Present: Trustees – Michael Manahan (Chair), Guy Breault, Walter Scott, Leonard Charron

Staff – Jonathan Elwell, Caroline Marcy, Garry Atherton

Guest – Steve Farman

Meeting called to order by Chair, Michael Manahan at 6:30 p.m.

1. Review/Approve Minutes Special Meeting on August 7, 2014

Guy Breault made the motion to approve the minutes of the August 7, 2014 special meeting as written. Seconded by Walter Scott. Unanimous.

Review/Approve Minutes Regular Trustee Meeting August 12, 2014

Walter Scott made the motion to approve the minutes of the August 12, 2014 meeting as written. Seconded by Guy Breault. Unanimous.

1. Set Village Tax Rate

The Board of Trustees reviewed the memo submitted by Caroline Marcy in regards to the property tax rate for 2014. The tax rate is slightly lower than anticipated due to a higher grand list. The appraisal value of the Vermont Gas property at $1,100,000 was a major factor in the higher grand list for 2014.

Guy Breault motioned to set the property tax rate for 2014 at .5051 with a due date of Thursday, October 23, 2014 @ 4:00 pm. Walter Scott seconded the motion. Unanimous.

1. Village Drive Project Update

Garry Atherton briefly reviewed the finances on this project and provided a memo outlining the various architect omissions and minor changes needed. Due to time constraints on completing the project, Garry asked for permission to make decisions on the renovation project based upon the priorities identified and keeping within approved budget guidelines. At the end of the process, Garry will do one change order with S & S Construction detailing the scope of work that is outside of the contract.

Guy motioned to grant Garry authority to make decisions and changes as needed on this project within budget guidelines in order to accomplish the project in a timely manner. Seconded by Walter. Unanimous.

1. Development Review Board Vacancy

Jonathan Elwell informed the Board that Steve Comeau is interested in filling the DRB vacancy.

Walter Scott made the motion to accept the proposal to appoint Steve Comeau to the vacant DRB position. Seconded by Guy Breault. Unanimous.

1. Hydro Facility, Roller Gate Project

Jon provided a contract with Fairbanks Mills for the Board to review for the roller/heater gate repair on the hydro facility. The contract provides a range of $50,000-$75,000 for the repair due to unknown complications that may arise. However, the contract does have a ceiling of $75,000. Since time is of the essence on this repair, Jon has ordered Fairbanks Mills to start ordering parts. Fabrication on the panels is almost complete with delivery sometime this week. Fairbanks Mills has started the preliminary work of removing the old gate heaters.

The Board reviewed the particulars of the contract such as the start and end dates. Jon pointed the Board’s attention to the liquated damage clause of $1,000 per day for each day the project remains uncompleted by the contract end date.

Walter made the motion to accept the proposed contract as submitted and to give Jon Elwell authority to sign any documents required on this project. Seconded by Guy Breault. Unanimous.

1. Board of Trustee Vacancy

Jonathan advised the Board that Amy Harrness has officially resigned her position as a Village Trustee. The vacancy was posted per State statue within ten (10) days of notification.

1. Farmer’s Market Hour Extension Request

Jonathan directed the Board’s attention to an email from Sue Reed regarding a request from the Farmer’s Market. The Farmer’s Market is seeking approval to extend their hours on Wednesday from 3:00 pm – 6:30 pm to 3:00 pm – 7:00 pm and on Saturday from 9:00am – 1:00 pm to 9:00 am – 3:00 pm.

The Board was in consensus that it was beneficial to the Village to extend the hours. Guy Breault made the motion to approve the Farmer’s Market request for an extension on their operating hours. Seconded by Leonard Charron. Unanimous.

1. State of Vermont Bike/Ped Grant

The Board briefly reviewed an email from John LaBarge who will be our project supervisor from the State on the Bike/Ped Grant. In order to move forward on the grant, John is requiring that the Village appoint an individual to be the Local Project Manager. Garry Atherton has all the qualifications required in order to fill this position.

Guy Breault made the motion to appoint Garry Atherton as the Local Project Manager on the Bike/Ped Grant project. Seconded by Walter. Unanimous.

1. Manager’s Report

* Jesse Woods/Recreation Committee: Amy Brewer of the Enosburgh Recreation Committee has advised that it is acceptable for Jesse to remain on the Committee even though he is no longer a Village Trustee.
* PSB Penta Pole Investigation: PSB has decided to open an investigation into the use of a common utility pole treatment referred to as “penta” (short for pentachlorophenol) and its potential effects on leaching into soil. The Village of Enosburg electric department does use “penta” poles as do all the other utilities in Vermont. Jon will keep the Board informed as things evolve on this issue.
* VT Emergency Preparation Meeting: Jon advised the Board that he has been selected to be a guest speaker at the Emergency Response and Preparation Meeting held by the State of Vermont in Montpelier on October 15th. Jon will be discussing Enosburg Falls’ experiences during the December 13th Ice Storm.
* VT Economic Resiliency Initiative Kickoff Meeting: A kick off meeting was held September 4th on this planning effort approved by the Board of Trustees. Enosburg Town and Village are one of several pilot communities selected by the State of Vermont to participate in an effort to identify economic risks that may face the community regarding, primarily, emergency flooding events. There were representatives present from the State, Northwest Regional Planning Commission, the Town of Enosburg, Garry Atherton, and Jonathan Elwell from the Village of Enosburg Falls.

There will be two public meetings to gather public comment on this initiative. The first meeting is scheduled for October 29, 2014 from 6:00 pm – 8:00 pm.

1. Other Business

Caroline Marcy asked for clarification regarding FEMA reimbursement funds should the Village receive the funds before the next Trustee meeting. The understanding is that any FEMA/State of Vermont reimbursement funds for the December 2013 Ice Storm be used to pay off the Line of Credit at Peoples Trust that was established to pay the Ice Storm expenses.

1. Executive Session: Legal, Personnel and Negotiations in which Premature Public Knowledge may Compromise the Position of the Municipality

Walter Scott made the motion to enter into Executive Session for the purposes of discussing legal, personnel, and negotiations in which premature public knowledge may compromise the position of the municipality. Seconded by Guy Breault. The Board entered Executive Session at 7:25 pm. Steve Farman and Caroline Marcy remained in Executive Session. Steve Farman and Caroline Marcy left Executive Session at 8:45 pm.

Respectfully Submitted,

Caroline Marcy, Director of Finance

Walter Scott made a motion to re-enter the Board’s Regular Meeting. Seconded by Guy Breault. Unanimous. The Boarde re-entered its Regular Meeting at 9:28pm. As a result of Executive Session, Guy Breault made a motion to approve the Memorandum of Understanding between the Village of Enosburg Falls and the IBEW, Local 300 which would extend current union employee terms until October 23, 2014 while negotiations between the Union and the Village continue regarding a new contract. Seconded by Walter Scott. 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 Walter Scott. Unanimous. The meeting adjourned at 9:30pm.

Respectfully Submitted,

Jonathan Elwell, Village Manager