

DRAFT
VILLAGE OF ENOSBURG FALLS
Meeting of the Board of Trustees
November 28, 2017

Trustees Present: Walter Scott, Guy Breault, Leonard Charron and William Spears, Jr.

Staff Present: Jonathan Elwell and Joanne Davis

Public Present: James Guilmette of Guilmette’s Handyman Services and Louis Hodgetts of Dubois & King

Walter Scott called the meeting to order at 6:45 p.m.

1. Modifications/Changes to Agenda

There were no changes to the agenda.

2. Public Comment

There was no public comment.

3. Review/Approval of Minutes Joint Meeting November 14, 2017 and Regular Meeting November 14, 2017

Leonard Charron moved to approve the minutes of the Joint Meeting of November 14, 2017 meeting as written. William Spears, Jr. seconded. Unanimous

Guy Breault moved to approve the minutes of the November 14, 2017 Trustee Meeting as written. Leonard Charron seconded. Unanimous.

4. Diesel #1 Building/Eco Park/Interpretive Center Bids

Jonathan Elwell reviewed the base bids included in the Trustee information. Louis Hodgetts arrived to answer any questions Trustees might have regarding the bids enclosed and his recommendation. As Kingsbury Companies, LLC bid was significantly above the budget allowed for this project, his bid could not be considered.

Two bids were received:

Guilmette’s Handyman Services	\$169,144
Kingsbury Companies, LLC	\$378,873

Guy Breault and William Spears, Jr. both expressed concern about the discrepancy in the bids. Both Jonathan and Louis assured them that both contractors were working from the same bid specs with bid alternatives offered. Our award for the project should be based on the base bid.

Guy Breault moved to approve awarding the bid for Diesel #1 Building/Eco Park/Interpretive Center to Guilmette’s Handyman Services. Leonard Charron seconded. Unanimous.

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5. Set 2018 Water and Wastewater Allocation Fees

Jonathan Elwell included a copy of the current Utility Billing Rate sheets in the Board's packet which also lists the water and sewer allocation fees. Currently, our per unit water allocation fee is \$500.00 and our per unit wastewater allocation fee is \$2,997.00. Jon explained that these fees had not been changed in approximately five years.

Walter Scott stated that he feels we should continue these same rates rather than increase them and possibly discourage new customers from coming to the area. All Trustees were in agreement.

Leonard Charron moved to continue with allocation fees for 2018 as follows: per unit water allocation \$500.00 and per unit wastewater \$2,997.00. William Spears, Jr. seconded. Unanimous.

6. Manager's Report

- Jonathan Elwell advised the Trustees that Norcan has completed their assessment of the Kendall Plant damage. An unanticipated repair of the gearbox is slowing the completion of the repairs. Norcan is awaiting the delivery of the new gearbox parts. At this time the anticipated return date of the Kendall turbine is the end of May, 2018. Walter Scott asked about the completion of Plant #1 work, and Jonathan advised him that it remains on schedule for the end of August, 2018.
- FERC relicensing – Jonathan has attended two recent meetings with State representatives during the past month. During the on-site meeting, Jonathan was able to show the ANR staff around the hydro site. As the turbines are both out for repair, they were unable to see that part of the operation. Our relicensing is due to start at the end of April, 2018. Walter Scott asked Jonathan Elwell if he is concerned about the timeline of relicensing and Jon advised that he is in light of the situation in Morrisville. This process typically takes five years but Morrisville is just beginning their eighth year in the FERC renewal process due to demands being made by VT's ANR. Guy Breault asked if any other sites were able to get through the renewal process easier, and Jonathan advised that he is not aware of any others that have recently finalized a FERC Hydro Relicensing, but there are others in process. Enosburg Falls is the next to begin. Jonathan and VPPSA have been meeting with the State to encourage reinterpretation of the Clean Water Act which will help with the FERC relicensing process. Leonard Charron inquired about our relationship with Swanton and Jonathan reminded the Trustees that we have entered into a contract with Swanton and Paul Nolan, Esq. to share expenses even though we are one year ahead of Swanton in the process. Trustees discussed selling the electric facility but are not prepared to do so currently. Guy Breault pointed out a recent rate study that indicates that we are currently in the middle of the rate

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scale for Vermont electric utilities. Guy also asked about the cost of the monthly loss due to the hydro being down and this information will be available to the Trustees at the next meeting.

- Street Sweeper Vtrans Grant – Jonathan Elwell advised staff that the grant for the new street sweeper has been submitted. The total cost of the sweeper is \$283,000 with 80% grant coverage of \$226,400 leaving the 20% match for the Village at \$56,500.

9. Other Business

Walter Scott asked about the status of our insurance for 2018. Joanne Davis advised the Trustees that Laurie Perley of NFP (formerly Town & Country Insurance) is working with Travelers gathering quotes for next year. William Spears, Jr. asked about the expiration of our current coverage through Acadia and Joanne advised that December 31, 2017 was the last date of coverage through them. William Spears, Jr. asked if VLCT had been contacted and Jonathan Elwell advised him that due to time constraints VLCT did not seem to be a viable option.

11. Executive Session – For the Purpose of Discussing Negotiations in which Premature Public Knowledge may Compromise the Position of the Municipality

Leonard Charron moved to go into executive session for the purpose of discussing negotiations in which premature public knowledge may compromise the position of the municipality at 7:35 p.m. William Spears, Jr. seconded. Unanimous. The Trustee meeting entered Executive Session. Joanne Davis remained in Executive Session.

Leonard Charron moved to reenter the Board's Regular Meeting. Seconded by William Spears, Jr. Unanimous. The Board reentered their Regular Meeting at 8:25 pm. No action was taken as a result of Executive Session.

12. Adjourn – There being no other business to come before the Board at this time, Guy Breault moved to adjourn the meeting. William Spears, Jr. seconded. Unanimous. Walter Scott adjourned the meeting at 8:25 p.m.

Respectfully submitted,

Joanne Davis
Director of Finance

These minutes are not official until approved at the Board of Trustees next regular meeting.