DRAFT **Minutes**
VILLAGE OF ENOSBURG FALLS
Meeting of the Board of Trustees
July 28, 2020

Present: Trustees – Sam Vaillancourt, Leonard Charron, Jason Larose, Heather Moore, Cindi Miner
Staff – Jonathan Elwell, Matthew Miner, Brian Ovitt
Guests – Jim Cameron, Wayne Elliott, Sean Kio, Steve Diglio, Ken Nolan

This meeting was held electronically via Zoom Meeting

Meeting called to order by Sam Vaillancourt at 6:36 pm and Mr Vaillancourt took roll call and Matt Miner read the Electronic Meeting Disclosure.

1. Modifications/Changes to Agenda
   There were no changes.

2. Public Comment
   There were no public comments.

3. Review/Approval of Minutes Meeting July 14, 2020
   Heather Moore made the motion to approve the minutes of the July 14 Meeting of the Board of Trustees as written. Seconded by Cindi Miner. Unanimously approved.

4. Request for Water, Wastewater Allocations Jay View Dr, Pomerleau Real Estate/Tractor Supply
   Jason Larose made the motion to approve the allocation request from Pomerleau Real Estate for 5.5 Water and Wastewater allocations for the proposed Tractor Supply Store to be located on Jay View Dr. Seconded by Heather Moore. Unanimously approved.

5. Elm Street Wastewater Engineering RLF Application
   Jonathan Elwell explained that the wastewater portion of the phase I engineering study for the proposed Main St and Elm St water and wastewater line replacement project is eligible for Revolving Loan Fund loan forgiveness at 50%. The estimated cost for the wastewater portion of this engineering study is $15,000 and the associated loan forgiveness would be $7,500.

   Cindi Miner made the motion to approve the submission of a $15,000 loan application to the State Revolving Loan Fund which qualifies for 50% loan forgiveness. Seconded by Jason Larose. Unanimously approved.

   Staff also reviewed with the Board that the Village received the proposed engineering services agreement (ESA) with Aldrich & Elliott, which has been approved by the State, to perform the engineering work associated with the project. The Board consensus was to authorize Mr Elwell to execute the ESA.

6. Mid-Year Financial Report
   Staff presented to the Board a report of the financial progress of each the Village's four funds for January – June of 2020.

7. COVID-19 Program and Exposure Control Plan
   Heather Moore made the motion to adopt the COVID-19 Program and Exposure Control Plan as presented by Staff. Seconded by Cindi Miner. Unanimously approved.

8. Enosburgh Initiative Report
   Jim Cameron reported to the Board on four subjects:

   - Volunteers are cleaning and repainting the fence along the rail trail on the south side of Depot St from Main to Archambault. Special thanks for Ellen Stanley's efforts spearheading this project.
   - Wayfinding signs for the rail trail are expected soon.
   - Mr Cameron noted the recent article in the St Albans Messenger on the Village's decision to install a port-o-let in Lincoln Park. Mr Cameron recently met with Michael Frett from the St Albans Messenger to discuss ongoing projects in Enosburgh.
   - The Quincy Hotel is getting guests regularly mainly on weekends.

   The next Enosburgh Initiative meeting will be Thursday, July 30, 2020 at 5:30pm on the porch of the Quincy Hotel and virtually via Zoom.

9. SQRP Report
   Staff provide the quarterly SQRP for the Board's review.

10. Manager's Report
    Mr. Elwell reported to the Board on four items.

    - The Town has appointed Sandy Murphy as the new Health Officer for Enosburgh.
    - The Governor has extended the state of emergency to August 15, 2020.
    - Effective August 1, 2020, wearing of masks in public areas indoor and outdoor will be required where social distancing standards cannot be achieved. There are exceptions to the requirement. More information is available at https://www.healthvermont.gov/response/coronavirus-covid-19/about-coronavirus-disease-covid-19.
    - NRPC has extended an invitation to the Board to attend a ceremony to honor Raymond Larose for all his efforts to support the MVRT. The ceremony will begin at 2pm on August 12, 2020 at the Opera House and will then move to the Kiosk location on the Rail Trail near the intersection with Main St for the unveiling of a memorial plaque.

11. Other Business
    Heather Moore asked when the temporary port-o-let will be installed in Lincoln Park. Staff confirmed the unit is scheduled to be installed by August 1st.

    Sean Kio shared with the Board the redesigned and updated Enosburg Falls 2020 Travel Guide which will be printed by the EBA and available at retailers around the Village. It is also available at https://villageofenosburgfalls.org/wp-content/uploads/2020/07/Enosburg-Falls-2020-Travel-Guide.pdf

    Sam Vaillancourt asked if there is a schedule to reopen the Village Office to walk-in traffic. Mr Elwell explained that staff continues to be flexible with customers who need in person services by

appointment, but at this time staff still believes the risks outweigh the benefits of a general re-opening. The Board also took under consideration the possibility of reestablishing a payment drop box. Staff will continue to evaluate conditions, requirements and restrictions associated with COVID-19 and welcomes any continued input or guidance from the Board.

Jason Larose raised a question regarding the Village's position on allowing ATV traffic on Village Streets to access local businesses. The Board discussed that advantages to ATV riders and local businesses need to be weighed with concerns about vehicle and pedestrian safety and concerns from residents. Mr Elwell confirmed that at this time ATVs and snowmobiles are not allowed on Village Streets.

Cindi Miner noted the colored wet discharge along the Rail Trail in proximity to the cheese plant and asked if there were any environmental concerns. Mr Elwell indicated that the State inspects the Rail Trail and has never indicated any concerns with the discharge.

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 8:04 pm. Seconded by Jason Larose. Unanimously approved.

    Cindi Miner made a motion to come out of Executive Session. Seconded by Leonard Charron. Unanimously approved. The Board re-entered their Regular Meeting at 8:57 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, Leonard Charron made a motion to adjourn. Seconded by Cindi Miner. Unanimously approved. The meeting adjourned at 8:58 pm.

Respectfully Submitted,

Matthew Miner, Director of Finance

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