

**Minutes**  
**VILLAGE OF ENOSBURG FALLS**  
**Meeting of the Board of Trustees**  
August 11, 2020

Present: Trustees – Sam Vaillancourt, Leonard Charron, Jason Larose, Heather Moore, Cindi Miner  
Staff – Jonathan Elwell, Matthew Miner  
Guests – Ken Nolan

This meeting was held electronically via Zoom Meeting

Meeting called to order by Sam Vaillancourt at 6:30 pm and Mr Vaillancourt took roll call and Matt Miner read the Electronic Meeting Disclosure.

1. Modifications/Changes to Agenda

Jon Elwell notified the board that Jim Cameron would not be in attendance and item 6. Enosburg Initiative Report could be removed from the agenda.

2. Public Comment

There were no public comments.

3. Review/Approval of Minutes Meeting July 28, 2020

Jason Larose made the motion to approve the minutes of the July 28 Meeting of the Board of Trustees as written. Seconded by Leonard Charron. Unanimously approved.

4. Lincoln Park Use Permit Request – Cat Crusaders of Franklin County

Jason Larose made the motion to approve the permit request from Cat Crusaders of Franklin County to reserve use of the fountain in Lincoln Park as a back-up location on September 19, 2020 from 11am to 12pm for the Rubber Duck race planned to be held on Tyler Branch with the condition that the applicant follow all COVID-19 requirements. Seconded by Leonard Charron. Unanimously approved.

5. VT Support Agreement Extension

Ken Nolan, General Manager of Vermont Public Power Supply Authority (VPPSA), reviewed the proposed terms of a twenty (20) year extension of the existing Electric Department's participation agreement with Vermont Electric Power Company (VELCO) for the rights to access the High Voltage DC (HVDC) transmission line extending from northern Quebec to the Comerford substation on the VT/NH border which is set to renew on November 1, 2020. The agreement is estimated to cost Enosburg Falls Electric Department approximately \$14,409 in support payments and in exchange the contract rights will have an estimated market value of \$87,556, resulting in estimated net revenue to the department of \$73,147 over the term of the twenty year extension. VPPSA recommends that Enosburg renew the agreement.

Cindi Miner made the motion to adopt the resolution approving the agreement as stated in Attachment 2 and to authorize Jonathan Elwell to execute the required documents associated with the Vermont Participation Agreement extension. Seconded by Jason Larose. Unanimously approved.

6. Enosburg Initiative Report

Agenda item cancelled.

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7. Manager's Report

Mr. Elwell reported to the Board on six items.

- The Public Utility Commission (PUC) has extended the moratorium on involuntary disconnections until September 30, 2020.
- The Department of Public Service (DPS) is working to roll out the utility arrearage assistance program. Utility customers will need to apply for assistance through an online portal and utilities will be required to confirm the qualifying arrearage amount and any approved funds will be paid directly to the utility. More details are to come on Thursday, August 13, 2020 from the DPS.
- Three contractors, ECI, Hutchins, and Pike, participated in the pre-bid conference for the 2020 paving project and bids are due August 20<sup>th</sup>.
- Mr Elwell corrected a misstatement from the July 28<sup>th</sup> meeting when he stated the Board had approved the port-o-let on Lincoln Park for two months, clarifying that the Board approved it for three months. The Board asked if there is any data on how much the port-o-let is getting used. Staff didn't have any information to report at this time.
- Desroches Construction Services (DCS) will begin work Wednesday, August 12, 2020 on the Orchard St stormwater and wastewater improvement project. Beginning Monday, August 17<sup>th</sup> and continuing until Friday, August 28<sup>th</sup>, Orchard St will be closed to through traffic and local traffic will need to enter and exit Orchard St at the west end via Rte 105.
- VTrans Rail Division has approved the installation of the park bench and trash and recycling receptacles near the Kiosk on the Rail Trail west of the intersection with Main St and Staff will work to get those installed in the coming weeks.

8. Other Business

Cindi Miner reminded the Board that pictures and bios are needed from Board members for the Village's website and Heather Moore suggested that the Board commit to getting those to Village Staff by August 25<sup>th</sup>.

Heather Moore raised the topic again of the drop box for customer payments at the Village Office after hearing from more residents that would like to see the drop box service restored. After some discussion, the Board asked staff to return to the next meeting with a report on available secure installation solutions and estimated costs.

9. Executive Session: For the Purpose of Discussing Negotiations in which Premature Public Knowledge may Compromise the Position of the Municipality and a personnel issue.

Heather Moore 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 and a personnel issue at 7:18 pm. Seconded by Leonard Charron. Unanimously approved.

Cindi Miner made a motion to come out of Executive Session. Seconded by Heather Moore. Unanimously approved. The Board re-entered their Regular Meeting at 8:11 pm.

As a result of executive session, the following actions were taken:

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Cindi Miner made a motion to approve the union contracts for Electric and Water Departments and Public Works and Wastewater Departments as reviewed in executive session. Seconded by Heather Moore. Unanimously approved.

Jason Larose made a motion to approve wage increases for 2020 for non-union, non-contracted employees with the same rate as stated in the Public Works and Wastewater Department contract. Seconded by Cindi Miner. Unanimously approved.

10. Adjourn

There being no other business to come before the Board at this time, Leonard Charron made a motion to adjourn. Seconded by Heather Moore. Unanimously approved. The meeting adjourned at 8:13 pm.

Respectfully Submitted,



Matthew Miner, Director of Finance

***These minutes were approved by the Board of Trustees at a Regular Board Meeting on August 25, 2020.***