

DRAFT Minutes
VILLAGE OF ENOSBURG FALLS
Meeting of the Board of Trustees
September 22, 2020

Present: Trustees –Leonard Charron, Heather Moore, Cindi Miner, Jason Larose
Staff – Jonathan Elwell, Matthew Miner, Gary Denton
Guests – Shawna Lovelette, Jennifer Bright, David Tryhorne, Ellen Stanley, 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 Matthew Miner read the Electronic Meeting Disclosure.

1. Modifications/Changes to Agenda

There were no changes.

2. Public Comment

David Tryhorne shared a concern for the loudness and speed of traffic in the Village. Jennifer Bright also shared a concern about trucks using jake brakes on Main St. Ellen Stanley commented on St Albans' "quiet your ride" campaign and suggested inquiring about their impression of the success of that program. Jon Elwell offered to contact the Sheriff's Department and request attendance at a future meeting to hear these public concerns. The Board consensus was this is a good next step.

3. Review/Approval of Minutes Meeting September 8, 2020

Jason Larose made the motion to approve the minutes of the September 8 Meeting of the Board of Trustees as written. Seconded by Cindi Miner. Unanimously approved.

4. EBA – Holiday Parade, Lincoln Park Holiday Lighting

Shawna Lovelette indicated that although plans will be modified this season in response to the pandemic, that the holiday parade is still planned with a modified parade route that would mimic the route used in the past during the Dairy Days Festival Parade. There is also a desire to do the holiday lighting in Lincoln Park with some modifications. Ms Lovelette asked if there are funds available from prior appropriations for holiday lighting. Matthew Miner confirmed that, with this year's \$500 appropriation and prior unused appropriations, there is approximately \$3200 available. Ms Lovelette will return at the October 13th meeting with permit requests and a specific expenditure request.

Ms Lovelette also asked the Board's permission to discuss an additional concern. Shawna would like the Village to consider the condition of the "park and ride" lot on Pearl St. There are currently no trash receptacles in the lot and there is a lot of litter in and around the lot. Mr Elwell suggested that since the State is owner of the lot, perhaps it would be appropriate to reach out to Representative Leffler about these concerns. Ms Lovelette asked if the Board would be willing to provide a letter of support for this concern. Ms Lovelette will reach out to Representative Leffler and report back at the next meeting.

5. Depot Street Paving and Drainage Issues

Gary Denton prepared a memo to the Board outlining a proposed repair to Depot St to address the area of Depot Street between the American Legion Hall and the Opera House that is currently pooling water. Staff would like to shim and pave an area approximately 3,400 sqft at an estimated cost of \$6,950 utilizing funds from the remaining 2020 operating budget line item of \$8,000 for paving repairs. The Village has a contract with ECI for street paving projects that will be completed soon and would like the

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Board to consider waiving the procurement policy requiring a minimum of three quotes or a public bidding process in order to select ECI to perform this repair, with the understanding that this would eliminate the cost of mobilization to perform this repair.

Cindi Miner made the motion to authorize ECI to perform repair for \$6,950 and waive the procurement policy. Seconded by Jason Larose. Unanimously approved.

6. Planned Electric Outage September 26, 2020

Staff reported that there is a planned outage to perform repairs to the switching station which feeds the entire Enosburg Falls electric distribution network. The outage is planned to start at 11pm on Saturday, September 26 and is estimated to be completed by 3am on Sunday, September 27 and will affect all electric customers.

7. Enosburgh Initiative Report

Jim Cameron reported to the Board on seven items.

- The fence painting along the rail trail is completed.
- Mr Cameron asked if there has been resolution to the question of property ownership boundaries at the intersection of the rail trail and Main St that prevented the proposed parklet project from last year. Mr Elwell indicated that, in his last communication with the Rail Division, the State was still investigating. That was approximately one year ago and there has been no update since.
- Mr Cameron thanked Gary Denton for assistance troubleshooting the light on the Doughboy Statue.
- There will be a potluck meeting of the EI on Thursday, September 24 at the Opera House to promote new volunteer participation for the group. All are invited.
- Saturday, September 26 there will be a volunteer effort to install the Gaga Pit at the recreation field adjacent to the Emergency Services Building.
- Mr Cameron asked when the public rollout for the Vital Village Streetscape Scoping Study will occur. Mr Miner indicated that current plans call for a “local concerns” meeting in November, before Thanksgiving. A date certain has not yet been set.
- Unofficial reports are that the port-o-let in the park is getting lots of use.

8. Manager’s Report

Mr. Elwell reported to the Board on five items.

- Dr Fauci, NIAID Director, was recently quoted saying “I believe strongly that if we do what you’ve been doing in Vermont in the rest of the country...that we can not only get through the fall and the winter, but we can come out on the other end better off than we went in.” More info available at: <https://www.wcax.com/2020/09/15/gov-scott-to-provide-covid-19-briefing-with-dr-fauci-could-ease-restrictions/>
- The park bench donated by the FCIDC has been installed along the rail trail just to the west of the intersection with Main St.
- Mr Elwell reported a recent request from resident Barbara Paradee for Enosburg Falls to have a full-service hospital in the community. Ms Paradee wanted to make sure her concern was shared with the Trustees.
- Staff will soon begin drafting the 2021 budgets and at the next Board meeting would enjoy hearing any direction regarding mandates, priorities or projects that the Board would like to provide to Staff.

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- The Electric Department head line-technician will be on vacation the week of September 21st and Swanton Village Electric Department has agreed to provide mutual aid assistance during this time.
- The Village has been awarded an LGER grant for up to \$3,200 reimbursement of eligible COVID-19 related expenses. Submission for reimbursement must be made by December 15, 2020. Special thanks to Sean Kio for assistance with this grant application

Other Business

Staff would like the Board to consider a change order to the contract with ECI for the 2020 Paving Project to expand the portion of paving on Pleasant St. Based upon the existing contract with ECI which came in under budget, Staff would like to extend the area of Pleasant St to run from the intersection of Missisquoi St north to just beyond the intersection with Champlain St for an additional cost of \$45,000. This would leave a contingency in the original project budget of approximately \$9,600.

Leonard Charron made the motion to approve Change Order #1 to the contract with ECI for 2020 Paving Project in the amount of \$45,000. Seconded by Cindi Miner. Unanimously approved.

Heather Moore announced the launch of the Enosburgh Dollars program that includes the issue of 500 gift cards valued at \$10 each to be used at participating local Enosburgh merchants. Funding for this program came from a grant from the Agency of Commerce and Community Development. More info available at: <https://www.eedvt.com/dollars>

Heather Moore asked for an update on the status of the proposed market next to the House of Pizza on Main St. Mr Elwell has attempted to contact the owners without success.

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.

Jason Larose 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 8:02 pm. Seconded by Leonard Charron. 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 9:01 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, Jason Larose made a motion to adjourn. Seconded by Leonard Charron. Unanimously approved. The meeting adjourned at 9:01 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.