

VILLAGE OF ENOSBURG FALLS
Meeting of the Board of Trustees
August 14, 2018

Present: Trustees - Walter Scott, Guy Breault, Samuel Vaillancourt, Leonard Charron,
Staff – Jonathan Elwell, Matthew Miner, Gary Denton
Guests – Jim Cameron, Linda Depatie, Sandy Ferland, Shawna Lovelette (arrived 6:42pm)

Meeting called to order by Walter Scott at 6:34 p.m.

1. Modifications/Changes to Agenda

There were no modifications or changes to the agenda.

2. Public Comment

There was no public comment.

3. Review/Approve Minutes July 24, 2018

Samuel Vaillancourt made the motion to approve the minutes of the July 24, 2018 Meeting of the Board of Trustees as written. Seconded by Leonard Charron. Unanimously approved.

4. Enosburg Initiative Report

Jim Cameron referenced the topics that were covered in the August 6 Joint Meeting of Town Select Board and Village Board of Trustees and indicated there were not a lot of new updates since that meeting. Jim stated that the Enosburg Falls Economic Development Corporation will be meeting on Wednesday the 22nd at 3:30pm at Peoples Trust. Jim also stated that the Initiative would be returning to a schedule of two meetings each month starting in September. Jim also spoke about his presentation of the county wide recreation calendar at the August 6th meeting and indicated that he would like to do a better job of presenting that and has gone back to the drawing board to create a better presentation and would like to bring that back to a future meeting.

5. Enosburg Business Association, Request for Block Party

Sandy Ferland agreed to start the discussion indicating that Shawna Lovelette would take over as soon as she arrived. Sandy indicated that the EBA was looking to solidify the requirements for the planned block party. Jon Elwell offered to delay the discussion until Shawna's arrival if that was preferable. Walter Scott agreed to temporarily move on in the agenda and return to this agenda item later.

The discussion resumed at 6:43pm immediately after agenda item #6.

VILLAGE OF ENOSBURG FALLS
Meeting of the Board of Trustees
August 14, 2018

Shawna Lovelette reminded the Board that the EBA had come to an earlier meeting requesting approval to have a block party, and had promised to return and make a formal request when more planning had been completed and a date picked. Because the block party would be an event in conjunction with the Village master plan project and the consultant was now on board, a date of October 13, 2018 has been selected. This block party event would be similar to what the Lion's Club does with bleachers, barricades and trash receptacles. The EBA is requesting permission to shut down Main St from NOTCH Building to Parkside Grill from 4pm – 9pm on October 13, 2018. The goal is to have businesses participate and encouraging visitors from outside Enosburg Falls to attend. The event would have music, activities in the park, and be fun for the whole community. Shawna requested that the board temporarily waive any permit requirements that would allow the participating businesses to have outdoor activities. Samuel Vaillancourt asked which businesses were planning to participate and Shawna Lovelette and Sandy Ferland indicated that they have been waiting to approach local businesses until they had approval. The event will be free. Samuel Vaillancourt asked if this would conflict with Harvest Fest. Shawna Lovelette indicated it would not. Shawna explained that the consultant for the Village Master Plan project would use the block party as part of their community outreach Event #2 with a Village walkabout scheduled in conjunction with the event. Jon Elwell clarified that the walkabout would be a separate event and would occur regardless of whether the block party occurs.

Guy Breault made a motion to approve the event. Samuel Vaillancourt seconded the motion. Discussion: Jon Elwell suggested the board establish an insurance requirement for this event. Shawna Lovelette indicated that the EBA insurance policy would cover this event. Shawna asked if the sheriff services would cover this event. It was agreed that the Sheriff could be contacted to arrange coverage hours. Unanimously approved.

6. Water Department, Variable Frequency Drive/Electric Motor

Gary Denton, Director of Public Works reminded the Board that a pump motor on well #2 had failed last month and was replaced with a new motor. Gary indicated that installing a variable frequency drive (VFD) on the new motor would extend the life of the motor and save an estimated \$2,000 per year in electricity to operate the new motor. Gary indicated that staff has had to regulate the flow from the pump system manually with a valve and that adding this VFD would allow them to regulate the flow automatically with the valve fully open. This would not only help the motor but would also put less stress on the valve. Jon Elwell asked the board to look at the memo from Gary and the quote in their packets from Weston & Samson for \$8,551 and Jon recommends that staff take the money for this purchase from the Water Dept equipment savings account which has a balance of \$22,281.46 because this was not a purchase planned for in the 2018 budget process. Sam Vaillancourt asked about the condition of the valve and Gary indicated it was ok. Gary explained that the motor was replaced rather than repaired because the cost difference was small and the new motor was 94% efficient and would have a

VILLAGE OF ENOSBURG FALLS
Meeting of the Board of Trustees
August 14, 2018

longer life expectancy. Jon explained that this equipment purchase would pay for itself in about 4.5 years from the electricity savings.

Walter Scott asked for a motion to approve the purchase of the VFD.

Sam Vaillancourt made the motion to approve the purchase of the VFD. Guy Breault seconded the motion. Unanimously approved.

7. Electric Department, Plant #1 Battery Charger

Jon Elwell explained this is a piece of equipment needed for the hydro plant to run at maximum efficiency. This was not included as part of the original scope of the hydro renovation project approved in May of 2017. Jon directed the Board to their packets referencing a quote from Olsen Electric for \$6,742 for a 48 VDC charger. In order to prevent delays to the hydro renovation, Jon Elwell had a discussion with Walter Scott two weeks ago to get preliminary approval to order the equipment which had a four week lead time, and is now presenting to the Board for full Board retroactive approval. Gary Denton indicated that repairing the batteries in the existing charger would have cost \$4,000 and would be better to replace the charger completely. Because this was not a budgeted expenditure for 2018, Jon Elwell recommends using funds from the Electric Department equipment savings to make the purchase, which has a current balance of approximately \$92,000. Sam Vaillancourt asked if funds were available in the hydro renovation project contingency. Jon Elwell explained that although there are contingency funds remaining (approximately \$5,000.00), this equipment is not included within the scope of that contract and it might be better to see what occurs over the coming weeks before using those funds.

Guy Breault made a motion to approve the purchase. Leonard Charron seconded the motion. Unanimously approved.

8. Manager's Report

Jon Elwell introduced Matt Miner, the Village's new Director of Finance to the Board and guests.

The Hayes Farm Rd culver project update: The project start date has been pushed back to September 15 due to equipment delivery delay. There should still be enough time to complete within the deadline set by the VT State Agency of Natural Resources.

Hydro Plant Trash Rack Repairs: The repairs have been completed. Divers inspected the rack during the repairs and noted additional deterioration of the racks which are 26 years old, that may require complete replacement within the next 6-8 years. Guy Breault asked if this report would be shared with the insurance provider and Jon Elwell indicated that it would. Jon reminded the Board that the original damage to the racks was being covered by insurance and the total cost to the Village was limited to \$1,500 deductible to cover nearly \$300,000 in repairs.

VILLAGE OF ENOSBURG FALLS
Meeting of the Board of Trustees
August 14, 2018

The claim did cause the insurance carrier to drop the Village's policy but a new carrier has been selected and a new policy is in effect.

Hydro Plant #1 Renovation Project: Recent information has indicated that the contractor, Kingsbury has projected the project completion date will be later than originally established in the contract. The contract called for substantial completion by August 31. Kingsbury's updated schedule projected completion the first week in October. After some discussion this was updated to September 20. Jon Elwell hopes that with continued negotiation, that an additional 10 days could be shaved of this estimate. Paul Becht from Turner Group, the engineer on the project, is scheduled for the August 28 Board Meeting to deliver a formal project status update to the Board. Guy Breault emphasized that it was more important that the project be completed properly, rather than rushing to meet the original deadline.

Kendall Plant Status: The project has not progressed as hoped and has been delayed due to a manufacturing delay in the construction of the gear box. The project was last expected to be completed by the end of August. Currently the manufacturer of the gear box, Xylem, is unwilling to commit to a precise delivery date, but estimates delivery by the end of September. All other parts are ready for installation, so once the gear box arrives the project can be completed. Jim Cameron asked if the parts are manufactured in the US. Jon Elwell indicated that some of the parts are being manufactured in Canada, but was not certain where Xylem's manufacturing is located. Jim Cameron indicated that tariffs have been affecting international delivery delays for some of his projects.

Resolution from VT House of Representatives: Jon Elwell directed the Board's attention to a resolution passed in special recognition of the work performed by electric utility linemen in the state of VT.

9. Other Business

Sam Vaillancourt asked if the Sheriff has been contacted regarding the request made by residents of Mississquoi St at the last Board meeting. Jon reported that he spoke with LT Oliver and asked that LT Oliver contact Lomby Labelle to discuss his concerns. LT Oliver agreed to do so.

Sandy Ferland reported visiting the new interpretive display at Eco Park and was very impressed by it and complimented the Village on the project. Jon Elwell indicated that two more signs will be installed, one over the door styled from old photographs, and second to the left of the building interpreting the history of the building.

Jim Cameron reported that an article on Enosburg Falls is being written for the Free Press.

VILLAGE OF ENOSBURG FALLS
Meeting of the Board of Trustees
August 14, 2018

10. Executive Session – Personnel and Electric Accounts

Samuel Vaillancourt made the motion to enter Executive Session for the purpose of discussing personnel and electric account issues at 7:30pm.

Seconded by Leonard Charron. Unanimously approved.

Guy Breault made a motion to come out of Executive Session. Seconded by Leonard Charron. Unanimously approved. The Board re-entered their Regular Meeting at 8:03pm. There was no action taken as a result of Executive Session.

11. Adjourn

There being no other business to come before the Board at this time, Leonard Charron made a motion to adjourn. Seconded by Sam Vaillancourt. Unanimously approved.

The meeting adjourned at 8:04pm.

Respectfully Submitted,



Matthew Miner, Director of Finance

These minutes were approved by the Board of Trustees at their Regular Board Meeting August 28, 2018.