

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

1. Call to order
2. Agenda changes/additions
3. Public comments
4. Petition from Lamoille Street residents
5. Re-rank projects as needed
6. Updated Capital Projects cost estimates
7. Review and approve minutes of previous meeting 5/2/17

**VILLAGE OF ESSEX JUNCTION
CAPITAL PROGRAM REVIEW COMMITTEE
MINUTES OF MEETING
June 6, 2017**

MEMBERS PRESENT: Andrew Brown (Chairman); Rick Hamlin, Kevin Collins, Amber Thibeault, Tim Dall.

ADMINISTRATION: None.

OTHERS PRESENT: Patricia Eno, Don Morgan.

1. CALL TO ORDER

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

2. AGENDA

Add:

- Briefing on Board of Trustees discussion of capital projects
- Update on projects in the village

MOTION by Tim Dall, SECOND by Kevin Collins, to approve the agenda as amended. VOTING: unanimous (5-0); motion carried.

3. PUBLIC COMMENTS

None.

4. PETITION FROM LAMOILLE STREET RESIDENTS

For the benefit of residents from Lamoille Street in attendance, Andrew Brown reviewed the charge of the Capital Program Review Committee to prioritize capital projects with a cost of \$10,000 or more through a ranking process. The public can provide input via the committee, the Board of Trustees, or the Municipal Manager. Every village capital project has been re-ranked by the current capital committee. There are five projects on the schedule for FYE18 (June 30, 2017 to June 30, 2018) and 24 projects remaining. Lamoille Street project has a rank of 41 and is 15th on the list of projects remaining.

Patricia Eno, Lamoille Street, said more residents would have been in attendance, but they received notice of the meeting very late. Ms. Eno spoke of the poor condition of Lamoille Street making it very rough for residents. The street has been torn up multiple times for water and sewer line work and the surface repaved, not rebuilt. The poor condition of the street devalues the properties. There is also concern for the age of the water and sewer lines in the street and the possibility of cross-contamination.

Rick Hamlin noted Public Works has a video of every sewer line in the village, and it is rare to have cross-contamination between water and sewer lines. In order for this to occur, there would have to be leakage from both and the pressure would have to be off. The water line on Lamoille Street is scheduled to be replaced, not the sewer line. Andrew Brown said the project on the list for Lamoille Street is to replace the existing, undersized, old water line then redo the roadway. Patricia Eno asked for confirmation of

the last time the lines were checked on Lamoille Street. Rick Hamlin will get this information.

Following discussion of defining/measuring community support for project ranking (i.e. via appearance at a meeting or with a signed petition) the committee agreed to re-rank the Lamoille Street project at the meeting on August 1, 2017 and notify the residents so they can mobilize their support. Kevin Collins observed a precedent is being set by re-ranking out of cycle. Tim Dall noted re-ranking has been done if there are extenuating circumstances or if something has changed from when the project was ranked the first time. Andrew Brown will draft a letter for review by the committee on the process and what to expect.

5. RE-RANK PROJECTS AS NEEDED

None.

6. UPDATED CAPITAL PROJECTS COST ESTIMATES

The material was provided for information only. No action needed.

Rick Hamlin said he will provide an estimate on the three sections of West Street and the two sections of South Street mentioned by Steve Eustis at the last meeting. There was discussion of how projects come before the committee. Rick Hamlin said any project can be recommended by anyone except members of the Capital Program Review Committee. The committee ranks the projects. Presently the Municipal Manager and Public Works authorize doing a cost estimate of a suggested project so it can be ranked by the committee. Paving projects are not ranked by the committee, but are part of the Public Works work plan.

7. OTHER BUSINESS

Briefing on Board of Trustees Discussion of Capital Projects

Andrew Brown reported the Trustees concurred with the recommendation from the capital committee to use the money remaining from the Hillcrest sidewalk project to do the South Street project, and not the Lincoln Hall parking project, and hold any remaining balance in abeyance. There was also general consensus by the Trustees to look at funding and how capital projects are funded and if any changes are recommended, especially with the consolidation of Public Works with the town.

Update on Projects in Village

Rick Hamlin reported:

- Class 1 paving is ongoing.
- Pearl Street “link” project is progressing (retaining wall has been moved out of the right-of-way, utility poles are set, utilities are being moved).
- Hillcrest project will start once school is out.
- Work on the Main Street Bridge has not yet started.

8. APPROVE MINUTES

May 2, 2017

MOTION by Kevin Collins, SECOND by Rick Hamlin, to approve the 5/2/17 minutes as written. VOTING: unanimous (5-0); motion carried.

9. NEXT MEETING/AGENDA

Next meeting: August 1, 2017 at 6 PM

Agenda:

- Re-rank Lamoille Street project
- Discuss how capital projects are funded and any recommended changes

10. ADJOURNMENT

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

The meeting was adjourned at 7:10 PM.

RScty: MERiordan