

VILLAGE OF ESSEX JUNCTION
CAPITAL PROGRAM REVIEW COMMITTEE MEETING
MAY 2, 2017 AT 6:00 PM
LINCOLN HALL MEETING ROOM
AGENDA

1. Call to order
2. Agenda changes/additions
3. Public comments
4. Village survey results
5. Re-rank projects as needed
6. Review and approve minutes of previous meeting 4/4/17

**VILLAGE OF ESSEX JUNCTION
CAPITAL PROGRAM REVIEW COMMITTEE
MINUTES OF MEETING
May 2, 2017**

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

1. CALL TO ORDER

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

2. AGENDA

Discussion of projects that potentially could be advanced in the schedule will be included under "Re-Rank Outstanding Projects".

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

3. PUBLIC COMMENTS

None.

4. VILLAGE SURVEY RESULTS

Andrew Brown reported the village survey had a five to seven percent response rate. The survey was available at the Village Office and at the village annual meeting as well as mailed to residents. The survey results were not statistically significant or scientific, but more of an opinion poll. According to the survey people appear to be satisfied with the village, but not overly thrilled. Many comments were about the condition of roads.

Amber Thibeault observed the Capital Committee gives extra consideration to sidewalks when ranking projects. It would be helpful if the survey respondents who expressed an opinion would communicate their views through the See-Click-Fix tool or an email to a committee member.

Andrew Brown questioned if the survey information could be used to push for more funding for capital projects. Rick Hamlin agreed the information is good to have, but there is nothing to act on immediately. There is some sidewalk/pathway grant money, but most of the grants are for new sidewalk or paths, not repairs.

Steve Eustis, village resident, mentioned people walking along River Street to get to GlobalFoundries. The situation is dangerous and unsafe. A sidewalk is needed. Rick Hamlin said the sidewalk projects on River Street from Park Street to Stanton (Project Z) and Stanton to Riverside (Project AA) could possibly be included in a grant application. Mr. Hamlin will make this suggestion to Robin Pierce.

Steve Eustis said West Street (Class 2 road) from West Street Extension to Doon Way and South Street from Doon Way to Southview are in very poor condition with ruts and sloped edges. Rick Hamlin said the Regional Planning Quality of Pavement Program has done street inspections and pavement index identification for all village and town roads. The next step is to analyze the data. The data will be helpful in sorting out projects and allocating funds based on a scientific approach. Steve Eustis spoke in support of Class 2 roads being the priority due to the volume of traffic on these roads.

Rick Hamlin will do project cost estimates for West Street in segments from South Summit to Hiawatha and Hiawatha to West Street Ext., and for South Street from Southview to Doon Way. Rick Hamlin will also ask Rick Jones about grants for Class 2 roads.

Kevin Collins suggested the results of the CCRPC paving program be provided to the Capital Committee. Andrew Brown will ask Dennis Lutz for a copy of the results.

5. RE-RANK OUTSTANDING PROJECTS

Lauren Morrisseau reported the bids for the Hillcrest sidewalk project came in lower than the amount shown in the Capital Plan resulting in \$224,000 being available. The village used \$21,000 to cover overruns on bond projects. The remainder of the money could be applied to other projects. The following projects could be considered:

- GGG – South Street drainage and sidewalk between West Street and Cobleigh Square. Project ranking is 54. Project cost is \$113,688.
- BBB – West Street Extension intersection. Project ranking was 55 then re-ranked to 54 (see below). Project cost is \$95,825.
- HHH – Senior Bus parking at Lincoln Hall. Project ranking is 44. Project cost is \$42,088.
- Z & AA – River Street sidewalk. Project cost is \$198,170 and \$287,840.
- C – Algonquin water line and road reconstruction. Project ranking is 46. Project cost is \$230,788.

BBB – West Street Extension Intersection

Project consists of redesign of the intersection of West Street/West Street Extension.

Original project estimate done in 2014. Revised ranking: 54 (former ranking 55).

Ranking elements and value for the revised ranking of 54 were as follows:

- Safety and health – 24
- Mandates – 0
- Community support – 20
- Financing sources – 0
- Timing/linkages – 0
- Positive economic impact – 0
- Cost of deferral – 0
- Efficiencies – 0
- Service improvement – 4
- Alignment with village priorities – 4
- Other - 2

MOTION by Amber Thibeault, **SECOND** by Tim Dall, to recommend to the Board of Trustees that funds not required for the Hillcrest sidewalk project be utilized for Project GGG (South Street drainage and sidewalk) and the remainder be held in abeyance for future projects. **VOTING: unanimous (5-0); motion carried.**

6. APPROVE MINUTES

April 4, 2017

MOTION by Amber Thibeault, **SECOND** by Tim Dall, to approve the 4/4/17 minutes as written. **VOTING: unanimous (5-0); motion carried.**

7. NEXT MEETING/AGENDA

Next meeting: June 6, 2017 at 6 PM

8. ADJOURNMENT

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

The meeting was adjourned at 7:16 PM.

RScty: MERiordan