

**VILLAGE OF ESSEX JUNCTION
CAPITAL PROGRAM REVIEW COMMITTEE
MINUTES OF MEETING
November 1, 2016**

MEMBERS PRESENT: Andrew Brown (Chairman); Rick Hamlin, Kevin Collins, Amber Thibeault, Tim Dall.
ADMINISTRATION: None.
OTHERS PRESENT: None.

1. CALL TO ORDER

Chairman Andrew Brown called the meeting to order at 6 PM.

2. AGENDA

MOTION by Rick Hamlin, SECOND by Amber Thibeault, to approve the agenda as presented. VOTING: unanimous (5-0); motion carried.

3. PUBLIC COMMENTS

None.

4. RE-RANK OUTSTANDING PROJECTS

The reference to “Chapter III” of the village comprehensive plan was removed from text on the ranking criteria worksheet (i.e. reference will simply be to the village comprehensive plan chapter titled “Community Vision and Strategies for Essex Junction”).

There was discussion of separating sidewalk projects from road projects and ranking each sidewalk project. Rick Hamlin noted there are situations where the roadway is fine, but the sidewalk is not and where the road needs to be rebuilt and the sidewalk is done at the same time so it would be difficult to isolate every sidewalk project. Consensus was reached to continue re-ranking projects alphabetically using project letter designation.

U1 – Orchard Terrace Long Stretch of Sidewalk

Project consists of replacing sidewalk along the long stretch of road. Original project estimate done in 2005. Revised ranking: 33 (former ranking 33).

U2 – Orchard Terrace Short Stretch of sidewalk/Cul-de-Sac

Project consists of replacing sidewalk along the short stretch of road/cul-de-sac. Original project estimate done in 2005. Revised ranking: 33 (former ranking 33).

V – Pearl Street

Both projects consist of replacing the undersized water line from 235 Pearl Street to Susie Wilson Road. Original project estimate done in 2005. Revised ranking: 49 (former ranking 55).

Y – Railroad Avenue

Project design done in FY17. Construction will occur in FY18. Project ranking is 59.

Z – River Street (Park to Stanton)

Kevin Collins recused himself from the ranking of the project. Project consists of sidewalk from Park Street to Stanton Street. Original project estimate done in 2005. Revised ranking: 47 (former ranking 40).

AA – River Street (Stanton to Riverside)

Kevin Collins recused himself from the ranking of the project. Project consists of sidewalk from Stanton Street to Riverside. Original project estimate done in 2005. Revised ranking: 47 (former ranking 40).

5. APPROVE MINUTES

October 4, 2016

Tim Dall suggested the minutes include the original ranking of each project along with the revised ranking.

MOTION by Rick Hamlin, SECOND by Kevin Collins, to table approval of the 10/4/16 minutes to allow the former rankings on projects that were re-ranked to be included in the minutes. VOTING: unanimous (5-0); motion carried.

6. NEXT MEETING/AGENDA

Next meeting: December 6, 2016 at 6 PM

Agenda: Continue Re-Ranking Projects as Needed

7. ADJOURNMENT

MOTION by Amber Thibeault, SECOND by Rick Hamlin, to adjourn the meeting. VOTING: unanimous (5-0); motion carried.

The meeting was adjourned at 7 PM.

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