

VILLAGE OF ENOSBURG FALLS
Meeting of the Board of Trustees
March 26, 2019

Present: Trustees - Guy Breault, Leonard Charron, Sam Vaillancourt, Jesse Woods, Jason Larose
Staff – Jonathan Elwell, Matthew Miner, Gary Denton
Guests – Pierre Letourneau, Larry Gervais, Polly Rico, Greta Brunswick (via phone)

Meeting called to order by Guy Breault at 6:30 pm.

1. Modifications/Changes to Agenda

Item #5 was rescheduled to 8:30 pm.

2. Public Comment

There were no public comments.

3. Organizational Meeting

Guy Breault turned the meeting over to Sam Vaillancourt as Vice Chair for the election of Chair.

- a) Elect Chair - Leonard Charron made the motion to elect Sam Vaillancourt as Chair of the Board of Trustees. Seconded by Guy Breault. Unanimously approved.

Sam Vaillancourt took over the meeting as Chair.

- b) Elect Vice Chair - Guy Breault made the motion to elect Jesse Woods as Vice Chair of the Board of Trustees. Seconded by Leonard Charron. Unanimously approved.
- c) Set Meeting Times - Guy Breault made the motion to continue to hold regularly scheduled Board of Trustees meetings on the second and fourth Tuesday of each month at 6:30pm. Seconded by Jesse Woods. Unanimously approved.
- d) Paper of Record - Jesse Woods made the motion for the St Albans Messenger to continue to be the newspaper of record for the Village of Enosburg Falls . Seconded by Guy Breault. Unanimously approved.
- e) TAC Appointment - Jesse Woods made the motion to appoint Jason Larose as representative to the TAC Board. Seconded by Leonard Charron. Unanimously approved.
- f) Regional Planning Commission Appointment - Jesse Woods made the motion to reappoint Leonard Charron as representative to the Regional Planning Commission . Seconded by Guy Breault. Unanimously approved.
- g) Regional Planning Commission Water Advisory Board Appointment - No appointment was made for the Regional Planning Commission Water Advisory Commission
- h) Regional Energy Commission Appointment - No appointment was made for the Regional Energy Commission.

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- i) Town of Enosburgh Recreation Committee Appointment - Guy Breault made the motion to reappoint Steve Wadsworth as representative to the Town of Enosburgh Recreation Committee. Seconded by Leonard Charron. Unanimously approved.
 - j) Approval of Annual Election Results - Guy Breault made the motion to approve the election results from the 2019 Annual Meeting. Seconded by Jesse Woods. Unanimously approved.
 - k) Adopt Rules of Order - Jesse Woods made the motion to adopt a loose interpretation of Robert's Rules of Order while conducting public meetings. Seconded by Leonard Charron. Unanimously approved.
4. Review/Approval of Minutes February 26, 2019, Informational Meeting March 11, 2019, Annual Meeting March 12, 2019
Leonard Charron made the motion to approve the minutes of the February 26, Meeting of the Board of Trustees, the March 11, Informational Meeting of the Board of Trustees, and the March 12, Annual Meeting of the Board of Trustees as written. Seconded by Guy Breault. Pierre Letourneau posed a question about how the minutes of the Annual Meeting were recorded. Jon Elwell explained that the minutes were prepared by minute taker Kelee Maddox. Pierre asked why there was not more information in the minutes pertaining to the dialog of the meeting and Mr Elwell explained that the minutes meet the minimum requirements of State Statute and that it is the discretion of the minute taker to include additional information. Unanimously approved.
5. Vital Village Project, Pop-Up Demonstration Request – Greta Brunswick, Northwest Regional Planning Commission
Rescheduled, see item #15.
6. Town of Enosburgh Grant Writer/Economic Development Position – Larry Gervais, Polly Rico
Item tabled until arrival of Larry Gervais and Polly Rico, see item #13.
7. Vtrans, Class II Paving Grant, Orchard Street
Jesse Woods made the motion to approve submission of a grant application to VTrans for repaving of Orchard St in FY 2020 with a 20% match requirement of approximately \$29,000. Seconded by Leonard Charron. Unanimously approved.
8. Enosburg Business Association Outdoor Activities Permit Request
Guy Breault made the motion to approve the outdoor activities permit request from Enosburg Business Association listing the following activities: Easter Egg Hunt on Lincoln Park Saturday, April 20th, Harvest Fest on Lincoln Park, Saturday, September 21st, Popcorn sales in Lincoln Park Tuesday evenings to coincide with the Town Band Concerts during June through August, Enosburg Eats on a date to be determined in August, Christmas in Enosburg Falls, Saturday, December 10th, and other events as requested with separate permit requests. Seconded by Jesse Woods. Unanimously approved.
9. Enosburg Falls Lions Club, VT Dairy Festival Permit Request
Jesse Woods made the motion to approve the permit request from the Enosburg Falls Lions Club for Vermont Dairy Festival May 30th through June 2nd, 2019. Seconded by Jason Larose. Unanimously approved.

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10. Electric Dept. Line of Credit

Guy Breault made the motion to renew the existing line of credit for the Electric Department with Peoples Trust Co. Seconded by Jesse Woods. Unanimously approved.

11. Signatory Authorizations, Village of Enosburg Falls Banking Partners

Jesse Woods made the motion to update signatory authorizations at the banks used by the Village of Enosburg Falls to only include the following names: Sam Vaillancourt (Trustee), Jesse Woods (Trustee), Jason Larose (Trustee), Guy Breault (Trustee), Leonard Charron (Trustee), Andre Beaulieu (Village Treasurer), Jonathan Elwell (Village Manager), Matthew Miner (Director of Finance). Seconded by Jason Larose. Unanimously approved.

12. Manager's Report

Mr. Elwell reported to the Board on three items.

- Mr Elwell informed the Board that the Village received an award of \$11,000 for the Quick Build for Health grant application recently approved by the Board and indicated that staff will work to coordinate with Northwest Regional Planning Commission on the in-kind services pledged by the Public Works department to assist in the execution of the project to construct a parklet near the intersection of Depot St and Main St and the Rail Trail crossing.
- The VT Department of Health has submitted a flyer and is looking for volunteer actors to assist in a Medication Point of Distribution Clinic Exercise to be held at the Enosburg Falls High School on April 23rd and interested parties can contact Scott Carpenter at 802-527-5572 or scott.carpenter@vermont.gov
- The S.106 Pilot Project for Self-Governance Authority which is being supported by Vermont League of Cities and Towns has passed the VT State Senate and will now move to the General Assembly.

13. Town of Enosburgh Grant Writer/Economic Development Position – Larry Gervais, Polly Rico

Larry Gervais and Polly Rico addressed the Board to discuss the Town Selectboard's ongoing efforts to determine what the proposed new position for Grant Writing and Economic Development will look like. Mr Gervais extended an invitation to the Board of Trustees to have a joint meeting of the Town Selectboard and Village Trustees on April 1st to openly discuss this topic. Mr Gervais and Ms Rico indicated that the Selectboard is continuing to work hard to ensure that any new position that may be created be done so with thoughtful consideration of the needs of the Town and Village and an effort is made not to duplicate existing activities of other staff. To this end they felt it might be helpful to hear input from the Village Board of Trustees. The Board agreed to schedule a joint meeting on April 1st.

14. Other Business

There was no other business.

15. Vital Village Project, Pop-Up Demonstration Request – Greta Brunswick, Northwest Regional Planning Commission

Greta Brunswick joined the meeting via teleconference to request support from the Board for a pop-up demonstration for the Vital Village project June 10 through June 17. This would involve some temporary streetscape improvements similar to those installed during Enosburg Eats event last fall.

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Mr Woods reminded Ms Brunswick that during the last demonstration there were some concerns about the ability of trucks to negotiate the intersection at Depot St and Main St and she assured the Board that feedback from the last demonstration would be incorporated into design modifications for this upcoming demonstration. The demonstration would be up for a full week allowing for data collection of the impact on vehicle and pedestrian traffic.

Jesse Woods made the motion to support the installation of a pop-up demonstration for the Vital Village Project in June with further details to follow. Seconded by Jason Larose. Unanimously approved.

16. Executive Session: Negotiations in which Premature Public Knowledge may Compromise the Position of the Municipality, and a Personnel Issue.

Guy Breault 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 8:30pm. Seconded by Leonard Charron. Unanimously approved.

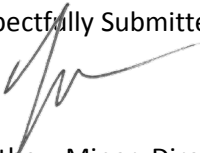
Jesse Woods made a motion to come out of Executive Session. Seconded by Guy Breault. Unanimously approved. The Board re-entered their Regular Meeting at 9:37pm.

As a result of Executive Session, Guy Breault made a motion to authorize the expenditure of \$15,000 to Kleinschmidt Group for engineering services. Seconded by Leonard Charron. Unanimously approved.

17. Adjourn

There being no other business to come before the Board at this time, Leonard Charron made a motion to adjourn. Seconded by Jesse Woods. Unanimously approved. The meeting adjourned at 9:38pm.

Respectfully Submitted,



Matthew Miner, Director of Finance

These minutes were approved by the Board of Trustees at a Regular Board Meeting on April 9, 2019.