

DRAFT
VILLAGE OF ENOSBURG FALLS
Meeting of the Board of Trustees
June 11, 2019

Present: Trustees - Sam Vaillancourt, Jesse Woods, Guy Breault, Leonard Charron, Jason Larose
Staff – Jonathan Elwell, Matthew Miner, Gary Denton, Ken Laplant
Guests – Approximately 20 people attending the walking tour, no guests at the Village office

1. Downtown Walking Tour

At 5:35pm on the porch of the Quincy Hotel Greta Brunswick introduced Mark Fenton, a national consultant who assists communities to improve their walkability, to a group of approximately 20 people. Mr Fenton addressed the group, then at approximately 5:50pm led everyone on a walking tour of the Village to discuss potential improvements.

At approximately 6:35pm the Trustees and staff left the tour which was still in progress and the meeting was suspended in order to relocate to the Village Offices at 16 Village Drive.

The meeting was reconvened at 16 Village Dr by Sam Vaillancourt at 6:50 pm.

2. Modifications/Changes to Agenda

Mr Elwell asked to add an item to the agenda for Executive Session for the purpose of discussing negotiations in which premature public knowledge may compromise the position of the municipality.

3. Public Comment

There were no public comments.

4. Review/Approval of Minutes May 28, 2019 and Special Joint Meeting on June 4, 2019

Guy Breault made the motion to approve the minutes of the May 28, Meeting of the Board of Trustees and the June 4, Special Joint Meeting of the Town Selectboard and Village Board of Trustees as written. Seconded by Jason Larose. Unanimously approved.

5. Water Allocation Request, 185 Duffy Hill Road

Leonard Charron made the motion to grant one water allocation to William Spears for 185 Duffy Hill Rd. Seconded by Guy Breault. Unanimously approved.

6. Bicycle & Pedestrian Planning Grant Application

Jon Elwell reported to the Board that Greta Brunswick plans to address the Board at the June 25th meeting with a draft application for a planning grant from the VTrans Bicycle and Pedestrian Program for consideration by the Board.

7. State River Corridors Draft Flood Maps

Mr Elwell presented to the Board with updated flood corridor maps from Watershed Management Division of State of VT. Staff has reviewed the plans and can not identify any significant changes. The Board was invited to review and comment on the maps. There were no comments from the Board.

8. 2019 Road Paving Projects, VT Municipal Bond Bank

Staff presented documentation to the Board that is required for the participation in the 2019 Vermont Bond Bank municipal bond issue and asks the Board to approve the resolution and authorize staff to execute the documentation for a bond issue of \$490,000 for the 2019 Re-Paving project as approved by Voters.

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Jesse Woods made the motion to adopt the resolution and certificate for a general obligation bond issue for \$490,000 for funding of the 2019 Re-Paving Project as approved by Voters and authorize staff to execute all necessary documentation associated with this bond issue. Seconded by Jason Larose. Unanimously approved.

9. Public Works Department Truck Bids

Staff presented the results of the invitation to bid for the purchase of a new F550 dump truck for the Public Works Department. This capital expenditure was budgeted for 2019 with an estimated cost of \$90,000 and voters approved funding this with a five-year equipment note. This is the second invitation to bid for this purchase. The first attempt resulted in one bid which did not meet the Village's requirements for delivery timeframe and was therefore rejected and a new invitation was presented with modified specifications. Four dealerships were contacted, and one sealed bid was received by the bid deadline. Staff recommends accepting the low bid from Ford of Claremont NH for \$83,990 and waiving the procurement policy requirement that three bids must be received. Staff also recommends attempting to sell the existing used F550 dump truck through a bid invitation process with a minimum bid of \$18,000. If unsuccessful, then this vehicle will be traded in with the purchase of the new vehicle with a trade in value of \$18,000 as presented in the recommended bid, resulting in a net cost of the new vehicle of \$65,990.

Jason Larose made the motion to waive the procurement policy requirement of three bids and accept the low bid of \$83,990 from Ford of Claremont NH for a new F550 dump truck with body, plow and sander. Seconded by Guy Breault. Unanimously approved.

10. Hayes Farm Road Culvert Replacement Bids

Staff presented the results of the invitation to bid for the installation of culverts on Hayes Farm Road. This capital expenditure was budgeted for 2019 with an estimate cost of \$22,000 and is being funded from bond issue approved by Voters. Four contractors were contacted, and two qualifying sealed bids were received by the bid deadline. Staff recommends accepting the low bid from Goodhue Construction for \$27,620.42 and waiving the procurement policy requirement that three bids must be received.

Jesse Woods recused himself from this Board action because his employer, Bates Home and Garden, supplied Goodhue Excavation with cost estimates related to this culvert project, creating a potential conflict of interest for him. Guy Breault made the motion to waive the procurement policy requirement of three bids and accept the low bid of \$27,620.42 from Goodhue Excavation for installation of culverts on Hayes Farm Road. Seconded by Jason Larose. Unanimously approved.

11. Manager's Report

Mr Elwell reported to the Board on four items.

- Northern Forest Canoe Trail is seeking sponsorship from the Village of Enosburg Falls for a paddle event which would involve granting permission to use the Village seal in their promotional materials for the event. The Board consensus is to grant this permission.
- Installation of a new information kiosk at Eco Park has been completed by students from Cold Hollow Career Center. Thanks to all who participated in this project.

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- Mr Elwell reminded the Board that he will be away on vacation and out of the office starting June 19th and returning to the office on July 5th.
- There will be a celebration on June 14th at 2:30pm at the Village office to thank Jodi Benoit for his many years of service to the Village and to wish him well in his new endeavors and the Board is invited to attend.

12. Other Business

Mr Denton reported to the Board that paving repairs have been completed on Orchard St.

13. Executive Session for the purpose of discussing negotiations in which premature public knowledge may compromise the position of the municipality.

Jesse Woods 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 at 7:16pm. Seconded by Leonard Charron. Unanimously approved.

Jesse Woods made a motion to come out of Executive Session. Seconded by Leonard Charron. Unanimously approved. The Board re-entered their Regular Meeting at 7:36pm.

There was no action taken as a result of Executive Session.

14. Adjourn

There being no other business to come before the Board at this time, Guy Breault made a motion to adjourn. Seconded by Leonard Charron. Unanimously approved. The meeting adjourned at 7:36pm.

Respectfully Submitted,

Matthew Miner, Director of Finance

These minutes are not official until approved by the Board of Trustees at a Regular Board Meeting.