

VILLAGE OF ESSEX JUNCTION
CAPITAL PROGRAM REVIEW COMMITTEE MEETING
JANUARY 3, 2017 AT 6:00 PM
LINCOLN HALL MEETING ROOM
AGENDA

1. Call to order
2. Agenda changes/additions
3. Public comments
4. Re-rank projects as needed
5. Review and approve minutes of previous meeting 12/6/16

**VILLAGE OF ESSEX JUNCTION
CAPITAL PROGRAM REVIEW COMMITTEE
MINUTES OF MEETING
January 3, 2017**

MEMBERS PRESENT: Andrew Brown (Chairman); Rick Hamlin, Kevin Collins, Amber Thibeault, Tim Dall.
ADMINISTRATION: Lauren Morrisseau, Finance Director & Assistant Manager.
OTHERS PRESENT: Tim Kemerer.

1. CALL TO ORDER

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

2. AGENDA

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

3. PUBLIC COMMENTS

Tim Kemerer asked about the status of the Hillcrest project. Lauren Morrisseau reported engineering is scheduled in FY17 and construction in FY18.

4. RE-RANK OUTSTANDING PROJECTS

C – Algonquin Ave.

Project consists of waterline loop and road reconstruction on Algonquin Ave. from Cherokee Ave. to Iroquois Ave. Original project estimate done in 2005. Revised ranking: 46 (former ranking 62).

HH – West Street

Project consists of replacing undersized water line on West Street from South Summit Street to Hayden Drive. Original project estimate done in 2005. Revised ranking: 48 (former ranking 46).

KK – Main Street

Project consists of drainage, curb, and sidewalk on Main Street from Pleasant Street to the bridge. Original project estimate done in 2003. Revised ranking: 41 (former ranking 37).

TT – Pearl Street

Project consists of sidewalk and lighting on Pearl Street from Willey's Court to West Street. Original project estimate done in 2009. Revised ranking: 43 (former ranking 38).

5. APPROVE MINUTES

December 6, 2016

MOTION by Amber Thibeault, SECOND by Rick Hamlin, to approve the 12/6/16 minutes with the following correction(s)/clarification(s):

- **Re-ranking of South Street (CC) – add a sentence reading: “At least three hydrants need to be installed and the estimate revised.”**
- **List of top ranking projects, bullet for Central Street project (H) – rewrite bullet to read: “Central Street, water line replacement, roadway, sidewalk Lincoln Street to Main Street – H (ranking: 50)”.**
- **List of top ranking projects – add “Algonquin Ave. water line loop – C (ranking: 62)”.**
- **Approval of November 1, 2016 minutes – correct the revised ranking for Orchard Terrace (U2) short length to read: “31”.**

VOTING: unanimous (4-0)[Tim Dall not present for vote]; motion carried.

6. NEXT MEETING/AGENDA

Next meeting: April 4, 2017 at 6 PM (unless there is need to call a meeting prior to that date)

Agenda: Continue Re-Ranking Projects as Needed

7. ADJOURNMENT

MOTION by Amber Thibeault, SECOND by Rick Hamlin, to adjourn the meeting.

VOTING: unanimous (4-0).[Tim Dall not present for vote]; motion carried.

The meeting was adjourned at 7:08 PM.

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