Present:

Board of Trustees - Walter Scott, Chair, Guy Breault, Vice-Chair, Leonard Charron, Ellen St. Marie, William Spears, Jr.

Staff – Jonathan Elwell, Joanne Davis, and Gary Denton

Walter Scott, Chair called the meeting to order at 6:30pm

1. Changes/Modifications to Agenda – There were no changes to the agenda.
2. Public Comment – There was no public comment.
3. Review/Approval Minutes July 25, 2017, July 27, 2017 and August 1, 2017 – Guy Breault made a motion to approve all three sets of minutes as written. Seconded by Ellen St. Marie. Unanimous.
4. Public Works Department, Main Street – Jon Elwell brought the Trustees up to date on the Main Street sweeping. At the June 13, 2017 Board Meeting, after complaints about Main Street having a buildup of dirt on it, the Trustees asked staff to reevaluate the street for possible sweeping in August. Gary, Ken and Jon have discussed the current condition of the street and feel an additional sweep is warranted. Staff is advising that Main Street, from the corner of Orchard Street, to the corner of School St be swept as had been discussed previously by the Board. Leonard Charron asked if the heavy rains we have had have helped. Jon, and Gary advised that the reverse was true because of the slope of the road. This results in the deposit of debris in front of the Falls Building. Unfortunately, our street sweeper is not useable. Sweeping earlier this year resulted in more breakdowns and finding parts is becoming increasingly difficult. Because of this staff will be using the John Dear tractor with the sweeper attachment. This sweeper is small, and does not pick up the debris it sweeps so additional staff will have to follow up, and shovel the debris into a truck to be disposed of. Guy Breault asked if more of Main Street could be swept, possibly as far as in front of the Main Street Market Place. Gary again spoke to the amount of time it will take to sweep from Orchard Street to School Street but will complete as much as possible in the time allocated.
5. Street Sweeper – Jon Elwell pointed out to the Trustees the quote for a used, replacement sweeper contained in their packets. The cost quoted in 2015 was $50,000 and in a conversation Gary Denton had with C. N. Wood, Co., Inc. today the cost was updated to $51,000 for a used, replacement sweeper. This cost includes shipping and a 90 day warranty. Guy Breault suggested not trying to trade in the old sweeper due to its condition, and staff agreed. Gary Denton pointed out that there may be some parts which could be sold, but the equipment as a whole has met its useful life. Jon Elwell wanted to bring this information to the Trustees attention as an item that will appear on the first draft of the 2018 budget.

Gary Denton left the meeting at 6:45 p.m.

1. American Legion Coin Drop Request – Jon Elwell pointed out the copy of the request from the American Legion to have a coin drop on August 19, 2017. Proceeds of this coin drop will be used to purchase/update uniforms for the Honor Guard. Jon’s concern with the request is there is no designated location along Main Street for the drop. Ellen St. Marie moved to approve the request with the same stipulations as apply to the Food Shelf coin drop, including location as corner of Main Street and Orchard Street, proof of insurance will be provided and reflective clothing will be worn. Leonard Charron seconded. Unanimous.
2. Mid-Year Financial Report – Jon Elwell enclosed a copy of the mid-year financial report along with the June financial information in the Trustee information. Joanne Davis reviewed the reports with Jon and the Trustees.

Alan Jacobs arrived at 7:00 p.m. to discuss the American Legion coin drop and was advised that the event had been approved with stipulations which will be outlined in the letter Jon Elwell will be sending him.

1. Bakersfield Little League Request to Enosburg Falls Electric Department – Jon Elwell included in the Trustee information a letter from Brian Ovitt, our Wastewater Assistant Operator who is also a Board Member for Bakersfield Little League. Jon pointed out that we have allowed this type of assistance so long as the community is within our Electric Department’s service territory, in the past. William Spears, Jr. moved to approve this request. Leonard Charron seconded. Unanimous.
2. SQRP Report – Jon Elwell included the most recent SQRP Report in the Trustee information as required by the Public Utility Commission (PUC). We are within requirements in all areas covered and this report is just for Trustee information, no action is needed.
3. Manager’s Report – Jon Elwell included his report in the Trustee information.
* Jon addressed with electric staff the street light on Missisquoi Street near the Prive residence and this has been repaired
* Included in his information is a spreadsheet completed by Joanne Davis on the hydroelectric renovation contracts and payments as it applies to H. L. Turner Group per the Trustee’s request. Walter Scott asked if Turner Group was in agreement with this report and Joanne advised the Trustees that she had been in contact with Paul Becht of Turner Group with one correction on the most recent contract but they are in agreement with this report now. Jon pointed out that we are now in the Phase II contract in the amount of $97,050 which is to be completed by August 31, 2018.
* Jon attended back to back meetings with the Enosburg Initiative Group and the Enosburgh Planning Commission Public Hearing on August 2, 2017 to consider proposed changes to the Village of Enosburg Falls Land Use and Development Regulations – more commonly referred as “zoning by-laws.” The publichearing resulted in many suggestions to the Planning Commission, and they will be making additional changes to the plan they are recommending. Once the Enosburgh Planning Commission holds its first Public Hearing, the Trustees have up to 120 days to to hold their own Public Hearing on the proposed changes. Jon feels it will be helpful for the Trustees to meet with the Planning Commission regarding the proposed changes in advance of the Trustees’ PublicHearing. He will try to get this scheduled for the first September Trustee meeting.
* There will be a Special Joint Meeting on August 14, 2017 with the Selectboard of the Town of Enosburgh and the Trustees for the Village of Enosburg Falls. Jon has not yet received the agenda for this meeting, but upon receipt it will be posted as required and copies will be distributed to Trustees.
1. Other Business – Leonard Charron brought to Jon Elwell’s attention that the light on the utility pole in front of the doughboy statue located on Lincoln Park is currently out. Jon will discuss with electric department staff.
2. Executive Session: Personnel – Guy Breault moved to enter into executive session for the purpose of discussing personnel at 7:20 p.m. William Spears, Jr. seconded. Unanimous.

Respectfully submitted,

Joanne Davis

Director of Finance

Leonard Charron made a motion to re-enter the Board’s Regular Meeting. Seconded by Ellen St. Marie. Unanimous. The Board re-entered its Regular Meeting at 8:20pm. As a result of Executive Session, Ellen St. Marie made a motion to be effective August 23, 2017 giving non-union, non-contracted employees equal wage increases as is agreed to in the Public Works/Wastewater union contract agreement effective August 23, 2017. Seconded by Leonard Charron. Unanimous.

1. Adjourn – There being no other business to come before the Board at this time, Guy Breault made a motion to adjourn. Seconded by Leonard Charron. Unanimous. The Board adjourned at 8:22pm.

Respectfully Submitted,

Jonathan Elwell

Village Manager

*These minutes were approved as written at the August 22, 2017 Trustee Meeting.*