

VILLAGE OF ESSEX JUNCTION
CAPITAL PROGRAM REVIEW COMMITTEE MEETING
AUGUST 1, 2017 AT 6:00 PM
LINCOLN HALL MEETING ROOM
AGENDA

1. Call to order
2. Agenda changes/additions
3. Public comments
4. Re-rank Lamoille Street project
5. Discuss how capital projects are funded
6. Review and approve minutes of previous meeting 6/6/17

**VILLAGE OF ESSEX JUNCTION
CAPITAL PROGRAM REVIEW COMMITTEE
MINUTES OF MEETING
August 1, 2017**

MEMBERS PRESENT: Andrew Brown (Chairman); Kevin Collins, Amber Thibeault, Tim Dall.
ADMINISTRATION: Lauren Morrisseau, Finance Director & Assistant Manager; Rick Jones, Public Works Superintendent.
OTHERS PRESENT: Patti Reed, Chad Cole, Jeff Frolik, Doug Riley, Patricia Eno, Karyn Roberts, James Feehan, Sarah Zobel, Jen Ellis, Paul Paracka, Charlie Timmons, Rae Bleau, Stuart Timmons.

1. CALL TO ORDER

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

2. AGENDA

Add:

- Committee reorganization
- Emails from Karyn Roberts and Katie Rick re: Lamoille Street

MOTION by Tim Dall, SECOND by Amber Thibeault, to approve the agenda as amended. VOTING: unanimous (4-0); motion carried.

3. COMMITTEE REORGANIZATION

Andrew Brown announced Rick Hamlin was the Vice Chair of the committee, but is no longer a member.

MOTION by Andrew Brown, SECOND by Amber Thibeault, to nominate Kevin Collins as the Vice Chair. There were no other nominations. **VOTING: unanimous; motion carried.**

Kevin Collins is Vice Chair of the Capital Program Review Committee.

4. PUBLIC COMMENTS

None.

5. RE-RANK LAMOILLE STREET

COMMENTS

Residents from Lamoille Street had the following comments/questions on the Lamoille Street project to replace the water line and rebuild the road:

- Positive comment was made that there is a Lamoille Street project and a process that involves the community. An explanation of how long the Lamoille Street project has been on the books and any obstacles is requested. [Andrew Brown explained the process that identifies and rates projects for the capital plan using

11 criteria. The Trustees determine funding for projects. New information was received on the Lamoille Street project (petition from residents) that changed the community support rating.]

- There is concern that there will be a water line or road failure in the winter when it cannot be fixed so the village should be proactive and do the project now. There are 30 children on the street so the project should be done in September before winter or April before summer so the children will be able to enjoy the summer without construction in the street. The residents want the street repaved and the plumbing fixed. [Andrew Brown said actions that can be taken now are to video the sewer lines to determine condition and install slip lining where possible.]
- There has been significant building on Lamoille Street since the sewer line was installed so the sewer line should be replaced when the water line is replaced. [Rick Jones said there is 4", 6", and 8" water line on the street now. The line will be upgraded to eliminate the 4" line. The cost of the project is \$715,000 for storm drain work, water line replacement, hydrants, road bed, and paving. Andrew Brown added the project has been on the books since 2005 so Public Works will review the scope of work again before beginning work.]
- Eight inch line is very typical and liners are a quarter of an inch or less so capacity in the line is not lost. Underdrain should be installed in the gravel bed to help with drainage. The soil is very sandy.
- There is concern the water line will be affected as the quality of the road deteriorates.
- The road moves in the winter, heaving enough to potentially damage cars. The plow chips up the pavement. The work on the street needs to be done now.
- There is frustration and anger among residents mainly because the building on the street was done against the wishes of everyone. It is time for something nice and good for everyone to happen on the street. Residents are questioning why they are paying taxes for low water pressure and flooded basements.
- One family pushes a family member in a wheelchair on the street. There is fear the wheelchair will tip over because the road is so rough.
- The pavement patches on the road are not working. The street cleaner chewed up some of the patches. The street has deteriorated over the years and now there are more houses and people.
- Please explain the ranking of Lamoille Street. [Andrew Brown said of the 30 capital projects Lamoille Street is #21. Three of the capital projects are slated to be done this year so that will move up Lamoille Street to #18. Re-ranking with reconsideration of the 'community support' criterion could further advance the project.]
- What can residents do to help advance the project? [Andrew Brown said speaking to the capital committee and to the Trustees about increasing the amount of money in the capital budget.]
- What is the percent of weight given to the 'community support' criterion in the ranking? [Andrew Brown said 'community support' is the 3rd highest to 'safety & health' and 'mandates'.]
- Is the list of all projects available to the public? [Andrew Brown said the list of projects and the current rankings will be posted on the village website.]

- The residents were told a small portion of the front end of each driveway would be paved. Is there the option to pave the entire driveway if paid by the resident? [Rick Jones said the homeowner can talk to the contractor. The village would not pave the entire driveway.]
- The project design looks good, but a competitive bid would likely bring the cost down. [Andrew Brown said the cost estimate for the project is high to ensure there is enough funding.]
- Safety in the 'safety' criterion applies to whom? [Andrew Brown said to the safety and health of the community.]
- Residents on the street are concerned about safety and the quality of the road and the poor condition of the pipes that may allow contaminants to leach into the water. [Andrew Brown said the Lamoille Street project received a score of 24 out of 28 on the 'safety' criterion. Rick Jones added the water line was connected from Lamoille Street to Mansfield Avenue so the line no longer dead-ends and the water quality is improved.]
- Why is the street so low on the list to be done yet high on safety rating and community support? [Andrew Brown said re-ranking the project will help address the matter.]
- Where do projects originate and what about grants? [Andrew Brown said the capital review committee has ranked 50 projects to be done in the village based on information from Public Works and residents. Regarding grants, the state provides grant opportunities mainly. Regional Planning is a pass through of federal grants.]
- There were four new houses built on the street within the last four or five years which increased the tax base. Concessions were made for the building. Was this considered in the rating? [Andrew Brown said there is a 'positive economic impact' criterion that allows for increased development.]
- Explain the 'mandate' criterion. [Andrew Brown said a good example is the pedestrian bridge on Main Street that the state mandated must be replaced.]

Andrew Brown mentioned the emails that were received about the Lamoille Street project from Katie Rick and Karyn Roberts.

RE-RANK COMMUNITY SUPPORT CRITERION FOR LAMOILLE STREET PROJECT

The committee re-ranked the community support criterion to 22 which changed the overall ranking of Q – Lamoille Street to 50. The project advances from #21 on the list to #8 along with the Central Street water line project. Three projects are planned to be completed this year so that will further advance Lamoille Street to #5 or #6 on the list. The other key piece is funding. Lauren Morrisseau noted the Trustees increase the capital budget by 7% each year. This past year \$96,000 of the general fund surplus was transferred to the capital fund. In FY18 there will be a transfer of \$295,582 to the capital fund to help cover \$380,000 in costs for projects that do not have grants. It was noted a request to increase funding could mean an increase in taxes.

6. DISCUSS HOW CAPITAL PROJECTS ARE FUNDED

A strategic discussion of how capital projects are funded will be held at the next meeting.

7. APPROVE MINUTES

June 6, 2017

MOTION by Kevin Collins, SECOND by Amber Thibeault, to approve the 6/6/17 minutes as written. VOTING: unanimous (4-0); motion carried.

8. NEXT MEETING/AGENDA

Next meeting: September 5, 2017 at 6 PM

Agenda:

- Discuss how capital projects are funded and any recommended changes

9. ADJOURNMENT

MOTION by Tim Dall, SECOND by Kevin Collins, to adjourn the meeting.

VOTING: unanimous (4-0); motion carried.

The meeting was adjourned at 6:56 PM.

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