

Minutes
VILLAGE OF ENOSBURG FALLS
Meeting of the Board of Trustees
July 14, 2020

Present: Trustees - Leonard Charron, Jason Larose, Heather Moore, Cindi Miner
Staff – Jonathan Elwell, Matthew Miner, Gary Denton
Guests – Jim Cameron, Wayne Elliott, Sean Kio

This meeting was held electronically via Zoom Meeting

Meeting called to order by Heather Moore at 6:31 pm, and she read the Electronic Meeting Disclosure and took roll call.

1. Modifications/Changes to Agenda

There were no changes.

2. Public Comment

There were no public comments.

3. Review/Approval of Minutes Meeting June 23, 2020

Jason Larose made the motion to approve the minutes of the June 23 Meeting of the Board of Trustees as written. Seconded by Cindi Miner. Unanimously approved.

4. Hydro Facility Foot Bridge Replacement Bids

Staff reported that 3 bids were received for installation of a replacement metal catwalk across the spillway of Hydro Plant #1 from Fairbanks Mill for \$14,790, DMS Machining & Fabrication for \$15,183, and Quality Metal Products, Inc for \$18,455. Staff reported that the original value estimated in the 2020 budget for this project was \$10,000 and is recommending that the Board accept the low bid and authorize additional funds to allow the project to proceed.

Cindi Miner made the motion to authorize the additional \$4,790 in funds and accept the low bid from Fairbanks Mill at \$14,790 for the installation of a replacement footbridge at Hydro Plant #1. Seconded by Jason Larose. Unanimously approved.

5. Orchard Street / Water Tower Road Wastewater, Stormwater Repair Bids

Wayne Elliott reported that 5 bids were received for the replacement of a portion of the sewer line on Water Tower Rd, the replacement of a portion of the sewer line on Orchard St, and the installation of additional stormwater basins on Orchard St from SD Ireland Brothers Corp for \$238,335, Munson Earth-Moving Corp for \$202,658, J Hutchins, Inc for \$174,333, Avery Excavation, Inc for \$157,280, and Desroches Construction Services, Inc for \$151,633. Staff recommends accepting the low bid from DCS.

Jason Larose made the motion to accept the low bid from Desroches Construction Services, Inc at \$151,633 for the wastewater and stormwater improvements on Water Tower Rd and Orchard St. Seconded by Leonard Charron. Unanimously approved.

6. Wastewater CSO Level Monitoring Small Purchase #1 Bids

Wayne Elliott reported that two bids were received for the specialized equipment to provide level monitoring of the combined sewer overflow reserve tank from Champlin Associates for \$4,450.57 and McIntosh Controls Corp for \$7,294. Staff recommends accepting the low bid from Champlin Associates.

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Cindi Miner made the motion to accept the low bid from Champlin Associates, Inc at \$4,550.57 for CSO level monitoring equipment. Seconded by Leonard Charron. Unanimously approved.

7. Vital Village Scoping Study RFP Results

Staff reported that two responses were received to the Village's request for proposal to conduct a scoping study of the Vital Village downtown improvement plans from Dubois & King, Inc for \$37,282 and Stantec Consulting Services, Inc for \$40,000. A selection committee reviewed both proposals extensively and found that the proposal from Dubois & King scored slightly higher, includes more estimated staff hours and has a shorter completion estimate and was apparent low bidder, therefore the committee recommends accepting the proposal from Dubois & King.

Jason Larose made the motion to accept the proposal from Dubois & King, Inc at \$37,282 to conduct a scoping study of Vital Village downtown improvement plans. Seconded by Leonard Charron. Unanimously approved.

8. Street Paving – VT Bond Bank Documents Adoption

Cindi Miner made the motion to adopt a Resolution and Certificate and approve the Municipality Tax Certificate, Loan Agreement, and Bond associated with the bond sale for the 2020 Paving Project. Seconded by Jason Larose. Unanimously approved.

9. Lincoln Park Portable Toilets Discussion

Cindi Miner made the motion to authorize renting one, and if needed up to two, portable toilets for three months with bi-weekly cleaning to be installed on a trial basis in Lincoln Park. Seconded by Jason Larose. Unanimously approved.

10. Manager's Report

Mr. Elwell reported to the Board on five items.

- The installation of LED replacement fixtures for all remaining non-LED streetlights in the Village has been completed. Cindi Miner reported receiving some feedback from residents about the light quality from the new fixtures. Staff is currently evaluating options to adjust light shape pattern and will report back to the board with results at a future meeting.
- The legislature has announced the appropriation of \$8mm of Federal funds toward aiding business and residential customers of utilities facing arrearages. The Department of Public Service will oversee the distribution of these funds.
- The Public Utility Commission has approved Enosburg's request for a 4.88% electric rate increase. The new rates will be applied to services delivered on or after July 1, 2020. Special thanks to Steve Farman from VPPSA for his tremendous assistance through the rate case process.
- A press release announcing Enosburg Falls Vital Village Plan winning the Vermont Planners Assn 2020 Plan of the Year award has been release to local news outlets.
- Special congratulations to Brian Ovitt, Chief Operator of the Wastewater Treatment Facility, who has been appointed to the Board of Directors of GMWEA.

The Board requested that announcements regarding the Plan of the Year and Brian Ovitt's appointment be published to Facebook and Front Porch forum by Staff.

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11. Other Business

Jim Cameron reported to the Board on four subjects:

- Dave and Sally Tryhorn continue work on the Masonic Temple and have removed the old lights from the tree on the lot at the corner of Main St and Missisquoi St.
- VPR recently aired a segment on Enosburg Falls. You can read the article and listen to the podcast at <https://www.vpr.org/post/despite-pandemic-enosburg-falls-revitalization-offers-lessons-hope-resilience>.
- Efforts are underway to plan for improvements to the flag display in Lincoln Park, details to follow.
- The next Enosburgh Initiative meeting will be Thursday, July 16, 2020 at 5:30pm on the porch of the Quincy Hotel and virtually via Zoom.

Cindi Miner would like to discuss at a future meeting options to advance paperless processes for the Village.

Jason Larose asked about the status of the church bell that was discussed at a past meeting. Cindi Miner reported that the Historical Society is still working on the project.

12. Executive Session: For the Purpose of Discussing Negotiations in which Premature Public Knowledge may Compromise the Position of the Municipality.

Cindi Miner 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 7:57 pm.

Seconded by Jason Larose. Unanimously approved.

Jason Larose made a motion to come out of Executive Session. Seconded by Cindi Miner. Unanimously approved. The Board re-entered their Regular Meeting at 9:40 pm.

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, Cindi Miner made a motion to adjourn. Seconded by Leonard Charron. Unanimously approved. The meeting adjourned at 9:41 pm.

Respectfully Submitted,



Matthew Miner, Director of Finance

These minutes were approved by the Board of Trustees at a Regular Board Meeting on July 28, 2020.