Present: Board – Walter Scott, Guy Breault, Bill Spears Jr., Leonard Charron

 Staff – Jonathan Elwell

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

1. Modifications/Changes to Agenda – There were no changes to the agenda.
2. Review/Approval Minutes September 22, 2015 – Bill Spears Jr. made a motion to approve the minutes of September 22, 2015 as written. Seconded by Guy Breault. Unanimous.
3. Appoint Vice-Chair – Leonard Charron made a motion to appoint Guy Breault as Vice-Chair for the Village of Enosburg Falls Board of Trustees. Seconded by Bill Spears Jr. Unanimous.
4. Trustee Vacancy – There has been no interest expressed to either staff or Trustee members at this time of someone who wishes to fill the vacancy. The Trustees will consider possible candidates and report back at the next meeting.
5. 42 Village Drive UST Testing Bids – The Board reviewed the written material regarding the quotes presented by staff. Guy Breault made a motion to approve the low quote submitted by Ross Environmental Associates for $7,597.00. Seconded by Leonard Charron. Unanimous.

(The digital recorder stopped working approximately 7:10pm. It was apparently not fully charged)

1. VT River Conservancy Request for Signage – Jon Elwell explained the request being made by the River Conservancy for a small sign to be placed on Island View Park. A picture of the sign was submitted to the Board for their review. It reads, “This Land Has Been Conserved By The Vermont River Conservancy.” There was a consensus of the Board to allow the sign to be placed on the park at a location to be worked out between staff and the River Conservancy.
2. Succession Planning Discussion – Jon Elwell informed the Board that there are several long-time employees of the Village government that have informed him they will be retiring in the not too distant future. None have given an exact date, but they have given approximate times when they expect to be retiring. Garry Atherton, Director of Public Works will be retiring sometime early summer 2016. Rodney Allen, Chief Operator of the Wastewater Treatment Facility will be retiring late summer/early autumn 2016, and Greg Clark, Superintendent of the Electric Department will be retiring sometime in 2017 or 2018. Collectively, this is an enormous amount of experience and knowledge that will be leaving the community in a short period of time.

We will need to keep this in mind as we work through 2016, and beyond. This will add more complexity to operations during these years, but with proper planning and management this can go smoothly, and bring opportunities as well. There will be more discussion on this topic once specific dates are known for retiring staff.

1. 2016 Budget/Project Discussions – The Board reviewed materials supplied in their packets regarding the upcoming 2016 budget and its process. Among these materials was a list of known projects the Board has identified as being priorities in 2016, and a written request from resident Jane Martell to repave Champlain Street.

After some discussion, there were a number of smaller items identified by the Trustees which they requested also be included in the Preliminary 2016 Budget. These were:

 -Air conditioner for the Meeting Room

-New furniture for the Meeting Room

-Cleanup for the 16 Village Drive, second floor storage room to include new carpet, painting, and a map storage system

-New railings for the 16 Village Drive, second floor stairwell

-A flag pole for 16 Village Drive if the budget will not allow for this in 2015

Regarding the question of whether to do a Phase I, Diesel #1 Property Construction Project – the Board instructed they would like to see this presented in the Preliminary 2016 Budget, and they would decide through the budget process whether to actually do the Phase I project next year or try to leverage existing grant funding against other possible funds for a larger project on the site to be done 2017/2018. Generally, the Board was in agreement with what was presented for projects and priorities in 2016.

1. Manager’s Report – Jon Elwell reported on several VEPPI electric generation projects which have turned in applications recently to the Public Service Board. He then reported that NEPPA has hired a new Executive Director, David White who will begin his service with the organization November 2nd. A reminder was given to the Board regarding the Special Joint Meeting with the Town Selectboard and Planning Commission scheduled for October 28th.

Lastly, Jon informed the Trustees that the State of Vermont has agreed that the new asphalt is indeed failing along Pearl Street from the intersections of Church Street to Main Street. The State has arranged for this section of Pearl Street to be torn up and repaved, and that may possibly be done this week. Acknowledgements to Garry Atherton for his efforts in bringing this to the State’s attention.

1. Other Business – Leonard Charron asked, if it was legal to park in front of some fire hydrants in the Village? There are some areas where this seems to be happening frequently. Jon Elwell responded it was not. The reason people do this is because there is very little parking violation enforcement from police officials. People know they can get away with parking illegally and so often do.
2. Adjourn – There being no other business to come before the Board of Trustees at this time, Leonard Charron made a motion to adjourn. Seconded by Guy Breault. Unanimous. The meeting adjourned at 8:10pm.

Respectfully Submitted,

Jonathan Elwell, Village Manager

***These minutes were approved as written at the October 27, 2015 Trustee Meeting.***