

**VILLAGE OF ESSEX JUNCTION**  
**CAPITAL PROGRAM REVIEW COMMITTEE MEETING**  
**SEPTEMBER 5, 2017 AT 6:00 PM**  
**LINCOLN HALL MEETING ROOM**  
**AGENDA**

1. Call to order
2. Agenda changes/additions
3. Public comments
4. Discuss how capital projects are funded and any recommended changes
5. Review and approve minutes of previous meeting 8/1/17

**VILLAGE OF ESSEX JUNCTION  
CAPITAL PROGRAM REVIEW COMMITTEE  
MINUTES OF MEETING  
September 5, 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:** None.

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**1. CALL TO ORDER**

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

**2. AGENDA**

There were no changes to the agenda.

**3. PUBLIC COMMENTS**

None.

**4. DISCUSSION: How capital projects are funded; Recommended changes**

There was discussion of developing a recommendation to the Trustees to “adequately fund the village’s capital program”. There was agreement further information is needed on the following:

- The amount of funding necessary to do all projects within the next 15 years.
- How long it would take to fund all existing projects.

There was continued discussion on the ranking, funding, and timeline of projects, and the need to ensure the ranking and timeline work together and not against one another.

Assignments:

- Committee members will identify short term projects (1-5 year), medium term projects (5-10 year), and long term projects (10+ year) for discussion at the next meeting.
- Andrew Brown will email the list of capital projects to Rick Jones.
- Rick Jones will review the remaining capital projects and rankings to identify any concerns/questions about the prioritized order.
- Andrew Brown will send an email to committee members elaborating on the capital committee purpose and function.

**5. APPROVE MINUTES**

*August 1, 2017*

Postponed to the next meeting.

**6. NEXT MEETING/AGENDA**

Next meeting: October 3, 2017 at 6 PM

**7. ADJOURNMENT**

**MOTION by Amber Thibeault, SECOND by Kevin Collins, to adjourn the meeting.**

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

The meeting was adjourned at 6:55 PM.

*From AB notes: MERiordan*