DRAFT **Minutes**
VILLAGE OF ENOSBURG FALLS
Meeting of the Board of Trustees
August 25, 2020

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

This meeting was held electronically via Zoom Meeting

Meeting called to order by Heather Moore at 6:31 pm and Ms Moore 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 August 11, 2020
   Leonard Charron made the motion to approve the minutes of the August 11 Meeting of the Board of Trustees as written. Seconded by Cindi Miner. Unanimously approved.

4. Drop Box Discussion
   Matt Miner asked the Board if this discussion could be tabled to the next meeting to allow more time to complete the research for the staff report. The Board agreed.

5. Vital Village Scoping Study Contract Amendment
   Cindi Miner made the motion to authorize a contract amendment to the Village's contract with Dubois & King for engineering services to bring the contract into compliance with VTrans requirements. Seconded by Leonard Charron. Unanimously approved.

   Leonard Charron made the motion to authorize Jonathan Elwell to execute the aforementioned contract amendment with Dubois & King. Seconded by Cindi Miner. Unanimously approved.

6. 2020 Road Paving Bids
   Staff reported that two qualifying bids were received for the planned 2020 paving project, Engineers Construction, Inc for $191,395 and Pike Industries, Inc for $210,562. Staff recommends accepting the low bidder, Engineers Construction, Inc.

   Cindi Miner made the motion to accept the low bid from Engineers Construction, Inc for the 2020 paving project for $191,395. Seconded by Leonard Charron. Unanimously approved.

7. Enosburg Initiative Report
   Jim Cameron reported to the Board on five subjects:

   - Volunteers continue with the repainting of the fence along the south side of the rail trail, west of Main St.

- Mr Cameron asked the status of the installation of the park bench on the rail trail and Mr Elwell reported the Village has clearance from the rail division and is in the process of scheduling the installation.
- Work continues on the restoration of the Masonic Temple.
- The bike repair stations have been ordered and have a 6-7 week delivery timeframe.
- There has been interest expressed from an Artist who is considering a studio above the flower shop on Depot St. Economic Development is working with Mr Cameron and the artist.

8. Manager's Report

Mr. Elwell reported to the Board on four items.

- The Governor has extended the state of emergency until September 15, 2020.
- The Department of Public Service (DPS) has rolled out the utility arrearage assistance program. Utility customers need to apply for assistance through an online portal at https://publicservice.vermont.gov/content/vermont-covid-19-arrearage-assistance-program-0. Information about the program has been distributed on Facebook, Front Porch Forum, the Village's website, and via direct mail and phone calls with eligible customers.
- The American Public Power Association (APPA) has been recognized for their efforts in assisting with the Light Up Navajo Project. APPA and New England Public Power Association (NEPPA) have been instrumental in providing mutual aid to assist with the electrification of parts of the Navajo Nation that have never had electricity.
- Mr Elwell made a statement encouraging cooperation, compassion and understanding as we struggle through these challenging times.

Other Business

Sean Kio asked the Board to consider providing a letter of support for Enosburgh Town's application for an Agency of Commerce and Community Development grant entitled Restart Vermont Regional Marketing Stimulus Grant Program in an effort to establish an Enosburgh Downtown Dollars program to help promote support of local businesses.

Cindi Miner made the motion to authorize a letter of support for the Restart Vermont Regional Marketing Stimulus Grant Program application. Seconded by Leonard Charron. Unanimously approved.

9. Executive Session: For the Purpose of Discussing a personnel issue.

Leonard Charron made the motion to enter Executive Session for the purpose of discussing a personnel issue at 7:07 pm. Seconded by Cindi Miner. Unanimously approved.

Leonard Charron made a motion to come out of Executive Session. Seconded by Cindi Miner. Unanimously approved. The Board re-entered their Regular Meeting at 7:25 pm.

No action was taken as a result of executive session.

10. 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 7:26 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.