

VILLAGE OF ENOSBURG FALLS
Meeting of the Board of Trustees
August 13, 2019

Present: Trustees - Sam Vaillancourt, Jesse Woods, Guy Breault, Leonard Charron, Jason Larose
Staff – Jon Elwell, Matthew Miner, Gary Denton
Guests – Dan Cunningham, Ivonne Kio, Sandy Ferland, Jim Cameron

The meeting was called to order by Sam Vaillancourt at 6:32 pm.

1. Modifications/Changes to Agenda

There were no changes to the Agenda.

2. Public Comment

Sandy Ferland addressed the Board to inform them that during the Harvest Fest, the EBA wishes to close a portion of Missisquoi St from Main St to Champlain Chevrolet in order to ensure the safety of the horses used for the carriage rides. There were no objections from the Board.

3. Review/Approval of Minutes July 23, 2019

Leonard Charron made the motion to approve the minutes of the July 23rd Meeting of the Board of Trustees as written. Seconded by Guy Breault. Unanimously approved.

4. Town of Enosburgh Recreation Department Report

Ivonne Kio shared a copy of the Rec Dept's quarterly newsletter and asked the Board if it would be possible to distribute the newsletter to area residents as "bill stuffer" in their utility bill. The Board consensus was that this would be acceptable and staff agreed to work with Ms Kio to coordinate the logistics with the understanding that the "bill stuffer" would need to be limited to one full page double sided and that there are certain months where regulatory notices would have to take precedence as the "bill stuffer".

5. Main Street Sidewalk Project Bids

Staff presented the results of the public bid for the installation of new sidewalk on the west side of Main St from the intersection of Orchard St northward to the intersection of Rte 108. This capital expenditure was budgeted for 2019 with an estimated cost of \$60,000 funded by sidewalk appropriation funds held in savings. Two qualified sealed bids were received by the bid deadline. Staff recommends accepting the low bid from Goodhue Excavation, Inc for \$56,419.10 and waiving the procurement policy requirement that three bids must be received.

Jesse Woods made the motion to accept the low bid from Goodhue Excavation, Inc for \$56,419.10 and waive the procurement policy requirement that three bids must be received. Seconded by Jason Larose. Unanimously approved.

6. Quick Build, Parklet Project (Main St and Depot St) Bids

Staff presented the results of the public bid for the construction of the parklet project on Depot St. This capital expenditure is being funded in part by a grant from State of VT Health Promotion and Disease Prevention and also by Rise VT. The available funding for this portion of the project is \$9,500. Two sealed bids were received by the bid deadline and both bids exceed the project funding. Low bid was Guilmette's Handyman Services for \$12,500 and the other bid was DCS, Inc for \$13,725. Staff recommends awarding the project to the low bidder, Guilmette's Handyman Services

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and entering into negotiations to attempt to adjust the scope of the project to fit within available funding and waiving the procurement policy requirement that three bids must be received.

Jesse Woods made the motion to award the project to the low bidder, Guilmette's Handyman Services, authorize staff to negotiate an adjusted scope for the project and waive the procurement policy requirement that three bids must be received. Seconded by Jason Larose. Unanimously approved.

7. Conflict of Interest Policy/State Audit Recommendations

Guy Breault made the motion to adopt an updated conflict of interest policy presented by staff in order to ensure compliance with VT State Department of Public Safety requirements for use of Federal Funds. Seconded by Jesse Woods. Unanimously approved.

8. Enosburgh Initiative Report

Jim Cameron and Dan Cunningham spoke to the Board about the possibility of removing the existing security fencing around the Doughboy statue in Lincoln park and replacing it with a more aesthetically pleasing enclosure. Dan wanted to convey to the Board that the current leadership of the Legion is very supportive of this proposal and the Board also conveyed their support for this and both groups agreed to work together to determine the best approach.

9. SQRP Report

Staff presented to the Board the 2nd Qtr SQRP report.

10. Manager's Report

Mr Elwell reported to the Board on six items.

- VT State has new testing requirements for PFAs that will affect the Water Dept. Staff will ensure that the Village is in compliance with these new requirements.
- The Board received a thank you letter from the Tobacco Prevention Coalition for allowing them to make a presentation at the last Board meeting.
- Staff reported that the Village was not successful in winning grant funding for phase III of the Eco Park project from the Northern Borders Regional Commission in the 2019 cycle. Staff will continue to seek funding for the continuation of this project.
- VTrans has officially declined to conduct a traffic/speed study on Water Tower Rd, citing that the area is municipally owned, and the State does not conduct these types of studies on municipally owned roads.
- Recent legislation has removed some of the requirements associated with municipal electric utility borrowing. When debt issuance amounts are within certain limitations, Section 108 approval from the Public Utility Commission and voter approval may not be required and when debt issuance does require approval from the PUC and Voters, these approvals can occur in any sequence.
- VPPSA is recommending participation in a Customer Service Study to be conducted by a third party. The study would be conducted this fall and would involve participation from approximately 50 customers within Enosburgh Electric's service territory.

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11. Other Business

Guy Breault asked a question about the electric generation levels at the Hydro facility. Staff reported that, although they are lower this time of year due to water levels in the river, they continue to be at higher levels than prior to the renovation.

Leonard Charron shared his observation that there is a section of the sidewalk on the south side of Elm St between Pleasant St and Jay View Dr that is very dark at night and appears not to have streetlights on available poles.

12. Executive Session for the purpose of discussions 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 discussions in which premature public knowledge may compromise the position of the Municipality and a personnel issue at 8:08 pm. Seconded by Jason Larose. Unanimously approved.

Respectfully Submitted,



Matthew Miner, Director of Finance

Matthew Miner left the meeting at 8:20pm and minutes were taken up by Sam Vaillancourt.

Guy Breault left the meeting at 8:30pm

Jon Elwell left the meeting at 9:17pm

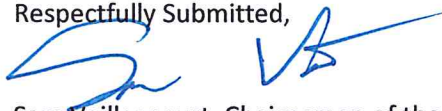
Jesse Woods made a motion to come out of Executive Session. Seconded by Jason Larose. Unanimously approved. The Board re-entered its Regular Meeting at 10:30pm.

No action was taken as a result of executive session.

13. Adjourn

There being no other business to come before the Board at this time, Jesse Woods made a motion to adjourn. Seconded by Jason Larose. Unanimously approved. The meeting adjourned at 10:30pm.

Respectfully Submitted,



Sam Vaillancourt, Chairperson of the Board

These minutes were approved by the Board of Trustees at a Regular Board Meeting on August 27, 2019.