

DRAFT
VILLAGE OF ENOSBURG FALLS
Meeting of the Board of Trustees
February 27, 2018

Trustees Present: Walter Scott, Guy Breault, and Ellen St. Marie

Staff Present: Jonathan Elwell, Gary Denton and Joanne Davis

Public Present: Steve Farman, VPPSA, Doug Goulette from Lamoureux & Dickinson, Ellen Stanley, Suzi Hull-Parent, Eli Gabuzda, Stacey Carpenter, Chris Casavant, Sandy Ferland, Jim Cameron and David & Sally Tryhorne

Walter Scott called the meeting to order at 6:30 p.m.

1. Modifications/Changes to Agenda - There were no changes to the agenda.
2. Public Comment - There was no public comment.
3. Review/Approve Minutes of February 13, 2018 Meeting.
Guy Breault moved to approve the minutes as written. Ellen St. Marie seconded. Unanimous.
4. Elm Street Sidewalk Project; To Receive Public Input on the Conceptual Engineering Design
Jonathan Elwell introduced Doug Goulette of L & D who will do an overview of the plans as they are currently. These plans are about 85% complete. Now we are waiting for the State to complete their portion of the work including permitting. Doug pointed out that the sidewalk project will proceed from the intersection of West Berkshire Road (Route 108) northeast up Elm Street to the intersection of Water Tower Road, where it will then cross Water Tower Road turn back onto Route 105 then turn off to the athletic fields. The project will cross many paved and gravel driveways. All driveways will be repaired where they intersect the sidewalk. In the case of McDermotts Trucking, there will also be curb cuts added and a specific entry/exit area will be designated to make for safer pedestrian crossing. . All roadways crossed will have painted pedestrian crossings. There were questions about a pedestrian crossing light at Water Tower Road. Jonathan Elwell believed that this should have been part of the plans but both Doug Goulette and Gary Denton believe we were advised by the State that a light would not be allowed. Jon asked Gary and Doug to research this again for a final determination. Suzi Hull-Parent asked about possibly putting a light a little further up on Water Tower Road where State approval is not required. There was further discussion about street lights at the intersection to light it up as much as possible to make pedestrians more visible. Doug and Gary will be researching this. Jonathan read a note from Jean Jewett who could not be at the meeting. Jean had dropped off a note and pictures of a tree near 93 Elm Street that she is hoping can be removed. Doug Goulette pointed out that as part of this project the State requested that no trees be removed. They are considered aesthetically pleasing as well as historical due to their age. Doug advised that the State would want to do an evaluation of the tree before a determination of whether it should be removed could occur.

Jonathan advised the Trustees that he will need to be made aware as soon as possible if they want to make a change to removing the tree on the sidewalk project. It will take additional time for the plans to

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be redesigned and reviewed by the State. The Trustees have discussed this tree several times, and to date have not changed the plans as had been submitted to the State. Unless he hears from a Trustee requesting this be placed on a Board agenda soon, he will consider the tree removal issue closed.

The next phase of the project is meeting with adjoining property owners for required easements. This will occur during the summer. A member of the public asked what happens if a property owner does not grant an easement and Doug advised that there are two alternatives; purchase a right of way or eminent domain. Hopefully neither of these options will be required.

5. Conflict of Interest Policy

Jonathan included in the Trustee information communication he has been having with Sarah Jarvis of VLCT regarding new state legislation 24 V.S.A. § 1984 – Policy Regarding Conflicts of Interest and Ethical Conduct. Jon also included a copy of the model policy developed by VLCT. The Trustees had asked to have this subject tabled at their last meeting to allow them time to review the information and policy. Ellen St. Marie moved to adopt the VLCT Model Policy, Guy Breault seconded. Unanimous

6. Mutual Assistance

Jonathan included in the Trustee information a copy of an email he received from Dave Westcom, Head Lineman regarding exchanging labor with Swanton Electric. This summer there is a very large line improvement project scheduled and Dave would like to ask for labor assistance from Swanton Electric. In exchange, Swanton has a large line move project coming up in the spring of 2019 and would like to ask for labor assistance from Enosburg Electric. Jonathan feels our working relationship with Swanton is very good and the two crews work well together. There would be no charge from either department for the labor they receive. The Trustees were all in agreement with this arrangement.

7. Manager's Report

- Drop Box Break In Attempt – During President's Day weekend there was an attempt to break into the drop box – there was damage to the box and wall but they were not able to gain access to any payments in the box. Because of the liability involved in having a drop box and this attempt to access it Jonathan made the determination that we will no longer have a drop box. Although there was regret that this attempted break-in had occurred, the Trustees agreed this was the proper step to take.
- Jonathan received change order #8 for the hydro renovation. The value of this change order was \$4,023.54 to replace wear rings in the hydro. As the amount was within the Manager's authority, he approved and signed the change order. The project is still well within its budget.
- Jon included in the trustee information a copy of the Town of Enosburg Warning with Article #4 circled. Jon reached out for legal advice regarding this article and its effect on the Village should it pass at the Town of Enosburgh Annual Meeting.

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- Our next meeting is actually the Village of Enosburg Falls Annual Meeting. This will be held at the Enosburg High School at 6:30 p.m. If any Trustee has questions they would like answered before the meeting, please reach out to Jon or Joanne.
- Annual Reports are available. They have been dropped off at the Town Clerk's office and will be dropped off at the library tomorrow.

8. Other Business

There was no other business.

9. Executive Session: For the Purpose of Discussion Negotiations in which Premature Public Knowledge may Compromise the Position of the Municipality. Guy Breault moved to go to executive session. Ellen St. Marie seconded. The Trustees voted to go into executive session at 7:45 p.m. Joanne Davis remained in executive session.

Ellen St. Marie moved to reenter the Board's Regular Meeting. Seconded by Guy Breault. Unanimous. The Board reentered their Regular Meeting at 9:00 p.m. No action was taken as a result of Executive Session.

10. Adjourn –

Ellen St. Marie moved to adjourn the meeting at 9:00 p.m. Guy Breault seconded. Walter Scott adjourned the meeting at 9:00 p.m.

Respectfully submitted,

Joanne Davis
Director of Finance

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