURNMENT**

**MOTION by Andrew Brown, SECOND by Rick Hamlin, to adjourn the meeting. VOTING: unanimous (4-0); motion carried.**

The meeting was adjourned at 6:20 PM.

*RScty: MERiordan*