

VILLAGE OF ENOSBURG FALLS
Meeting of the Board of Trustees
March 22, 2016

Present: Trustees - Walter Scott, Leonard Charron, Guy Breault, Ellen St. Marie
Staff – Jonathan Elwell, Caroline Marcy, Gary Denton

Meeting called to order by Walter Scott at 6:35 p.m.

1. Modifications/Changes to Agenda

There were no modifications or changes to the Agenda.

2. Organizational Meeting

a) ELECT CHAIR

Leonard Charron made the motion to elect Walter Scott as Chair. Seconded by Ellen St. Marie. Unanimous. Walter Scott accepted the nomination.

b) ELECT VICE-CHAIR

Leonard Charron made the motion to elect Guy Breault as Vice-Chair. Seconded by Ellen St. Marie. Unanimous. Guy Breault accepted the nomination.

c) SET MEETING TIMES

It was the consensus of the Board to retain the customary Trustee Meeting time of the second and fourth Tuesday of each month at 6:30 pm to be held at the Village Office Meeting Room, 16 Village Drive.

d) TAC APPOINTMENTS

This position currently is vacant. Ellen St. Marie will look into the requirements of this position.

Walter queried Jon about the results of the advertisement the Village placed informing the community regarding open positions available on the various boards/committees. Jon stated that he has received no response from the advertisement. Walter commented that area communities may offer stipends and/or mileage reimbursement to community members who are willing to fill these positions. He asked Caroline Marcy to check with surrounding municipalities.

e) REGIONAL PLANNING COMMISSION BOARD APPOINTMENTS

Both positions are currently vacant. Leonard Charron volunteered to fill one of the vacancies. It was the consensus of the Board to appoint Leonard to one of the vacant positions.

f) REGIONAL PLANNING COMMISSION ENERGY COMMITTEE APPOINTMENT

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This position is currently vacant.

g) REGIONAL PLANNING COMMISSION WATER ADVISORY COMMITTEE APPOINTMENT

Jonathan Elwell mentioned that this was a relatively new position created by NRPC. This position is currently vacant.

h) TOWN OF ENOSBURGH RECREATION COMMITTEE APPOINTMENT

Guy Breault made the motion to nominate Jesse Wood. Seconded by Leonard Charron. Unanimous.

i) ADOPT RULES OF ORDER

Guy Breault made the motion to adopt a loose interpretation of Robert's Rules of Order. Seconded by Leonard Charron. Unanimous.

3. Review/Approve Minutes February 22, 2016; Informational Meeting March 3, 2016; Annual Meeting March 8, 2016.

Guy Breault made the motion to approve the minutes of the February 22, 2016 Trustee meeting as written. Seconded by Ellen St. Marie. Unanimous. Leonard Charron made the motion to approve the minutes of the Informational Meeting held on March 3, 2016 as written. Seconded by Guy Breault. Unanimous. Ellen St. Marie made the motion to approve the minutes of the Annual Meeting held on March 8, 2016 as written. Seconded by Guy Breault. Unanimous.

4. St. Albans Street Storm Water and Pump Station Property Engineering Study Update – Julie Moore, P.E. Stone Environmental

Jonathan Elwell directed the Board's attention to a memo prepared by Julie Moore, lead engineer from Stone Environmental. Julie gave a brief update regarding the project on St. Albans Street which is addressing the stormwater run-off issue from the area bordered loosely by St. Albans Street, Center Street, Pearl Street, and Church Street.

On Friday, March 11th, Julie met with Guy Breault, Gary Denton, Rodney Allen, Brian Ovitt, Ken Laplant, and Caroline Marcy to review the strengths and weaknesses of each alternative evaluated. Julie presented the preferred alternative which will limit private property impacts to areas much less desirable for development. In order to pursue this approach, it will be essential to have buy-in from the landowner(s).

Julie continued to explain that there is a current grant opportunity available from the State where land acquisition for stormwater treatment is eligible for funding. Julie strongly recommends that the Village consider submitting an application (due April 8th) to request funding for land acquisition, and final design of the stormwater management facility.

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Leonard Charron made a motion to approve submitting an application for this grant opportunity and to give Village staff permission to approach the landowner to discuss this issue. Seconded by Ellen St. Marie. Unanimous.

5. Vtrans Class II Road Paving Grant Application, Orchard Street

The Board of Trustees reviewed the Vtrans FY 2017 Municipal Highway Grant Application prepared by Gary Denton for the Orchard Street Class 2 Highway. Gary briefly described the project along with the associated costs. All Trustees present signed the grant paperwork. Guy Breault made the motion to approve submitting the Vtrans FY 2017 Municipal Highway Grant for the Orchard Street Class 2 Highway. Seconded by Leonard Charron. Unanimous.

6. Vtrans Structures Grant Application, Hayes Farm Road

The Board of Trustees briefly reviewed the Vtrans FY 2017 Municipal Highway Grant Application prepared by Gary Denton for the Hayes Farm Road Bridge & Culvert Grant Application. Gary described the work that would be performed under this grant along with the associated cost. All Trustees present signed the grant paperwork. Leonard Charron made the motion to approve submitting the Vtrans FY 2017 Structures Grant Application. Seconded by Ellen St. Marie. Unanimous.

7. EFHS Concession Stand Water, Wastewater Allocation Request

The Board of Trustees considered a memo submitted by Peter Mazurak of Cross Consulting Engineers, Inc. dated February 25, 2016 in regards to the lot owned by the Enosburgh Town School District located on the south side of Dickinson Avenue. The school district intends to build a concession stand to support the nearby sports fields. This site previously contained a single family dwelling that was torn down.

According to the engineer's analysis, this project will require an additional .8 User Unit Allocation be purchased for both Water and Sewer. This would amount to $0.8 \times \$2,997 = \$2,397.60$ for the Sewer Allocation and $0.8 \times \$500 = \400 for the Water Allocation for a total amount due of \$2,797.60. Gary Denton submitted a memo stating that the Village had sufficient capacity to serve the proposed use.

Guy Breault made a motion to approve the .8 Sewer Allocation and the .8 Water Allocation for a total amount due of \$2,797.60 to the Enosburgh Town School District. Seconded by Leonard Charron. Unanimous.

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8. Water, Wastewater Reduction Request, 93 Elm Street

During a review of the Village's wastewater and water allocations approved for daycare facilities within the Village limits, a clerical error came to Staff's attention. On June 20, 2008, the Village was informed that a daycare no longer operated at 93 Elm Street and a verbal request was made to reduce the 2.25 wastewater and water allocations down to 1 unit. The verbal request resulted in the Village no longer billing the user for the 1.25 wastewater and water allocations that the user wished to relinquish. Village policy requires that this request be received in a written form for Trustee review.

Once the error was discovered, the homeowner was notified and, consequently, submitted the proper written request for Trustee review and approval.

Guy Breault made a motion to approve the reduction from 2.25 wastewater and water allocations down to 1 unit at 93 Elm Street. Seconded by Ellen St. Marie. Unanimous.

Gary Denton left the meeting at 7:30 pm.

9. Enosburg Falls Lions Club Dairy Festival Permit Request

Pierre Boudreau, on behalf of the Enosburg Falls Lions Club, prepared a letter for the Board of Trustees requesting a Peddlers/Festival permit for the dates of June 2nd thru June 5th, 2016 for the Vermont Dairy Festival.

In order to avoid a conflict of interest, Walter Scott and Leonard Charron recused themselves from this agenda item. Walter suggested that the Board pass on this issue until other Board members are present. This item has been tabled.

10. Bank Line of Credit Renewal

Caroline Marcy presented the Peoples Trust Company \$750,000 Bank Line of Credit renewal agreement and note. Currently, the Village has a zero balance on the line of credit.

Leonard Charron made a motion to approve renewal of the Peoples Trust Company \$750,000 Bank Line of Credit. Seconded by Ellen St. Marie. Unanimous. All Trustees in attendance signed the Commerical Line of Credit Agreement and Note along with the required banking resolution and signature paperwork.

11. SQRP Report

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Jon directed the Board's attention to the Service Quality & Reliability Plan Report for 2015 included in the Board's packet. Jon mentioned that the Village of Enosburg Falls was under the baseline standards established for Enosburg Falls in all categories with the exception of 7b Customer average interruption duration aka the CAIDI performance measure.

In lieu of paying a monetary fine for the infraction, the Village of Enosburg has gained permission to reinvest the money in preventative measures such as tree trimming and certain line maintenance expense categories.

12. Managers Report

- H.674, Wastewater Discharge Bill: Discussions are continuing on H.674 – an act relating to public notice of wastewater discharges – in the House Committee. This bill, in its current form, would require immediate reporting, not more than 15 minutes, from the time of discovery for any wastewater discharge, sewer overflow, upset or bypass from a facility. In addition, there are other restrictions regarding recurring overflow areas that would cause additional problems for treatment systems, even though these overflows are permitted under extreme weather conditions. Professionals in the wastewater treatment field testified that the short time frame for reporting was unworkable and diverted operators and crews from the more pressing job of halting the discharge. Jon will keep the Board informed as this bill progresses.
- Hydro Renovation Project Section 108 Filing: Jon regrets to inform the Board that the Department of Public Service appears to be giving the Agency of Natural Resources some type of standing in our section 108 filing for the Hydro Renovation Project. As a result, our section 108 filing has been further delayed.
- Fair Rates Act: Partly through the efforts of Northeast Public Power Association (NEPPA) Congressman, Joe Kennedy (Massachusetts) has announced the "Fair Rates Act" has passed the Congressional House. The act "will increase transparency in the Federal Energy Regulatory Commission (FERC) and allow consumers to legally challenge any proposed rate increases." Members of NEPPA testified before Congress in support of this bill, and NEPPA's legal team at Morgan Meguire also played an important role in keeping tabs on this bill.

13. Other Business

There was no other business

14. Executive Session – For the Purpose of Discussing a Personnel Issue

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The Board entered Executive Session for the purpose of discussing a personnel issue at 7:55pm.

The Board re-entered their Regular Meeting at 8:08 pm. There was no action takes as a result of Executive Session.

15. Adjourn

There being no other business to come before the Board at this time, Leonard Charron made a motion to adjourn. Seconded by Ellen St. Marie. Unanimous. The meeting adjourned at 8:08 pm.

Respectfully Submitted,

Caroline Marcy, Director of Finance

These minutes were approved as written at the April 12, 2016 Trustee Meeting.