Present:

Trustees: Walter Scott, Guy Breault, Leonard Charron, William Spears, Jr., and Ellen St. Marie

Staff Present: Jonathan Elwell, Greg Clark, Joanne Davis, Andre Beaulieau

Others Present: John Lavigne, and Paul Becht from The H.L. Turner Group Inc., Travis Kingsbury, and Matias Miduez from Kingsbury Construction LLC, Louis Hodgetts of Dubois & King Inc., Tom Benton from St. Albans Messenger, and Shawna Lovelette .

The meeting was called to order by Walter Scott, Chair at 6:30 p.m.

1. Modifications/Changes to Agenda

There were no modifications or changes to the agenda.

1. Public Comment

There was no public comment.

1. Review/Approval of Minutes of September 13, 2016 meeting.

A motion was made by Guy Breault to approve the minutes of September 13, 2016 as written. Seconded by Leonard Charron. Unanimous.

1. Electric Department, Hydro Renovation Project

Jon Elwell opened this agenda item by re-capping some of the history of the past two months of the project, and summarizing the response from H.L. Turner Group to the Board’s request to negotiate the scope of work on the project with low-bidder, Kingsbury Construction in an effort to reduce costs within the project’s approved budget. The H.L. Turner Group has designated their response as “Phase 1” - an exploration of the generator conditions. After attempting to get to the $2.1 million available for construction the project is still approximately $500,000.00 over budget. Kingsbury is not comfortable negotiating any additional items on the scope of work until they are able to inspect the turbine and determine its condition. Cost of exploration is $345,750. Phase 1 will take about 14 weeks during which time they will take everything apart to review its condition and then put it back together in working condition. Both turbines will be able to run next spring generating power.

Jon Elwell explained that due to the significant changes between “Phase 1”, and what was presented to the Public Service Board, we should not use bond proceeds to fund this part of the project if the Board chooses to move forward in this direction. Cash proceeds already approved for the project are $289,366.42. – Phase 1 proposal is $345,765. Trustees will need to approve the addition of $56,400 to Hydro Rehab savings. These funds are available in the electric department. Guy Breault feels that this is the best route. Walter Scott indicated that he agrees since the project has changed so significantly.

Travis Kingsbury said 7 weeks from the project start date he can determine whether or not it is viable to replace the turbine in the generator. Jon Elwell asked if determination can be made in December, and it was favorable, could it be ordered and expected back by January 2018? Turner Group and Kingsbury responded affirmatively. Travis Kingsbury said that November 1st would be their start date. Jon Elwell pointed out that 7 weeks brings them to the end of December. If the turbine is ordered and received in January 2018 will three months be adequate for Kingsbury Construction LLC to finish installing and getting the plant back on line? Travis Kingsbury indicated that they would be able to complete the project by the end of March 2018.

No final decision was made on the next step to take in this project. Walter Scott indicated the Board would be discussing this item again soon.

1. Diesel #1 Building Property, Eco/Interpretive Park Engineering, Dubois & King Engineers

Louis Hodgetts from Dubois and King presented updated engineering plans for review. Dubois & King is suggesting bidding this out as phased construction resulting in three phases to allow the Village time to raise necessary funds. We currently have a grant of $121,000 through Northern Borders and an additional approximately $60,000 set aside in savings. Jon Elwell asked what the next steps are going to be. Louis Hodgetts said he will be in touch with Jon Elwell to set a follow up meeting with the Trustees.

Louis Hodgetts said the project needs DRB approval so their intention is to submit the DRB application within two weeks. Jon Elwell said we need to make sure that DRB understands that this project will be completed over multiple years. Louis Hodgetts said it is best to get project approval for the entire project.

1. Village Tax Sale

Andre Beaulieu, Village Clerk, Treasurer, and Delinquent Tax Collector came to the meeting to speak with the Trustees about the upcoming tax sale. He has been advised by the Town of Enosburgh attorney to get Village Trustee approval to hire him to do the tax sale. Guy Breault moved to authorize Andre Beaulieu to act on behalf of the Village to hire Attorney Vaughn Comeau to complete the tax sale for the Village of Enosburg Falls. Leonard Charron seconded. Unanimous.

1. Town of Enosburgh Recreation Committee/Enosburg Actions, Request for Trunk & Treat Event

Shawna Lovelette arrived at the Trustee meeting at 7:45 p.m. to speak to the Application for Use of Village Parks and Lincoln Park Bandstand Permit for this event. The Application for the Use of Village Permit indicates several roads needing to be closed for the event. This was discussed at length. Leonard Charron made a motion to approve both permits. Bill Spears seconded the motion. Jon Elwell reminded the trustees that there was discussion about road closings and that barricades would need to be set up to advise traffic. Shawna Lovelette was unsure who would be responsible for the barricades and will get back to Jon Elwell with details within a few days. Guy Breault made a motion to amend the original motion to keep School Street Open. The amendment was accepted by Leonard Charron. The Board voted on the amended motion. Unanimous.

1. 2017 Budget Timetable Draft

Jon Elwell distributed a draft 2017 budget timeline for all Trustees to review. His concern is the scheduled meeting for December 27, 2016 since it is so close to the Christmas holiday he was wondering if the trustees would be available? Walter Scott advised the Trustees that he will not be available for December 27, 2016. Leonard Charron made a motion to cancel the December 27th 2016 meeting and reschedule it for January 3, 2017. Ellen St. Marie seconded the motion. It was unanimous. Jon Elwell reviewed the remainder of the schedule as proposed in the draft and it was acceptable to the Trustees.

1. Manager’s Report

Jon Elwell received notification that the village was unsuccessful in receiving a grant through Building Communities for the Diesel #1 Building Property, Eco/Interpretive Park.

Jon Elwell received notice that we were successful in receiving the VTRANS Bike & Ped grant for the Elm Street sidewalk in the amount of $417,000. This will be on the Board’s next agenda for discussion and paperwork if the Board decides it wants to accept the grant.

1. Other Business

The Board discussed the Hydro Renovation Project, again. Walter Scott asked, how the Board wanted to proceed from this point? There was a consensus to call a Special Meeting to be held October 4, 2016, 6:30pm at the Village Office Meeting Room.

1. Adjourn

A motion was made by Leonard Charron and seconded by Guy Breault to adjourn at 9:08 p.m. The motion carried unanimously.

Respectfully submitted,

Joanne Davis, Director of Finance

These minutes were approved as written at the October 11, 2016 Trustee meeting.