



**CITY OF ESSEX JUNCTION
CAPITAL PROGRAM REVIEW COMMITTEE
NOTICE AND AGENDA**

Online Only
Essex Junction, VT 05452
Tuesday, October 1, 2024
6:00 PM

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This meeting will be available remotely; there will be no in-person location for this meeting. Options to watch or join the meeting remotely:

- **JOIN ONLINE:** [Join Zoom Meeting](#)
- **JOIN CALLING (toll free audio only):** (888) 788-0099 | Meeting ID: 832 5366 1622; Passcode: 189879
- **PROVIDE FULL NAME:** For minutes, please provide your full name whenever prompted.

1. **CALL TO ORDER** [6:00 PM]
2. **AGENDA ADDITIONS/CHANGES**
3. **PUBLIC COMMENTS**
4. **DISCUSSION ITEMS**
 - a. Review draft capital plan to be presented to Council with FY26 Budget
 - b. Re-rank project FFF (financing source category only)
 - c. Meeting location during 2 Lincoln renovation
5. **REVIEW AND APPROVE MINUTES**
 - a. Approve minutes: July 2, 2024
6. **READING FILE**
 - a. Show Me the Money! VT AOT Grants - A guide for Municipalities
<https://localroads.vermont.gov/sites/localroads/files/files/resources/Show%20Me%20the%20Money%20Guide%20-%20Jan%202023.pdf>
 - b. Iroquois Waterline Project Memo – City Council Packet 091124
7. **ADJOURN**

Members of the public are encouraged to speak during the Public Comments agenda item, or when recognized by the Chair during consideration of a specific agenda item. Public comments are limited to a three minute rule unless waived by the Chair. This agenda is available in alternative formats upon request. Meetings of the Capital Program Review Committee, like all programs and activities of the City of Essex Junction, are accessible to people with disabilities. For information on accessibility or this agenda, call the Finance office at 802-878-6944 TTY: 7-1-1 or (800) 253-0191.

General Fund Capital Reserve Fund Balance

	FY24	FY25	FY26	FY27	FY28	FY29	FY30	FY31	FY32
Beginning Fund Balance	1,073,157	1,498,111	1,381,397	1,932,526	1,350,815	1,882,681	2,490,779	2,624,127	3,197,699
Planned Spending	(201,976)	(1,717,376)	(908,325)	(2,105,812)	(1,063,320)	(1,048,026)	(1,608,387)	(1,262,337)	(1,037,212)
Revenue Sources									
<i>General Fund Transfer In</i>	531,585	584,744	643,218	707,540	778,294	856,123	941,735	1,035,909	1,139,500
<i>CVE Annual Contribution</i>	15,606	15,918	16,236	16,561	16,892				
<i>LOT Transfer In</i>	79,739	1,000,000	800,000	800,000	800,000	800,000	800,000	800,000	800,000
<i>Misc. Donations and Interest Earnings</i>									
<i>Summary Stormwater Grants</i>									
<i>Brickyard Culvert</i>									
<i>Vtrans Structures Grant-Main St. Ped Bridge</i>									
<i>Crescent Connector Grant</i>									
<i>Pearl St. Missing Link Grants</i>									
<i>FEMA - Densmore Drive (Oct 2019 event) and State 15%</i>									
Total Revenues	626,930	1,600,662	1,459,454	1,524,101	1,595,186	1,656,123	1,741,735	1,835,909	1,939,500
Ending Fund Balance	1,498,111	1,381,397	1,932,526	1,350,815	1,882,681	2,490,779	2,624,127	3,197,699	4,099,987

annual planned increase GF transfer in: 10%

Rolling Stock Fund Balance

	FY24	FY25	FY26	FY27	FY28	FY29	FY30	FY31	FY32
Beginning Fund Balance	701,305	655,585	319,942	275,580	(1,448)	244,329	1,978,722	838,930	632,140
Planned Spending									
<i>Streets</i>	(315,420)	(325,500)	(275,000)	(599,150)	(103,200)	(170,000)	(274,300)	(303,750)	(455,000)
<i>Fire</i>	-	(293,593)	(70,000)	-	-	-	(900,000)	-	(97,571)
Total Spending	(315,420)	(619,093)	(345,000)	(599,150)	(103,200)	(170,000)	(1,174,300)	(303,750)	(552,571)
Debt Payments (fire truck)						1,521,846	(390,000)	(380,000)	(370,000)
Revenue Sources									
<i>Highway General Fund Transfer In</i>	151,440	158,865	168,146	179,748	194,250	212,377	235,037	263,361	298,766
<i>Fire General Fund Transfer In</i>	118,260	124,585	132,491	142,374	154,728	170,169	189,472	213,600	243,760
<i>Vac Truck Rental</i>									
<i>Sale of Assets</i>									
<i>Interest Earnings</i>									
Total Revenues	269,700	283,450	300,638	322,122	348,977	382,547	424,508	476,960	542,526
Ending Fund Balance	655,585	319,942	275,580	(1,448)	244,329	1,978,722	838,930	632,140	252,095

annual planned increase Highway GF transfer in: 25% 5,940 7,425 9,281 11,602 14,502 18,127 22,659 28,324 35,405

annual planned increase Fire GF transfer in: 25% 5,060 6,325 7,906 9,883 12,354 15,442 19,302 24,128 30,160

Water Fund Capital Reserve Balance

	FY24	FY25	FY26	FY27	FY28	FY29	FY30	FY31	FY32
Beginning Fund Balance	811,787	1,014,327	710,716	1,007,681	1,346,713	1,672,694	1,534,558	1,548,315	2,038,453
Planned Spending	(23,363)	(556,193)	(10,584)	(23,514)	(5,591)	(524,762)	(427,942)	(6,657)	(24,928)
Debt Payments (previous FY35, Main St. water line FY53, lead service line FY32)	(234,096)	(257,418)	(252,452)	(247,454)	(328,427)	(323,374)	(318,301)	(313,205)	(308,084)
Revenue Sources									
<i>Transfer In from Water Operating Budget</i>	460,000	510,000	560,000	610,000	660,000	710,000	760,000	810,000	860,000
<i>Interest Earnings</i>									
<i>Vac Truck Rental</i>									
Total Revenues	460,000	510,000	560,000	610,000	660,000	710,000	760,000	810,000	860,000
Ending Fund Balance	1,014,327	710,716	1,007,681	1,346,713	1,672,694	1,534,558	1,548,315	2,038,453	2,565,441

Wastewater Fund Capital Reserve Balance

	FY24	FY25	FY26	FY27	FY28	FY29	FY30	FY31	FY32
Beginning Fund Balance	1,756,786	1,925,829	1,828,791	2,217,653	2,649,515	3,031,377	3,568,239	4,125,102	4,701,964
Planned Spending	(268,500)	(553,900)	(88,000)	(65,000)	(135,000)	-	-	-	-
Debt Payments (ARRA Stimulus Loan ends FY31)	(2,457)	(3,138)	(3,138)	(3,138)	(3,138)	(3,138)	(3,138)	(3,138)	
Revenue Sources									
<i>Transfer In from Wastewater Operating Budget</i>	440,000	460,000	480,000	500,000	520,000	540,000	560,000	580,000	600,000
<i>Interest Earnings</i>									
Total Revenues	440,000	460,000	480,000	500,000	520,000	540,000	560,000	580,000	600,000
Ending Fund Balance	1,925,829	1,828,791	2,217,653	2,649,515	3,031,377	3,568,239	4,125,102	4,701,964	5,301,964

Sanitation Fund Capital Reserve Balance

	FY24	FY25	FY26	FY27	FY28	FY29	FY30	FY31	FY32
Beginning Fund Balance	200,277	51,548	39,975	90,326	150,590	76,993	139,712	165,703	302,382
Planned Spending	(168,897)	(115,130)	(3,326,988)	(62,096)	(122,218)	(40,000)	(130,829)	(54,240)	(40,000)
Debt Payments (HS Pump Station Upgrade RF1-157 FY34 and ARRA Stimulus Loan FY31)	(82,000)	(81,344)	(81,760)	(81,318)	(81,318)	(81,318)	(81,317)	(81,317)	(67,119)
Estimated Debt Payment on Pump Station Upgrades (\$3,250,000 for 20 yrs @ 3.66%)				(99,017)	(278,350)	(272,409)	(266,468)	(260,527)	(254,586)
Revenue Sources									
<i>Transfer In from Sanitation Operating Budget</i>	95,000	172,000	222,000	272,000	322,000	372,000	422,000	452,000	482,000
<i>Allocation Fee Revenue</i>	7,168								
<i>Bond Funding ESTIMATE ONLY</i>		12,900	3,237,100						
<i>Town Share (50% of West St pump station) ESTIMATE ONLY</i>				30,695	86,289	84,447	82,605	80,763	78,922
<i>Interest Earnings</i>									
Total Revenues	102,168	184,900	3,459,100	302,695	408,289	456,447	504,605	532,763	560,922
Ending Fund Balance	51,548	39,975	90,326	150,590	76,993	139,712	165,703	302,382	501,599

Fund	Dept	Project	Rank	Project #	Date of Est.	Est. \$	FY24	FY25	FY26	FY27	FY28	FY29	FY30	FY31	FY32
GFC	Streets	Railroad Ave. Waterline So. of Lincoln Pl. to Central Ave.		1 Y	8/17/23	244,672				116,927					
WA	Water	Railroad Ave. Waterline So. of Lincoln Pl. to Central Ave.		1 Y	8/17/23	244,672				127,745					
GFC	Streets	Iroquois Ave Road and Waterline rebuild		2 OOO/PPP	8/17/23	2,063,639	111,976	1,520,449							
SAN	Sanitation	Iroquois Ave Road and Waterline rebuild		2 OOO/PPP	8/17/23	2,063,639				13,050					
WA	Water	Iroquois Ave Road and Waterline rebuild		2 OOO/PPP	8/17/23	2,063,639				418,164					
GFC	Streets	Multi use path through ANR from West St to Pearl St		3 FFF	8/17/23	828,325			828,325						
GFC	Streets	Sidewalk and road West St to Susie Wilson		4 UU	8/17/23	1,094,502				1,081,872					
WA	Water	Sidewalk and road West St to Susie Wilson		4 UU	8/17/23	1,094,502				12,631					
GFC	Streets	Rosewood Lane Sidewalk/Roadway Reconstruction		5 III	8/17/23	1,762,306					845,720	845,720			
SAN	Sanitation	Rosewood Lane Sidewalk/Roadway Reconstruction		5 III	8/17/23	1,762,306				70,866					
GFC	Streets	Algonquin Ave Waterline		6 C	8/17/23	281,576							202,306		
WA	Water	Algonquin Ave Waterline		6 C	8/17/23	281,576							79,270		
WA	Water	Waterline 235 Pearl St to Susie Wilson Rd		7 V	8/17/23	445,492							445,492		
GFC	Streets	Replace waterline, road and storm drainage North St		8 QQQ	8/17/23	1,989,157								1,548,387	
SAN	Sanitation	Replace waterline, road and storm drainage North St		8 QQQ	8/17/23	1,989,157								12,829	
WA	Water	Replace waterline, road and storm drainage North St		8 QQQ	8/17/23	1,989,157								427,942	
GFC	Streets	Pleasant St. Road Reconstruction		9 NNN	8/17/23	1,283,234								1,262,337	
SAN	Sanitation	Pleasant St. Road Reconstruction		9 NNN	8/17/23	1,283,234								14,240	
WA	Water	Pleasant St. Road Reconstruction		9 NNN	8/17/23	1,283,234								6,657	
GFC	Streets	West St. Sidewalk South St. to Clems Dr.		10 VV	8/17/23	812,140									787,212
WA	Water	West St. Sidewalk South St. to Clems Dr.		10 VV	8/17/23	812,140									24,928
GFC	Streets	Pearl St. Lighting & Sidewalk Wiley's Ct, to West st.		11 TT	8/17/23	1,858,391									
WA	Water	Pearl St. Lighting & Sidewalk Wiley's Ct, to West st.		11 TT	8/17/23	1,858,391									
GFC	Streets	West St. & West St. Ext. Intersection Improvements		12 BBB	8/17/23	107,436									
GFC	Streets	Old Colchester Rd new sanitary sewer		13 T	8/17/23	1,114,000									
SAN	Sanitation	Old Colchester Rd new sanitary sewer		13 T	8/17/23	1,114,000									
GFC	Streets	Central St waterline		14 H	8/17/23	1,584,255									
SAN	Sanitation	Central St waterline		14 H	8/17/23	1,584,255									
WA	Water	Central St waterline		14 H	8/17/23	1,584,255									
GFC	Streets	Main Street Indian Brook Bridge Replacement		15 VVV	8/17/23	1,818,036									
WA	Water	Main Street Indian Brook Bridge Replacement		15 VVV	8/17/23	1,818,036									
GFC	Streets	Main St. Sidewalk & Lighting Bridge to Crestview		16 YYA	8/17/23	314,677									
GFC	Streets	West St waterline replacement So Summit St to Hayden Dr		17 HH	8/17/23	1,232,562									
WA	Water	West St waterline replacement So Summit St to Hayden Dr		17 HH	8/17/23	1,232,562									
GFC	Streets	Main Street Pedestrian Bridge and Sidewalk		18 UUU-Phase I	1/26/24	609,372									
GFC	Streets	Main Street Pedestrian Bridge and Sidewalk		18 UUU-Phase II	1/26/24	806,803									
SAN	Sanitation	Main Street Pedestrian Bridge and Sidewalk		18 UUU-Phase I	1/26/24	609,372									
SAN	Sanitation	Main Street Pedestrian Bridge and Sidewalk		18 UUU-Phase II	1/26/24	806,803									
GFC	Buildings	Lincoln Hall Parking Lot		19 HHH	8/17/23	46,695									
GFC	Streets	Main St. Drainage Curb & Sidewalk Pleasant to Bridge		20 KK	8/17/23	693,410									
SAN	Sanitation	Main St. Drainage Curb & Sidewalk Pleasant to Bridge		20 KK	8/17/23	693,410									
GFC	Streets	River St section A new curb and sidewalk Park St to Stanton Dr		21 Z	8/17/23	246,625									
GFC	Streets	River St section B new curb and sidewalk Stanton Dr to Riverside in the Village		22 AA	8/17/23	358,536									
GFC	Streets	Abnaki Road Reconstruction		23 A	8/17/23	405,862									
GFC	Streets	Orchard Terrace Sidewalk Replacement		24 U	8/17/23	217,894									
GFC	Streets	South St waterline replacement Park St to Doon Way		25 CC	8/17/23	1,112,268									
WA	Water	South St waterline replacement Park St to Doon Way		25 CC	8/17/23	1,112,268									
GFC	Streets	Church St waterline replacement Main St to East St		26 I	8/17/23	341,597									
WA	Water	Church St waterline replacement Main St to East St		26 I	8/17/23	341,597									
GFC	Streets	Grant St waterline replacement Jackson St to Maple St		27 L	8/17/23	437,075									
WA	Water	Grant St waterline replacement Jackson St to Maple St		27 L	8/17/23	437,075									
GFC	Fire	Air Packs (placed in service 2020)													250,000
GFC	Fire	Radio Replacement Program-antennas, dispatch modules, Bridgham Hill tower (every 5 years)								50,000					
GFC	Fire	SCBA Compressor (placed in service 2020)													
GFC	Fire	Thermal Cameras (placed in service 2022)												60,000	
GFC	General	Facilities Assessment (Public Works, Fire Station)					20,000								
GFC	Stormwater	Hiawatha infiltration system for phosphorus-move to SW capital when formed			10/1/22		50,000			973,940					

Fund	Dept	Project	Rank	Project #	Date of Est.	Est. \$	FY24	FY25	FY26	FY27	FY28	FY29	FY30	FY31	FY32
GFC	Stormwater	Sliplining of pipes (3)-move to SW capital when formed				60,000		30,000	30,000						
GFC	Stormwater	Old Colchester Box Culvert rehab			9/1/23	100,000		50,000	50,000						
GFC	Stormwater	Phosphous Control project South St			3/1/21	170,000					217,600				
GFC	Streets	Crescent Connector Park St. to Main St.													
GFC	Streets	Public Works facility (FY24 study, FY25, final design/construction)					20,000								
RS	Fire	Command Vehicle (addition to fleet - existing command vehicle will become first response vehicle)							70,000						
RS	Fire	Ladder - 2012 Pierce 8L3													
RS	Fire	Pickup - 2019 Ford 8C9													97,571
RS	Fire	Pumper - 2008 8E5											900,000		
RS	Fire	Pumper - 2018 Pierce 8E7													
RS	Fire	Ladder - 2012 Pierce 8L3 Frame Replacement						293,593							
RS	Streets	Compressor - 2017 Sullair #13									31,200				
RS	Streets	Dumptruck - 2012 International #7					248,399								
RS	Streets	Dumptruck - 2013 Freightliner #5						262,500							
RS	Streets	Dumptruck - 2014 Freightliner #6								287,500					
RS	Streets	Dumptruck - 2016 Freightliner #34							275,000						
RS	Streets	Loader - 2014 Cat #9												303,750	
RS	Streets	Pickup - 2013 Silverado #4					52,021								
RS	Streets	Pickup - 2016 Silverado #3						63,000							
RS	Streets	Pickup - 2019 Silverado #1									72,000				
RS	Streets	Pickup 1 Ton - 2019 Silverado #15								69,000					
RS	Streets	Sidewalk Plow - 2017 Prinoth PW4S #10								242,650					
RS	Streets	Sidewalk Plow - 2021 Prinoth SW50S #11											274,300		
RS	Streets	Trailer Mounted Boom Lift - 2019 #35										45,000			
RS	Streets	Vacuum Sweeper - 2013 Johnston #16													455,000
RS	Streets	Wheel Loader - 2019 Neuson Wacker #38										125,000			
RS	Streets	Landscape Trailer					15,000								
SAN	Sanitation	Collection system capacity study			10/21/22	85,000	28,300	28,300	28,400						
SAN	Sanitation	HS Pump Station Gas Detection System					15,325								
SAN	Sanitation	Manhole Rehab/Sliplining					40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000
SAN	Sanitation	Maple and River St pump station retrofit			7/31/23	1,236,260		5,160	1,231,100						
SAN	Sanitation	Pump Station Evaluation (River, Maple, West)-done in FY23, when do we need to schedule this out again?													
SAN	Sanitation	Trailer Pump									TBD				
SAN	Sanitation	Meter replacement program					20,272	20,880	21,488	22,096	11,352				
SAN	Sanitation	West St pump station retrofit (50% by Town)			7/31/23	2,013,740		7,740	2,006,000						
SAN	Sanitation	Susie Wilson Rd pump station (20 year)													
SAN	Sanitation	Pickup Truck											78,000		
SAN	Sanitation	Emergency Lincoln St Repair					65,000								
WA	Water	Meter replacement program					23,363	10,284	10,584	10,883	5,591				
WA	Water	Water Pickup Truck													
WA	Water	Backhoe													
WA	Water	Water Pickup Truck													
WW	Wastewater	10 year engineer evaluation					50,000								
WW	Wastewater	Aeration header replacement Side A/Side B			11/29/22	20,000			10,000	10,000					
WW	Wastewater	Automatic Samplers			10/5/22	27,000	27,000								
WW	Wastewater	Capital Planning - 20 Year (FY28)											TBD		
WW	Wastewater	Catwalk addition to filter building							TBD						
WW	Wastewater	Control Building Pump Gallery Submersible Pumps					25,000								
WW	Wastewater	Digester Cleaning			12/2/22	85,000	42,500	52,500							
WW	Wastewater	Effluent Filter Cloths (recurring 5-7 years)			4/1/22					45,000					
WW	Wastewater	Energy Cons. Measures Design, install.						10,000	10,000	10,000					
WW	Wastewater	eX-mark Mower							12,000						
WW	Wastewater	Concrete Crack Sealing (annual amount for routine maintenance TBD)									10,000				
WW	Wastewater	Headworks Screen													
WW	Wastewater	Lab renovation			11/29/22				16,000						
WW	Wastewater	Oxygen reduction potential controller replacement			12/2/22		14,000								
WW	Wastewater	Digester Block Re-Face									125,000				

Fund	Dept	Project	Rank	Project #	Date of Est.	Est. \$	FY24	FY25	FY26	FY27	FY28	FY29	FY30	FY31	FY32
WW	Wastewater	Service truck with body and crane					60,000								
WW	Wastewater	Vt Phos Challenge PePhlo pilot					50,000	100,000							
WW	Wastewater	Generator for admin building						52,000							
WW	Wastewater	Digester flare & flame arrestor replacement			12/4/23	230,000		248,400							
WW	Wastewater	Flow EQ Blowers						40,000	40,000						
WW	Wastewater	Wheel Loader Replacement (2018)													
WW	Wastewater	Waste Primary Sludge #2 upsize						40,000							
WW	Wastewater	IT Upgrades						11,000							

9/10/2024 15:11		Y - Railroad Ave	OOO & PPP - Iroquois		FFF - West of Pearl Street	UU - Pearl Street	III - Rosewood Lane	C - Algonquin Ave	V - Pearl Street	QQQ - North Street	NNN - Pleasant Street	VV - West Street
Rating Criteria	Max points	Waterline Lincoln Pl to Central	Road and waterline rebuild - waterline loop Cherokee (conventional construction)	Road and waterline rebuild - waterline loop Cherokee (innovative construction)	Multi-use path through ANR from West St to Pearl St	Sidewalk and road West Street to Susie Wilson	Road and Sidewalk Replacement	New waterline Cherokee Ave to Iroquois Ave	Waterline 235 Pearl to Susie Wilson	Replace waterline, road, and storm drainage	Rebuild roadway	Sidewalk South Street to Clems Drive
Safety & Health	28	24	24	24	19	18	18	28	18	24	12	18
Mandates	26	0	0	0	0	0	0	0	0	0	0	0
Remaining Service Life	24	18	18	18	n/a	12	18		12	18	18	12
Community Support	24	12	12	12	17	17	13	12	12	12	16	12
Financing Source	20	4	0	0	18	0	0	0	0	0	0	0
Timing/Linkages	16	0	3	3	0	0	0	12	0	0	0	0
Positive Economic Impact	12	8	0	0	1	4	0	0	8	0	0	1
Cost of Deferral	10	0	2	2	0	0	0	0	0	0	0	0
Efficiencies	8	0	4	4	0	0	4	2	0	0	3	0
Service Improvements	8	7	4	4	3	4	4	8	6	4	3	4
Alignment with City Priorities	6	4	2	2	6	6	3	0	3	0	2	6
Other	4	0	3	3	2	2	2	0	2	2	3	2
Total		77	72	72	66	63	62	62	61	60	57	55
Engineering		\$ 40,779	\$ 306,867	\$ 314,792	\$ 132,254	\$ 174,752	\$ 268,826	\$ 46,929	\$ 74,249	\$ 303,431	\$ 195,748	\$ 129,669
Pavement		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Roadway		\$ 97,440	\$ 1,303,139	\$ 1,344,990	\$ -	\$ 276,202	\$ 1,257,186	\$ 168,588	\$ -	\$ 1,028,309	\$ 1,045,761	\$ -
Waterline		\$ 106,454	\$ 352,559	\$ 354,376	\$ -	\$ 10,614	\$ -	\$ 66,058	\$ 371,243	\$ 362,662	\$ 5,642	\$ 20,948
Sanitary Sewer		\$ -	\$ 10,968	\$ 11,059	\$ -	\$ -	\$ 60,056	\$ -	\$ -	\$ 10,872	\$ 12,068	\$ -
Storm Drainage		\$ -	\$ 27,460	\$ 27,641	\$ -	\$ 58,760	\$ 15,969	\$ -	\$ -	\$ 179,573	\$ 24,016	\$ -
Sidewalk		\$ -	\$ 10,689	\$ 10,780	\$ 696,072	\$ 574,174	\$ 160,268	\$ -	\$ -	\$ 104,310	\$ -	\$ 661,523
Project Total		\$ 244,672	\$ 2,011,681	\$ 2,063,639	\$ 828,325	\$ 1,094,502	\$ 1,762,306	\$ 281,576	\$ 445,492	\$ 1,989,157	\$ 1,283,234	\$ 812,140
Water Fund		\$ 127,745	\$ 416,020	\$ 418,164	\$ -	\$ 12,631	\$ -	\$ 79,270	\$ 445,492	\$ 427,942	\$ 6,657	\$ 24,928
Sanitation Fund		\$ -	\$ 12,943	\$ 13,050	\$ -	\$ -	\$ 70,866	\$ -	\$ -	\$ 12,829	\$ 14,240	\$ -
General Fund		\$ 116,927	\$ 1,582,719	\$ 1,632,425	\$ 828,325	\$ 1,081,872	\$ 1,691,439	\$ 202,306	\$ -	\$ 1,548,387	\$ 1,262,337	\$ 787,212
Priority		1	2	2	3	4	5	6	7	8	9	10
Projected Fiscal Year of Project		FY25	FY25	FY25	FY26	FY27	FY28 & FY29	FY29	FY29	FY30	FY31	FY32

9/10/2024 15:11	TT - Pearl Street	BBB - West Street (12/2 minutes for ranking)	T - Old Colchester Road	H - Central Street	VVV - Main Street Indian Brook Bridge Replacement	YYA - Main Street	HH - West Street	UUU - Main Street Pedestrian Bridge and Sidewalk		HHH - Lincoln Hall	KK - Main Street	Z - River Street
Rating Criteria	Sidewalk and lighting Wileys Ct to West Street Ext	West St and West St Extension intersection	New sanitary sewer	Waterline	replace existing vehicle and pedestrian bridges with one bridge	New sidewalk and lighting from bridge to crestview on west side	Waterline replacement South Summit to Hayden Dr	Phase I - New pedestrian bridge at Indian Brook, new sidewalk from bridge to Crestview	Phase II - New sidewalk Crestview to top of hill, new curb and sidewalk top of hill to Athens Dr	Senior bus parking	Drainage, Curb & Sidewalk Pleasant to Bridge, elevate Educational Dr intersection	Section A new curb and sidewalk Park St to Stanton Dr
Safety & Health	18	24	16	24	14	20	22	22	22	15	18	14
Mandates	0	0	0	0	0	0	0	0	0	0	0	0
Remaining Service Life	12	12	n/a		6	0		n/a	n/a	0	0	n/a
Community Support	14	20	12	12	12	15	12	12	12	14	12	12
Financing Source	0	0	0	0	1	0	0	0	0	0	0	0
Timing/Linkages	0	0	0	0	0	0	0	0	0	0	0	2
Positive Economic Impact	3	0	8	0	0	0	0	0	0	1	0	2
Cost of Deferral	0	0	0	0	0	0	4	0	0	5	0	0
Efficiencies	0	0	0	0	0	0	0	0	0	0	0	0
Service Improvements	4	4	8	8	5	5	6	4	6	5	5	4
Alignment with City Priorities	3	4	6	3	6	4	0	6	6	3	3	6
Other	1	2	0	0	2	2	2	1	2	2	3	0
Total	55	54	50	47	46	46	46	45	48	45	41	40
Engineering	\$ 283,483	\$ 17,906	\$ 177,866	\$ 241,666	\$ 277,328	\$ 52,446	\$ 188,018	\$ 97,295	\$ 128,817	\$ 7,783	\$ 110,713	\$ 41,104
Pavement	\$ -	\$ 10,048	\$ -	\$ -	\$ 26,272	\$ -	\$ -	\$ 3,609	\$ 75,434	\$ -	\$ 61,533	\$ -
Roadway	\$ 220,902	\$ 54,789	\$ 639,125	\$ 796,242	\$ 1,334,144	\$ -	\$ 417,017	\$ 33,077	\$ 257,240	\$ -	\$ 276,122	\$ 39,054
Waterline	\$ 8,410	\$ -	\$ -	\$ 450,365	\$ 83,400	\$ -	\$ 627,527	\$ -	\$ -	\$ -	\$ -	\$ -
Sanitary Sewer	\$ -	\$ -	\$ 297,010	\$ 7,255	\$ -	\$ -	\$ -	\$ 4,703	\$ 4,391	\$ -	\$ 9,610	\$ -
Storm Drainage	\$ 22,002	\$ 19,777	\$ -	\$ 14,981	\$ 63,618	\$ -	\$ -	\$ -	\$ 96,083	\$ -	\$ 104,744	\$ 36,338
Sidewalk	\$ 1,323,593	\$ 4,916	\$ -	\$ 73,746	\$ 33,274	\$ 262,231	\$ -	\$ 470,690	\$ 244,838	\$ 38,913	\$ 130,688	\$ 130,129
Project Total	\$ 1,858,391	\$ 107,436	\$ 1,114,000	\$ 1,584,255	\$ 1,818,036	\$ 314,677	\$ 1,232,562	\$ 609,372	\$ 806,803	\$ 46,695	\$ 693,410	\$ 246,625
Water Fund	\$ 9,924	\$ -	\$ -	\$ 531,431	\$ 98,412	\$ -	\$ 740,482	\$ -	\$ -	\$ -	\$ -	\$ -
Sanitation Fund	\$ -	\$ -	\$ 353,441	\$ 8,561	\$ -	\$ -	\$ -	\$ 5,596	\$ 5,226	\$ -	\$ 11,436	\$ -
General Fund	\$ 1,848,467	\$ 107,436	\$ 760,559	\$ 1,044,263	\$ 1,719,625	\$ 314,677	\$ 492,080	\$ 603,776	\$ 801,577	\$ 46,695	\$ 681,975	\$ 246,625
Priority	11	12	13	14	15	16	17	18	18	19	20	21
Projected Fiscal Year of Project	<i>FY33</i>	<i>FY33</i>	<i>FY34</i>	<i>FY35</i>	<i>FY36</i>	<i>FY37</i>	<i>FY37</i>	<i>FY38</i>	<i>FY39</i>	<i>FY38</i>	<i>FY39</i>	<i>FY40</i>

9/10/2024 15:11	AA - River Street	A - Abnaki Avenue	U - Orchard Terrace	CC - South Street	I - Church Street	L - Grant Street	Totals
Rating Criteria	Section B new curb and sidewalk Stanton Dr to Riverside in the Village	Road Reconstruction	Sidewalk long stretch & cul-de-sac	Waterline replacement Park St to Doon Way	Waterline replacement Main St to East St	Waterline replacement Jackson St to Maple St	
Safety & Health	14	12	8	13	14		
Mandates	0	0	0	0	0		
Remaining Service Life	n/a	6	6				
Community Support	12	14	12	12	12		
Financing Source	0	0	0	0	0		
Timing/Linkages	2	0	0	0	0		
Positive Economic Impact	2	0	0	0	0		
Cost of Deferral	0	0	0	0	0		
Efficiencies	0	0	4	0	0		
Service Improvements	4	2	4	6	2		
Alignment with City Priorities	6	2	1	2	0		
Other	0	3	2	0	0		
Total	40	39	37	33	28	0	
Engineering	\$ 59,756	\$ 67,644	\$ 36,316	\$ 177,589	\$ 56,933	\$ 72,846	\$ 4,083,803
Pavement	\$ -	\$ -	\$ -	\$ -	\$ 25,763	\$ 29,494	\$ 232,153
Roadway	\$ 52,886	\$ 338,219	\$ -	\$ 163,836	\$ -	\$ 78,735	\$ 11,223,000
Waterline	\$ -	\$ -	\$ -	\$ 576,982	\$ 258,901	\$ 256,001	\$ 3,912,142
Sanitary Sewer	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 427,992
Storm Drainage	\$ 197,688	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 888,651
Sidewalk	\$ 48,206	\$ -	\$ 181,578	\$ 193,862	\$ -	\$ -	\$ 5,354,479
Project Total	\$ 358,536	\$ 405,862	\$ 217,894	\$ 1,112,268	\$ 341,597	\$ 437,075	\$ 26,122,220
Water Fund	\$ -	\$ -	\$ -	\$ 686,608	\$ 310,682	\$ 307,201	\$ 4,643,586
Sanitation Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 508,188
General Fund	\$ 358,536	\$ 405,862	\$ 217,894	\$ 425,660	\$ 30,916	\$ 129,874	\$ 20,970,446
Priority	22	23	24	25	26	27	
Projected Fiscal Year of Project	FY40	FY40	FY40+	FY40+	FY40+	FY40+	

**City of Essex Junction
Capital Projects
Construction Cost Estimate**

Pearl Street

Cost Reference Date: 8/17/2023

Multi-use Path through ANR from West St. to Pearl St.

Estimate Preparation Date: 8/17/2023

Original Capital Plan Date: 5/1/2016

Primary Project Reason:

To provide a safe pedestrian and bicycle connection between West Street and Pearl Street, through the State parcel, as the nearest rail crossings are at West Street Extension and South Summit Street.

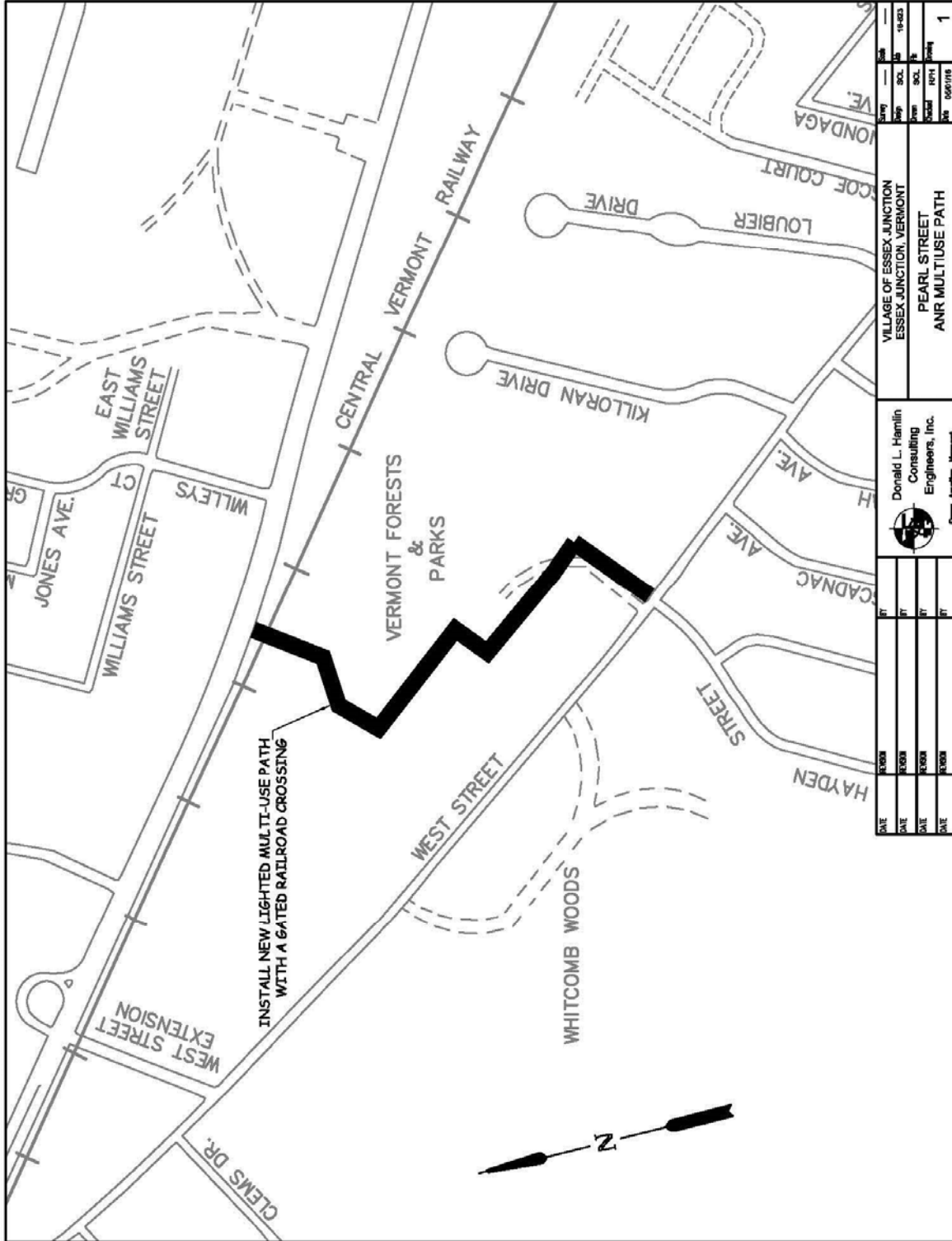
Secondary Project Reason:

A new multi-use path would provided greatly improved access to the community gardens and the dog park from Pearl Street and its adjacent neighbors.

Assumptions:


O	Pavement Overlay	
R	Roadway Reconstruction	
W	Waterline Improvements	
S	Sanitary Sewer Improvements	
D	Storm Drainage Improvements	
P	Sidewalk Improvements	\$ 696,071.78
	Combined Account Costs	\$ 696,071.78
	Project Management, Design and Resident Engineering	\$ 132,253.64
	Total Project Cost	\$ 828,325.42

**City of Essex Junction
Capital Projects
Construction Cost Estimate**



INSTALL NEW LIGHTED MULTI-USE PATH
WITH A GATED RAILROAD CROSSING

DATE	SCALE	BY	PROJECT
DATE	SCALE	BY	PROJECT
DATE	SCALE	BY	PROJECT
DATE	SCALE	BY	PROJECT

		Donald L. Hamlin Consulting Engineers, Inc. Essex Junction, Vermont	
VILLAGE OF ESSEX JUNCTION ESSEX JUNCTION, VERMONT			
PEARL STREET ANR MULTIUSE PATH			
DATE	SCALE	BY	PROJECT
DATE	SCALE	BY	PROJECT
DATE	SCALE	BY	PROJECT
DATE	SCALE	BY	PROJECT

**City of Essex Junction
Capital Projects
Construction Cost Estimate**

Pearl Street

Cost Reference Date: 8/17/2023

Multi-use Path through ANR from West St. to Pearl St.

Estimate Preparation Date: 8/17/2023

ITEM	QUANTITY	UNIT	UNIT PRICE	TOTAL
1) Clearing and Grubbing	1	ls	\$ 10,000.00	\$ 10,000.00
2) Saw Cut Existing Pavement	250	lf	\$ 4.17	\$ 1,042.50
3) Excavation of Pavement	300	sy	\$ 7.74	\$ 2,322.00
4) Saw Cut Existing Cement Concrete	20	lf	\$ 5.96	\$ 119.20
5) Remove Existing Concrete Sidewalk	20	sy	\$ 16.49	\$ 329.80
6) Remove Existing Concrete Curb	30	lf	\$ 6.95	\$ 208.50
7) Remove and Reset Existing Granite Curb	30	lf	\$ 24.23	\$ 726.90
8) New Cement Concrete Curb	30	lf	\$ 35.12	\$ 1,053.60
9) New Cement Concrete Sidewalk - 5" Thick	50	sy	\$ 92.25	\$ 4,612.50
10) Common Excavation	1,250	cy	\$ 26.16	\$ 32,700.00
11) Plant Mixed Gravel	1,350	cy	\$ 44.08	\$ 59,508.00
12) New Bituminous Concrete Pavement, Type II	80	ton	\$ 100.00	\$ 8,000.00
13) New Bituminous Concrete Pavement, Type IV	275	ton	\$ 100.00	\$ 27,500.00
14) Detectable Warning Surface	10	sy	\$ 387.04	\$ 3,870.40
15) New Box Light (Base, Pole and Fixture)	17	each	\$ 8,030.93	\$ 136,525.81
16) New Wired Conduit for Lighting	1,750	lf	\$ 24.73	\$ 43,277.50
17) Lighting Pedestal Meter Socket/Load Center (Includes Timer)	1	each	\$ 10,751.20	\$ 10,751.20
18) Supply and Spread Topsoil	275	cy	\$ 49.68	\$ 13,662.00
19) Seed, Fertilize, Lime and Matting	2,330	sy	\$ 3.58	\$ 8,341.40
20) Concrete Filled Steel Bollard	21	each	\$ 368.41	\$ 7,736.61
21) 6' Chain Link Fence	900	lf	\$ 33.50	\$ 30,150.00
22) Railroad Crossing	1	ls	\$ 150,000.00	\$ 150,000.00
23) Mobilization	---	---	5%	\$ 27,621.90
Contingency	---	---	20%	\$ 116,011.96

Subtotal \$ 696,071.78
Design Engineering Services \$ 62,646.46
Bidding and Construction Services \$ 69,607.18
Grand Total \$ 828,325.42

Rating System for Prioritizing City Capital Project Requests

Rating Criteria	Maximum Points	Rank	Notes	Definition/Explanation
Safety & Health	28			Extent to which project eliminates, prevents, or reduces immediate or future threats to the safety and health of the community.
Mandates	26			Time line of mandate, funding for mandate, safety risk of non-compliance of mandate, etc. No Mandate = 0; Mandate with several years to comply = 13; Mandate to solve safety risk with full funding = 26.
Remaining Life	24			Assessment of the project's condition based upon input from City staff and consultants. Urgent = 24; 1 - 5 years = 18; 5 - 10 years = 12; 10 - 15 years = 6.
Community Support	24			With the difficulty of knowing what the community support is on every project, a score of 12 will always be entered. This allows the score to be adjusted up or down if the community makes their support known.
Financing Source	20			Extent to which financing is provided by non-general or enterprise funds (or non-Pay-As-You-Go) sources such as by grants, proprietary funds, donations, special revenue funds, joint ventures, development impact fees, general obligation bond financing, or other types of debt (e.g., TIF bonds, low-interest loans, leasing); local matching funds are required; capital funds become available (i.e., timing of the receipt of funds, or the schedule associated with the disbursement of such funds); inter-generational equity is considered relative to the projected life of the asset and funding source.
Timing/Linkages	16			Timing and linkages refers to how the proposed project fits with other projects that are also being proposed or are on the capital plan horizon. A recent example of this was the reduction in lanes on Pearl Street along with the creation of bicycle lanes. The roadway was scheduled to be ground and repaved so the striping project was able to be done on new pavement, instead of having to grind the old stripes and repaint them. The striping project was moved ahead because of the paving opportunity. Time and linkages also occur when subsurface utilities are repaired or replaced. This work disturbs pavement and often curb and sidewalk. If Waterline is to be replaced for example due to health issues, the surface work related to the replacement may be considered for timing points.
Positive Economic Impact	12			Any project that will have a good or positive impact on the City and/or surrounding areas/towns in terms of job growth, economic growth, financial benefit of residents. A project that directly or indirectly increases the tax base.
Cost of Deferral	10			Refers to the break point between doing repair work instead of replacement work. Maximum points are gained by projects that cost the least to repair as compared to replacement costs, which usually occurs early in the item's life cycle. As repair costs approach replacement costs, the point value would be less. An example of this would be roadway paving. Overlay work may involve a thin layer of pavement over old pavement that still has a suitable crown. If now repaved early enough, potholes may form and the road crown may become deformed. At this point stripping the pavement and rebuilding the road may be required. 10 Points might be earned for the early overlay work, no points earned for the overlay just before the road needs reconstruction.
Efficiencies	8			Extent to which project provides savings to the capital budget or general funds; or increases organizational output eliminating waste or duplication of services.
Service Improvements	8			Extent to which project improves the quality of current services experience by City residents.
Alignment with City Priorities	6			Any project that follows the goals of the City Residents in terms not limited to but outlined in the "Essex Junction Comprehensive Plan" chapter III, "Community Vision and Strategies for Essex Junction". Some of these priorities include: Regional Community, and/or Neighborhood Objectives; Land Use; Downtown; City Identity; Economy; Growth
Other	4			The extent to which other considerations not otherwise captured by existing rubric criteria should be considered. Such considerations, on a project by project basis should be noted and recorded as part of the CIP evaluation process. The number of residents serviced and number of years the project has been considered a priority will be two of the criteria often considered.

**VILLAGE OF ESSEX JUNCTION
CAPITAL PROGRAM REVIEW COMMITTEE MEETING
MINUTES OF MEETING
JULY 2, 2024**

COMMITTEE: Amber Thibeault, Chair; Kevin Collins, Vice-Chair; Karen Dolan; Scott McCormick; Justin Rabidoux

ADMINISTRATION: Rick Hamlin, City Engineer; Ricky Jones, Public Works Superintendent; Jess Morris, Finance Director

OTHERS PRESENT: None

1. CALL TO ORDER

In lieu of a chair, Ms. Morris called the meeting to order at 6:01 PM.

2. AGENDA ADDITIONS/ CHANGES

None.

3. PUBLIC COMMENTS

None.

4. DISCUSSION ITEMS

a. Appointments: Chair and Vice Chair

KEVIN COLLINS made a motion, seconded by JUSTIN RABIDOUX, to nominate AMBER THIBEAULT as Chair. Motion passed 4-0, with SCOTT MCCORMICK not yet in attendance.

AMBER THIBEAULT made a motion, seconded by KAREN DOLAN, to nominate KEVIN COLLINS as Vice-Chair. Motion passed 4-0 with SCOTT MCCORMICK not yet in attendance.

b. Re-rank project VVV due to updates in project scopes

Mr. Hamlin said that this project is the Indian Brook Bridge Replacement project across from 81 Main Street. Mr. Hamlin said that pedestrians need to cross the road at the bridge, and that this project would provide pedestrian accommodation on both sides and continue the sidewalk to Crestview. The condition is slightly below average, but not an immediate concern. The bridge has an expected life of around fifteen years. State grant funding is a possibility; however, no grants have been applied for or received for this project. The Capital Committee reviewed all the criteria and provided individual rankings for each, as shown below.

Rating Criteria	
Safety & Health	14
Mandates	0
Remaining Service Life	6
Community Support	12
Financing Source	1
Timing/Linkages	0
Positive Economic Impact	0
Cost of Deferral	0

Efficiencies	0
Service Improvements	5
Alignment with City Priorities	6
Other	2
Total	46

c. Meeting Location During 2 Lincoln Renovation

Ms. Morris said that the 2 Lincoln Street location will not be available due to construction sometime in the fall. There is some uncertainty about the new hybrid/virtual meeting regulations, however having a completely virtual meeting may be a possibility.

5. REVIEW AND APPROVE MINUTES:

a. Approve Minutes: April 2, 2024

JUSTIN RABIDOUX made a motion, seconded KAREN DOLAN by to approve the minutes of April 6, 2024, as amended. Motion passed 5-0.

Changes:

1. Update the project header for 4b. to UUU (currently UU)
2. Note the rankings for UUU project as Phase I – 45 points, Phase II – 48 points

6. READING FILE

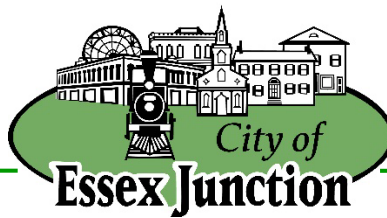
a. Route 15 Bridge Report 2021

The report was discussed briefly. The Capital Committee discussed future meeting agenda items. Ms. Morris said that as budget season is beginning, she is working on updates to the Capital Plan. She said that there is currently no funding secured for any projects besides the Crescent Connector. The Capital Committee will review the financial information for Project FFF, Multi-Use Path from ANR to Pearl Street, at their October meeting.

7. ADJOURN

KEVIN COLLINS made a motion, seconded by SCOTT MCCORMICK, to adjourn the meeting. Motion passed 5-0; the meeting adjourned at 6:54 PM.

Respectfully Submitted,
Darby Mayville
Recording Secretary



MEMORANDUM

To: City Council
From: Regina Mahony
Meeting Date: September 11, 2024
Subject: Approve Iroquois Ave Waterline Engineering Services

Issue: To authorize the City Manager to approve the engineering services for the Iroquois Avenue Waterline Replacement and Road Reconstruction project.

Discussion: As explained in the attached letter, we are prepared to move forward with the engineering services associated with the Iroquois Avenue Waterline Replacement and Road Reconstruction project. This project is for the replacement of the existing municipal waterline along Iroquois Avenue from South Summit Street to Orchard Terrace, including a connection along Algonquin Avenue from Iroquois Avenue to Cherokee Avenue, as well as the full roadway reconstruction of Iroquois Avenue from South Summit Street to Park Street. This project is in the Capital Plan as project "PPP".

Procurement of Hamlin Engineering's services for this work falls under the following Procurement Policy section:

"PROFESSIONAL SERVICES. The bid process shall not apply to the selection of providers for services that are characterized by a high degree of professional judgment and discretion including legal, financial, auditing, risk management, engineering, planning, and insurance services."

Cost: Estimate of \$383,730 as included in the capital plan project cost estimate

Recommended Motion:

"I move that the City Council authorize City Manager, Regina Mahony to authorize Donald L. Hamlin Consulting Engineers, Inc. to move forward on engineering and construction supervision services for the Iroquois Avenue Waterline Replacement and Road Reconstruction project."

Attachments:
Authorization Letter

DONALD L. HAMLIN
CONSULTING ENGINEERS, INC.
ENGINEERS AND LAND SURVEYORS

Please reply to:

P.O. Box 9
Essex Junction
Vermont 05453

136 Pearl Street
Essex Junction, Vermont

Tel. (802) 878-3956
Fax (802) 878-2679
www.dlhce.com

August 23, 2024

Ms. Regina Mahony, City Manager
City of Essex Junction
2 Lincoln Street
Essex Junction, Vermont 05452

Re: Iroquois Avenue Waterline Replacement and Road Reconstruction

Dear Ms. Mahony:

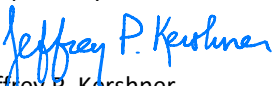
In accordance with your email dated April 30, 2024, forwarded to us by the Public Works Superintendent on May 3, 2024, authorizing us to proceed with the Iroquois Avenue Waterline Replacement and Road Reconstruction project, please accept this letter as confirmation that we will provide topographic survey and engineering design services related to the replacement of the existing municipal waterline along Iroquois Avenue from South Summit Street to Orchard Terrace, including a connection along Algonquin Avenue from Iroquois Avenue to Cherokee Avenue, as well as the full roadway reconstruction of Iroquois Avenue from South Summit Street to Park Street utilizing innovative construction methods. The project is further described in the City of Essex Junction Capital Projects Construction Cost Estimates as project PPP, dated August 17, 2023. We will prepare a complete set of plans with details and complete bid documents to allow the project to be put out to bid. It is our understanding that the City would like to be prepared to put this project out to bid during the first half of 2025 so that construction may occur in the 2025 construction season.

We will also provide bid phase and construction supervision services for this project. We will make plans available for bidders, manage the bidding process, and provide construction inspection and testing services, including the preparation of record drawings for this project. We anticipate that construction will be substantially complete in the fall of 2025 if started early in the 2025 construction season.

We estimate the fee for these services is \$383,730. This is the amount included as part of the capital estimate, adjusted from 2018 to 2024 using ENR construction cost indices. If you find this acceptable, please sign in the space provided below.

As always, we welcome this opportunity and look forward to working with the City of Essex Junction to guide this important project to successful completion.

Respectfully,


Jeffrey P. Kershner
President

cc: Jess Morris

Accepted and Approved: _____

Regina Mahony, City Manager

Date

WATER SUPPLY & DISTRIBUTION
STORMWATER MANAGEMENT
CONTRACTOR SERVICES
STREETS & HIGHWAYS

MUNICIPAL ASSISTANCE
SITE DEVELOPMENT & SUBDIVISION
RECREATION FACILITIES & SKI AREAS
WASTEWATER COLLECTION & TREATMENT

AGRICULTURAL ENGINEERING
PERMITTING ASSISTANCE
RESIDENT ENGINEERING
LAND SURVEYING