

**VILLAGE OF ESSEX JUNCTION
CAPITAL PROGRAM REVIEW COMMITTEE MEETING
MINUTES OF MEETING
October 6, 2020**

COMMITTEE: Amber Thibeault (Chair); Kevin Collins; Tim Dall; Karen Dolan; Steve Shaw.

ADMINISTRATION: Rick Jones, Public Works Superintendent; Jim Jutras, Water Quality Superintendent; Sarah Macy, Finance Director/ Assistant Manager; Evan Teich, Unified Manager.

OTHERS PRESENT: Betsy Dunn; Irene Wrenner.

1. CALL TO ORDER

Mr. Teich called the meeting to order at 6:00 PM.

2. ELECT CHAIR

Mr. Teich took a motion for nomination of chair.

TIM DALL made a motion, seconded by STEVE SHAW, to nominate Amber Thibeault for Chair. The motion passed 5-0.

Ms. Thibeault took a motion for nomination of co-chair.

STEVE SHAW made a motion, seconded by AMBER THIBEAULT, to nominate Tim Dall as Vice Chair. The motion passed 5-0.

3. AGENDA ADDITIONS/ CHANGES

There were no changes or additions to the agenda.

4. PUBLIC COMMENTS

There were no comments from the public.

5. DISCUSSION TOPICS

a. Update Priority List, with considerations for:

- Replace Main Street water line
- Densmore Drive and Brickyard Culverts
- Remove South Street drainage
- Iroquois Avenue
- Update on Railroad Avenue

Mr. Teich introduced the discussion items. Ms. Macy said the Capital Project list will be ranked again in the next few months and she provided the chart of ranked projects. She said there are funds available in the capital reserve.

- **Replace Main St. Water Line:** Mr. Jones talked about the Main Street water line's recent history of breaking, including valve failures and rust related failures. He cautioned it needs to be replaced before large failures occur. He explained where the waterline is located, underground from 81 Main Street to the water tower near the McCuin property. He said replacing the water line will include digging under curbs, a road, a bike lane, across route 15 and through a field, so traffic challenges are expected. The dig would happen close to the old waterline and the new waterline would be laid there. Hamlin Engineering is doing an assessment and costs will be presented at a future meeting. Mr. Teich said he would look at financing. Ms. Thibeault wondered if other projects on the capital list would be impacted or maybe done in concert.

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- **Densmore Drive and Brickyard Culverts:** Mr. Jutras said the Halloween storm's culvert failure accelerated the Densmore and Brickyard culvert replacements. The proposal is to finish the lower culvert, then work upstream on other culvert replacements. He said they secured preliminary costs and grant funds are available. The water comes along a riverbed that is primarily clay, which causes corrosion and weakens pipes. If water gets around the culvert it can wash out the road. Mr. Teich said there is still FEMA funding left and Public Works has already done some work.

The committee members talked about whether to reprioritize the list for this project or split it into two projects and then reprioritize. Ms. Macy suggested not splitting the project but continue to see it as one, as originally designed prior to the wash-out. Mr. Jutras stressed that this combined project continues to be a top priority, well above all other projects. He said he would request that the engineer already working on the Densmore Drive project continue as a sole-source contractor for the Brickyard Culverts.

KAREN DOLAN made a motion, seconded by STEVE SHAW, that the Densmore Drive and Brickyard culverts remain at the top of the project list and that they move forward to the Village Trustees for approval of the contract. The motion passed 5-0.

- **Remove South Street drainage:** Mr. Jones said Public Works worked with property owners to solve drainage problems on South Street. Mr. Jutras said the capital project will come off the priorities list but may return as part of a different project to address permit requirements for storm water into the Winooski Basin, related to phosphorous removal. Ms. Macy noted that pulling the project will reallocate funds to other project priorities.

KAREN DOLAN made a motion, seconded by Steve Shaw, to remove the South street drainage project from the priority list, based on recommendation from staff. The motion passed 5-0.

- **Iroquois Avenue:** Ms. Macy discussed ways to fund this project based on pulling the South Street project and reprioritizing funds. This project would resolve frequent water breaks on the Iroquois water line.
- **Update on Railroad Avenue:** Mr. Jutras said this storm water line project would fix and solve various problems, including Winooski Basin phosphorous, water drinking quality, and fire water flow. He talked about ongoing issues with getting an approval from the railroad to renew an easement for the project. He said this project was going to also leverage the Amtrak Station project, which is also currently stalled.

6. REVIEW AND APPROVE MINUTES:

a. Approve Minutes: February 4, 2020

TIM DALL made a motion, second by KAREN DOLAN, to approve the minutes of February 4, 2020. The motion passed 5-0.

7. ADJOURN

KAREN DOLAN made a motion, second by STEVE SHAW, to adjourn the meeting. The motion passed 5-0; the meeting adjourned at 7:00 PM.

Respectfully Submitted,
Cathy Ainsworth
Recording Secretary

Approved this ____ day of _____, 2019