

VILLAGE OF ENOSBURG FALLS
Meeting of the Board of Trustees
September 12, 2017

Present:

Board of Trustees - Walter Scott, Chair, Guy Breault, Vice-Chair, Leonard Charron, Ellen St. Marie, William Spears, Jr.

Staff – Jonathan Elwell, Joanne Davis and Gary Denton

Public Present: Angela Wright, Zoning Administrator, Amanda Cronin and Pat Hayes of Planning Commission

Walter Scott, Chair called the meeting to order at 6:35pm

1. Changes/Modifications to Agenda – There were no changes to the agenda.
2. Public Comment – There was no public comment.
3. Review/Approval Minutes August 22, 2017 – Ellen St. Marie made a motion to approve the minutes as written. Seconded by Leonard Charron. Unanimous.
4. Discussion on Proposed Village Land Use and Development Regulations
A new set of proposed changes to the Zoning Bylaws have been developed by the Planning Commission. The Town of Enosburgh Planning Commission had their public hearing in August to take public comment on the new proposed bylaws. Village Trustees are required to hold their public meeting within 120 days of the Planning Commission's public hearing. This will need to be scheduled for October or November, 2017.

Guy Breault asked about significant changes to the bylaws and Amanda Cronin and Angela Wright both responded that the changes to the bylaws were in the interest of making the bylaws more business friendly. Definitions were clarified and the bylaws were streamlined. Several areas of the proposed changes were reviewed until the Trustees had no other questions. The Board will decide the date of their public hearing at a future meeting.

Angela Wright, Amanda Cronin and Pat Hayes left the meeting.

5. Discussion on Video Cameras on Public Streets
Jonathan Elwell reminded Trustees of the addition of \$2,000 to the 2017 budget that occurred at the Annual Meeting. Guy Breault had received feedback that the cameras in Richford were not being used. Walter Scott asked if Guy Breault would reach out to the officials in Richford to discuss their use of the cameras. Trustees were concerned with the cost of the cameras, installation and maintenance of them as well as who would be responsible for monitoring them. This will be discussed again once Guy Breault has had a chance to talk with Richford. Leonard Charron also pointed out that Franklin County Sheriff has a contract to provide law enforcement to the Village of Enosburg Falls.

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6. FERC Hydro Relicensing, Pre-Application Document

Jonathan Elwell included in the Trustee information a memo from Paul Nolan, Esq. Our FERC relicensing begins in April 2018 with the submission of a Pre-Application Document. Swanton Village's FERC license renewal needs to begin in 2019. As these renewals are so close together, Jonathan Elwell began conversations with the Village of Swanton and Paul Nolan, Esq. around engaging Paul Nolan in a joint relicensing process for both Villages. Swanton Village will incur 60% of the costs and the Village of Enosburg Falls will be responsible for 40% of Paul Nolan's expenses. This will allow both Villages to get the most efficient relicensing services. Paul Nolan's contract total is \$54,000. The Village of Enosburg Falls would be responsible for \$23,150.

Jonathan Elwell recommended approval of the Pre-Application Document and to engage the services of Paul Nolan, Esq. and accept the proposed 60/40 split with Swanton Village paying 60% of the costs. Leonard Charron moved this recommendation, Guy Breault Seconded. Unanimous - An amendment to allow Jon to sign the contract for the Village of Enosburg Falls was agreed upon by all Trustees.

7. Hayes Farm Road Culvert Replacement Project

Gary Denton received quotes from East Engineering for \$4,900 and from Lamoureux & Dickinson for \$10,500. This is for the engineering of the Hayes Farm Road box culvert which must be done before the bid specs can be sent out. Gary said that he would like to get the engineering done in the fall to allow for bid specs to be sent out during the winter with the work to be done in the spring of 2018. Jonathan Elwell advised the Trustees that if they choose to go with East Engineering, he can approve this expense based on our procurement policy. The Trustees agreed. Jon and Gary also pointed out to the Trustees that the intent was to start the engineering work in November/December 2017. We would then incur some expenses for this project in 2017. Those expenses would be used as part of the Village's match against the Vtrans Structures Grant Enosburg Falls received to help pay for this project. Gary Denton left the meeting.

8. Transco/Highgate Equity Offer

The Trustees agreed to this purchase but purchase financing information was not available at that time through VPPSA. The purchase of the Highgate substation will be financed by the sale of stock options available to participating owners of Transco. VPPSA now has their member financing available for members to consider if they want to finance the Highgate Substation stock equity offer through them. Jonathan Elwell has attached financing information prepared by Crystal Currier of VPPSA. The Village of Enosburg Fall's responsibility is \$85,190. VPPSA will be utilizing a note through TD Bank with a 3.47% interest rate over 10 years. In the past, with one exception, this is how the Village has handled stock options. Guy Breault moved to approve this purchase through VPPSA. William Spears, Jr. seconded. Unanimous.

9. Set Tax Rate

Jonathan Elwell included in the Trustee information a memo from Joanne Davis setting the 2017 tax rate. Unfortunately, there was an increase over the anticipated tax rate due to three situations:

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1. During the time the budget was being built Joanne Davis over-estimated the amount of funds available to carry over to the 2017 budget by \$16,600. This error was not caught until very recently.
2. During the 2016 Annual Meeting, there was a vote to add an additional \$2,000 to the budget. This was approved by voters.
3. There was a decrease in the grand list for 2017 – Joanne has reached out to Kermit Blaisdell at the Enosburgh Town Office for information on what caused the decrease.

Jon met with Walter Scott and Guy Breault when the revenues over expenses error was discovered to discuss ways of mitigating the effect on the 2017 tax rate, but it was agreed that the best option was to cover the deficit through the 2017 tax rate. Guy Breault moved to set the 2017 tax rate at .5558 with the due date for taxes to be 4:00pm October 30, 2017. Leonard Charron seconded the motion. Unanimous

10. Manager's Report

- Enosburgh Initiative Group has been meeting regularly. Jon has been invited to participate in a Village walkthrough with State officials scheduled for 3:30 p.m. on September 14. This will be followed by a pot luck dinner and meeting at the Enosburgh Emergency Services building at 6:30 p.m.
- The Enosburgh Business Association Harvest Festival will be held on September 16, 2017. There will be an unveiling of the drinking fountain at noon which has been renovated and will be working again.
- There has been another net metering application submitted. Godin Solar will be located on Paul Godin's property in Sheldon. This will be a 70kw photovoltaic group. The application for this new service is currently in the P.U.C. process but has not yet been approved.
- Kendall Plant – We have received confirmation that the insurance coverage we have will cover the damage to the Kendall Plant. Unfortunately, there is no business interruption insurance coverage though. The estimate to repair the damage to the Kendall turbine is estimated thus far at \$316,000 but the Village will be responsible for only the deductible of \$25,000. Guy Breault asked for a repair timeline. Jon explained that the purchase order was completed and submitted last week so work began but the completion date is unknown.
- Food Shelf Coin Drop – Jonathan received a complaint through the A.O.T. regarding one volunteer swearing at a group of motorcyclists during their annual coin drop. Jon has reached out to Jean McDermott to discuss this.

11. Other Business - there was no other business

12. Executive Session: Personnel and Legal – Leonard Charron moved to enter into executive session for the purpose of discussing personnel and legal issues at 8:20 p.m. Ellen St. Marie seconded. Unanimous.

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Respectfully submitted,

Joanne Davis
Director of Finance

William Spears, Jr made a motion to re-enter the Board's regular meeting. Seconded by Ellen St. Marie. Unanimous. The Board re-entered its regular meeting at 8:35pm. There was no action taken as a result of executive session.

13. Adjourn – There being no other business to come before the Board of Trustees at this time, Guy Breault made a motion to adjourn. Seconded by Leonard Charron. Unanimous. The meeting adjourned at 8:35pm.

Respectfully Submitted,

Jonathan Elwell, Village Manager

These minutes were approved as written at the September 26, 2017 Trustee meeting.