

VILLAGE OF ENOSBURG FALLS
Meeting of the Board of Trustees
May 24, 2016

Present: Trustees - Walter Scott, Leonard Charron, Guy Breault, Ellen St. Marie
Staff – Jonathan Elwell, Caroline Marcy, Gary Denton
Guests – Amy Brewer

Meeting called to order by Walter Scott at 6:30 p.m.

1. Modifications/Changes to Agenda

There were no modifications or changes to the agenda.

2. Review/Approve Minutes May 10, 2016

Leonard Charron made the motion to approve the minutes of the May 10, 2016 Trustee meeting as written. Seconded by Guy Breault. Unanimous.

3. Lincoln Park/Maple Park E-Cigarette Prohibition Ordinance

The Trustees reviewed the draft amendment to the Ordinance to prohibit smoking of any tobacco products in ~~all parks~~ Lincoln and Maple Parks owned by the Village of Enosburg Falls. In addition to tobacco products, the amendment includes language to prohibit “tobacco substitutes” along with a definition of what would be considered “tobacco substitutes” – i.e. e-cigarettes.

Guy made a motion to approve the draft amendment to the Ordinance to prohibit smoking of tobacco products to include tobacco substitutes. Seconded by Leonard Charron. Unanimous. All Trustees in attendance signed the draft amendment ordinance.

Jon stated that the amended ordinance will be advertised. There would be a 60-day period of time from the date of adoption. During this time, there is a 44-day public comment period. If there are no challenges during this time period, the ordinance becomes law at the end of the 60-day period of time which will be July 23, 2016. If the ordinance is challenged (petition signed by 5% of registered voters in the Village) then the Board would have to set a date for a public vote on the ordinance.

Amy Brewer thanked the Board of Trustees. OVX has worked over two years on this project and she is happy to see that the Board has taken this subject seriously.

4. Duffy Hill Road Culvert Replacement Project Bids

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The Trustees reviewed a memo prepared by Gary Denton which outlined the bid results of the Duffy Hill culvert replacement project. The Village received six (6) qualified bids and one (1) bid which was disqualified; the bid was received after the deadline of May 19, 2016 @ 2:00 pm. The following are the results of the bid:

	<u>Bid Amount</u>
1) Scott Goodhue Excavation, Inc.	\$ 29,650.18
2) Peters General Contracting, Inc.	\$ 31,372.00
3) Wrights Excavating, Inc.	\$ 35,600.00
4) Desroches Construction Services	\$ 39,140.00
5) G.W Tatro Construction, Inc.	\$ 40,645.00
6) G & N Excavation, Inc.	\$ 43,312.00

Gary Denton reviewed all the bid proposals. Staff recommends that we award the bid to Scott Goodhue Excavation, Inc.

Leonard Charron made a motion to approve awarding the Duffy Hill culvert project bid contract to Scott Goodhue Excavation, Inc. for \$29,650.18 and to give Jonathan Elwell authority to sign the necessary contract paperwork. Seconded by Ellen St. Marie. Unanimous.

5. Diesel #1 Property Energy Park Engineering RFP's

The Trustees reviewed a memo prepared by Caroline Marcy which outlined the bid results of the RFP for engineering services for the Diesel #1 Property Eco Energy Park project. The Village received only two (2) bids:

	Bid Amount
Wagner Hodgson Landscape Architecture [This is the firm that prepared the original master design on the park project.]	\$92,085.88
DuBois & King, Inc.	\$57,700.00

After thoroughly reviewing both bid proposals, the DuBois & King proposal fulfills the requirements established in the RFP and is a fully qualified firm. Staff recommends that we award the bid to DuBois & King, Inc.

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Guy Breault inquired about the financing for the project as he can see that we have \$121,705.80 in a dedicated savings account for this purpose. The Northern Borders Grant that was awarded to the Village the fall of 2015 will provide an additional \$121,581.00.

Jon briefly reviewed the history of this project. The greatest expense of the project will be the deconstruction and rebuild of the Diesel #1 building that currently houses the diesel generator.

Starting in 2009, the Village of Enosburg participated in a Brownfield's grant program which enabled the Village to clean up contamination found on the site. Some of the contamination was caused during the operation of the Diesel #1 generator; some of the contamination was caused by earlier industries that had occupied the site. However, as a part of accepting the clean-up funding and as part of the Brownfield's program, the Village had to agree to the outcome of the Section 106 Review Historic Preservation Report. The Section 106 report allowed the Village to demolish the shed/barn that was located next to the Diesel #1 building. However, due to historical significance, the report clearly states that the Village is NOT allowed to demolish the Diesel #1 building. The report gives a detailed explanation as to what aspects of the building must be retained and what the Village can replace/repair. The Section 106 report included a preliminary estimate of probable construction costs that was prepared by Arnold & Scangas Architects which amounted to \$153,979.00.

Caroline continued to state that the goal is to leverage the amount that the Village is already obligated to pay to remedy the abandoned Diesel #1 property into a beautiful, attractive public park by obtaining additional grant funding.

Guy Breault made a motion to award the Diesel #1 Eco Energy Park engineering bid contract to DuBois & King, Inc. and to give Jonathan Elwell authority to sign the necessary contract paperwork. Seconded by Ellen St. Marie. Unanimous.

6. Diesel #1 Property , ATSDR/CDC Grant Application

As a continuation of the above agenda item, staff is asking for approval to pursue the ATSDR Community Health Projects Related to Contamination at Brownfield/Land Reuse Sites grant. This grant is in the amount of \$150,000 with no match. It is designed to restore formerly contaminated properties into public use property that promotes healthy and safe environments. Our Eco Energy Park project fulfills the guidelines of this grant source. The letter of intent is due June 3rd and the grant application is due July 5, 2016.

Leonard Charron made a motion to approve the ATSDR/CDC grant application and to authorize Jonathan Elwell to sign all necessary grant application paperwork. Seconded by Ellen St. Marie. Unanimous.

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Bill Spears, Jr. arrived at the meeting at 7:05 pm.

7. Bridge of Flowers & Light Maintenance Project, Engineering Contract

The Trustees briefly reviewed a proposal from Knight Consulting Engineers, Inc. for structural design services for the Bridge of Flowers and Light. The cost breakdown is \$2,590 for design & bid services and \$4,260 for bid & construction services for a total amount of \$6,850.00. Jon reminded the Trustees that according to the Village's procurement policy, purchases between \$5,000 to \$10,000 require Trustee involvement and that the Village had budgeted \$7,000 for this line item in the FY 2016 budget.

Guy Breault made a motion to approve the Knight Consulting Engineers proposal of \$6,850.00 for engineering services for the Bridge of Flowers and Light repair project and to authorize Jonathan Elwell to sign the necessary contract paperwork. Seconded by Leonard Charron. Unanimous.

8. Lincoln Park Bandstand Permit Request, Enosburg Falls Bank

The Trustees reviewed the Lincoln Park Bandstand permit application submitted by the Enosburg Falls Town Band. The Enosburg Falls Band is requesting use of the bandstand on the following dates from 6:30 pm to 8:30 pm for evening band concerts:

June 21st and 28th;
August 5th, 12th, 19th, and 26th.
September 2nd, 16th, and 23rd.

They will require use of the electrical outlets located behind the bandstand on the pole.

Ellen St. Marie made a motion to approve the Enosburg Falls Town Band Lincoln Park Bandstand Permit application for the above stated dates and time. Seconded by Leonard Charron. Unanimous.

9. Director of Finance, Market Accounts Discussion

The Board of Trustees briefly reviewed a memo prepared by Caroline Marcy regarding uninsured cash balances at the Community National Bank. Caroline wanted to bring to the Trustees attention a statement that our auditors, KBS, made on page 81 of the 2015 Annual Report.

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FDIC covers \$250,000 of deposits at each financial institution. A sweep account is not covered by FDIC, but is covered by a repurchase agreement and is secured by federal loan programs. Our representative at Community National Bank, Thad Richardson, suggested that we set the money market account #1442813 up as a sweep account – the same as our main checking account. The account number and everything will remain exactly the same. The funds are still readily available if needed and can be changed back to a regular money market account at any point in time. This should solve our uninsured cash balance issue at the Community National Bank.

10. Manager's Report

- New WW Overflow Reporting Requirements: The Vermont Legislature recently passed H.674, a bill that requires public notification by operators of wastewater treatment facilities of releases of sewage to Vermont's surface waters. This new bill requires us to:
 - Post an electronic public alert within 1 hour of discovery of an untreated discharge.
 - Submit a follow-up Overflow and Incidents Report within 12 hours of discover.
 - Post a permanent sign at each combined sewer overflow (CSO) outfall.
 - Post temporary signs at any public access areas downstream of sewage releases immediately after an occurrence.

- Update on S.230: This bill effectively ended the cap on net solar metering programs in Vermont. There are actually many areas of change made in this bill, but another significant addition calls for more weight given to municipal and regional planning boards regarding the siting of renewable electric generation projects. The final decision does still remain with the Public Service Board.

- H.557: Of particular interest, within this bill is the creation of the Vermont Hydroelectric Power Acquisition Working Group. The Legislature appropriated \$250,000 for this group to assess the feasibility of the State of Vermont purchasing the existing hydroelectric dams located along the Connecticut and Deerfield Rivers.

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11. Other Business

Leonard Charron inquired about the Franklin Foods sewer blockage. Gary Denton stated that the blockage extended from East Street to the intersection of School and Dickinson Street. In addition to Village staff, Hartigan was on hand to help with the blockage. Hartigan invoiced Franklin Foods for their services.

12. Adjourn

There being no other business to come before the Board at this time, Leonard Charron made a motion to adjourn. Seconded by Bill Spears, Jr. Unanimous. The meeting adjourned at 7:35 pm.

Respectfully Submitted,

Caroline Marcy, Director of Finance

These minutes were approved with the correction of replacing "all parks" with "Maple and Lincoln Park" in item #3 above at the June 14th, 2016 Trustee Meeting.