

**VILLAGE OF ENOSBURG FALLS**  
**Meeting of the Board of Trustees**  
January 08, 2019

Present: Trustees - Guy Breault, Ellen St Marie, Leonard Charron  
Staff – Jonathan Elwell, Matthew Miner, Gary Denton, Dave Westcom, Ken LaPlant  
Guests – Greg Lamoureux, Jim Cameron, Sandra Ferland

Meeting called to order by Guy Breault at 6:31pm.

1. Modifications/Changes to Agenda

There were no modifications or changes to the agenda.

2. Public Comment

There were no public comments.

3. Review/Approval Minutes December 11, 2018

Leonard Charron made the motion to approve the minutes of the December 11, 2018 Meeting of the Board of Trustees as written. Seconded by Ellen St Marie. Unanimously approved.

4. Utility On-Line Payment Error Fees Complaint – Greg Lamoureux

Initially Greg Lamoureux not present, item tabled. Returned to this agenda item at 6:40pm after item 5A.

Mr Lamoureux asked the Board to reverse fees that were applied to his utility account after a payment was dishonored by the bank as a result of invalid account information. Mr Lamoureux's basis for this request was that these fees had not been clearly communicated to him in advance and although information concerning these fees was posted in the Utility's terms and conditions on the Public Utility Commission's website, that this was not easily accessible to customers. Mr Lamoureux also requested that fees that were charged to 6 other customers over the past 2 years also be refunded. Prior to the meeting, Mr Lamoureux had requested that these fees be more clearly communicated to customers and upon his request, the terms and conditions have been added to the Village's website ([www.villageofenosburgfalls.org](http://www.villageofenosburgfalls.org)) and posted clearly on the wall in the Village's offices located at 16 Village Dr. The Board listened to Mr Lamoureux's request asking many questions about the details of the transaction and the Board agreed to take Mr Lamoureux's request under advisement to discuss further in executive session.

5. 2019 Budget

A. Electric Dept

The Electric Dept draft budget was presented to the Board with a \$154,427 deficit with no proposed rate adjustments. Staff proposes that this deficit can be funded from cash reserves; however several potentially significant changes are pending for this budget. The Board requested that staff return at a future meeting with additional data on these potential modifications.

Return to item 4 above.

B. Public Works Dept

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The Public Works Dept draft budget was presented to the Board with a general fund total expenditure of \$2,045,824 with a proposed tax rate of 0.5879. This draft budget includes 5 large paving projects totaling \$702,000, the Elm St sidewalk project, purchase of a new plow truck to replace a 2010 F550, and roof repairs/replacements to the 16 Village Dr, 210 Dickenson Ave and Lincoln Park Bandstand structures, as well as additional trash receptacles for six locations downtown. Some changes will be made to this budget as well as a result of late breaking information that may delay the Elm St sidewalk construction project. The Board discussed the need for the proposed additional trash receptacles, ultimately agreeing to leave the item in pending further discussion.

C. Water Dept

The Water Dept draft budget was presented to the Board with a \$4,309 deficit with no proposed rate adjustments. Staff proposes that this deficit be funded from cash reserves.

6. Elm Street sidewalk project update

Mr Elwell reported to the Board that recent communications from VT Agency of Transportation suggest that although we have cleared the initial permit approval process, construction for the Elm St sidewalk project will most likely be delayed to 2020 as several permitting and design steps are still required which are expected to take several months in 2019. In addition Mr Elwell proposed that the Board approve Gary Denton, Director of Public Works as the appointed Municipal Project Manager for this project.

Ellen St Marie made a motion to approve appointing Gary Denton as Municipal Project Manager for the Elm St sidewalk construction project. Seconded by Leonard Charron. Unanimously approved.

7. State Mileage Certification

Mr Elwell requested that the Board sign the State Mileage certification as present by Staff.

8. Enosburg Initiative Report

Jim Cameron reported to the Board that through the efforts of several volunteers, most notably Heather Moore and Ivonne Kio, a lease has been signed by the Town of Enosburgh with the School District to use the Monteith house as a trial community center location. The group has obtained a \$5,000 grant from Rise VT to start the project and hopes to begin renovations soon.

Mr Cameron also reported that the Masonic Temple has successfully obtained an \$8,000 matching grant from the Historic Preservation Trust for replacement of the stained glass windows.

Mr Cameron announced that the Vital Village project is holding a public meeting on January 24<sup>th</sup> at 6:30pm at the Emergency Services Building in order to present draft plan recommendations.

On January 19<sup>th</sup> from 10:30am to 12:00pm at the Methodist Church there will be a joint panel discussion.

Mr Cameron reported the Initiative's request presented at the last Select Board meeting for the Town to consider adding a full time Grant Writing and Economic Development staff position. The Select Board is considering the request. Mr Cameron asked that the Trustee's support this request.

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Sandy Ferland asked the Village to be mindful of the cleanup needed on Church St after the recent fire to help ensure that the site does not remain a visual or safety hazard.

9. Manager's Report

- Mr Elwell reported that he issued a letter in support of a proposed Franklin County regional website calendar for which the City of St Albans and the Northwest Regional Planning Commission are working together to make a grant application.
- Mr Elwell reported that he has submitted a request to VTrans to conduct a speed limit study on Water Tower Rd as requested by the Board.
- Mr Elwell reminded the Board there is a special meeting scheduled for January 15<sup>th</sup> to continue reviewing the draft 2019 budget.

10. Other Business

Ken LaPlant notified the Board that he has received a lead on a used sweeper for sale in CT and staff plans to investigate the sweeper's condition in order to make a recommendation to the Board concerning a potential purchase.

11. Executive Session – For the Purpose of Discussing Negotiations in which Premature Public Knowledge may Compromise the Position of the Municipality, and a Personnel Issue

Ellen St Marie made the motion to enter Executive Session for the purpose of discussing negotiations in which premature public knowledge may compromise the position of the municipality, and a personnel issue at 8:25pm. Seconded by Leonard Charron. Unanimously approved.

Ellen St Marie made a motion to come out of Executive Session. Seconded by Leonard Charron. Unanimously approved. The Board re-entered their Regular Meeting at 9:56pm.

As a result of Executive Session; Ellen St Marie made the motion that the Board has discussed Mr Lamoureux's complaint concerning Payment Error Fees and the Board's position is it will not overturn the fees related to Mr Lamoureux's complaint. Seconded by Leonard Charron. Unanimously approved.

12. Adjourn

There being no other business to come before the Board at this time, Ellen St Marie made a motion to adjourn. Seconded by Leonard Charron. Unanimously approved. The meeting adjourned at 9:57pm.

Respectfully Submitted,



Matthew Miner, Director of Finance

***These minutes were approved by the Board of Trustees at a Regular Board Meeting on January 22, 2019.***