

VILLAGE OF ENOSBURG FALLS
Meeting of the Board of Trustees
January 28, 2020

Present: Trustees - Sam Vaillancourt, Guy Breault, Leonard Charron, Jason Larose
Staff – Jon Elwell, Matthew Miner, Gary Denton, Ken LaPlant
Guests – Sandy Ferland, Jamie Rushford

The meeting was called to order by Sam Vaillancourt at 6:31pm.

1. Modifications/Changes to Agenda

There were no changes to the Agenda.

2. Public Comment

There were no public comments.

3. Review/Approval of Minutes January 14, 2020 and January 21, 2020

Jason Larose made the motion to approve the minutes of the January 14th, 2020 Meeting of the Board of Trustees and the January 21st, 2020 Special Meeting of the Board of Trustees as written. Seconded by Leonard Charron. Unanimously approved.

4. Jamie Rushford, Request for Painted Chairs Charity Event

Guy Breault made the motion to approve a request from Jamie Rushford for permission to display painted chairs on sidewalks in front of businesses downtown during daytime hours from mid-June to mid-August 2020 for the purpose of supporting the “Cat Crusaders” charity. Seconded by Jason Larose. Unanimously approved.

5. Mileage Certification

Jason Larose made the motion to approve the VTrans Certification of Highway Mileage for year ending February 10, 2020 as presented by Staff. Seconded by Leonard Charron. Unanimously approved.

6. NEPPA Mutual Aid Agreement

Leonard Charron made the motion to approve the updated Northeast Public Power Association Mutual Aid Agreement as presented by Staff. Seconded by Guy Breault. Unanimously approved.

7. Parks Use Policy

Staff presented another draft of the Park Use Policy per the Board’s request from the November 26, 2019 Meeting incorporating all changes to date into a single revision including final comments from the Village’s attorney. The Board requested one additional revision and Staff will return to the Board at a future meeting with this final revision for Board review.

8. 2020 Budget

A. Wastewater

Staff reviewed the last requested changes from the Board to obtain estimates to perform any recommended sewer or stormwater improvements that have been identified by the Village’s engineers for consideration prior to the proposed repaving of Orchard St. Engineer’s recommendations include installing three new catch basins to be connected to existing stormwater collection with an estimated cost of \$35,000 and replacing approximately 355’ of very old sewer line at the east end of Orchard St with an estimated cost of \$85,000. Staff recommends inclusion of these projects and funding to come from wastewater operating reserves. The Board requested that these modifications be included in the Final draft of the budget for review on February 4, 2020.

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B. General Fund

Staff presented financial models as requested by the Board at the last budget meeting to provide the Board with information regarding options for using general fund reserves to help stabilize tax rate for upcoming years. Board will review the information presented and revisit the topic at a future meeting, but at this time requested no modifications to the current draft of the General Fund budget for 2020.

C. Electric

Staff reviewed an updated estimate for the repair of the bearing on Plant #1 and staff will make one update to the Electric budget to reflect this new estimated cost for final review on February 4, 2020.

Guy Breault made the motion to authorize Staff to move forward with the repair of the bearing on Plant #1 Hydro unit as quoted by Fairbanks Mill at \$15,000 fixed bid. Seconded by Jason Larose. Unanimously approved

9. Sinking Fund Resolution

Jason Larose made the motion to adopt a resolution creating a sinking fund of \$71,509.66 from unused proceeds of the \$490,000 bond issue approved February 12, 2019 for the purpose of applying principal payments toward the debt service of the bond. Seconded by Leonard Charron. Unanimously approved.

10. Annual Meeting and Annual Report Update

Staff presented a revised copy of the Village Trustees Report for Board review. The Board accepted and signed the report. Staff presented a draft of the Warning for the 2020 Annual Report for Board review. The Board accepted and signed the warning. Staff presented a draft of the Notice of 2020 Annual Meeting for Board review. The Board reviewed the Notice. Staff presented a draft of the public announcement regarding the Elm St Sidewalk Project for Board review. The Board reviewed the announcement and authorized Staff to publish the announcement.

11. Manager's Report

Mr Elwell reported to the Board on three items:

- Staff will be submitting a loan application amendment to add \$10,000 to the Long-Term Control plan loan application with 100% loan forgiveness, for the purpose of installing level monitoring equipment in CSO storage tanks.
- The State of Vermont has indicated that it may be closing the local armory as early as June or July of this year.
- VPPSA will be adding two new staff positions in 2020; an engineer and a GIS mapping technician, which will help to further efforts in Advance Metering Infrastructure (AMI) readiness among VPPSA members.

12. Other Business

There was no other business.

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13. Executive Session for the purpose of discussions in which premature public knowledge may compromise the position of the Municipality.

Leonard Charron made the motion to enter Executive Session for the purpose of discussions in which premature public knowledge may compromise the position of the Municipality at 8:30 pm. Seconded by Jason Larose. Unanimously approved.

Guy Breault made a motion to come out of Executive Session. Seconded by Jason Larose. Unanimously approved. The Board re-entered its Regular Meeting at 9:25 pm.

No action was 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 9:25 pm.

Respectfully Submitted,



Matthew Miner, Director of Finance

These minutes were approved by the Board of Trustees at a Regular Board Meeting February 11, 2020.