

Minutes
VILLAGE OF ENOSBURG FALLS
Meeting of the Board of Trustees
October 13, 2020

Present: Trustees –Sam Vaillancourt, Leonard Charron, Heather Moore, Cindi Miner, Jason Larose
Staff – Jonathan Elwell, Matthew Miner
Guests – Shawna Lovelette, Sandy Ferland, Shaun Coleman (NRPC), Jesse Bugbee

This meeting was held electronically via Zoom Meeting

Meeting called to order by Sam Vaillancourt at 6:33 pm and he 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 September 22, 2020

Cindi Miner made the motion to approve the minutes of the September 22 Meeting of the Board of Trustees as written. Seconded by Heather Moore. Unanimously approved.

4. EBA – Holiday Parade, Lincoln Park Holiday Lighting

Shawna Lovelette and Sandy Ferland updated the Board with details about the holiday lighting plan for Lincoln Park. Ms Lovelette also asked the Board if there would be any objection to lighting some of the trees along Main St if she is able to get cooperation from adjacent businesses to assist in providing power. The Board consensus was in approval of the lighting plans and the expanded parade route that would mimic the route used in the past during the Dairy Days Festival Parade with the expectation of having support from the Lions and Sheriff Dept for traffic control. Ms Lovelette asked if there would be funds available for approximately \$800 worth of new lighting. Sam Vaillancourt asked that Shawna keep the cost under \$1,000. Matthew Miner confirmed that, with this year's \$500 appropriation and prior unused appropriations, there is approximately \$3270 available. Ms Lovelette will return at the October 27th meeting with permit requests. There was also some discussion about the utility pole lighting program regarding expanding to Elm St or Orchard St or Pearl St using the led holiday light shapes used in prior years. The Board agreed to take up this topic at a future meeting.

5. NWCUD Overview/Status Report

Shaun Coleman reported to the Board about the formation and current status of the Northwest Communications Union District (NWCUD). Mr Coleman clarified the role that Northwest Regional Planning Commission has been playing in helping to get the CUD established as well as providing some ongoing administrative support until the CUD becomes more self-sufficient. The CUD was formed in July by action of the Town of Enosburgh and Town of Fairfax. The CUD now has 8 additional member municipalities including: Montgomery, Fairfield, Berkshire, Alburgh, Bakersfield, Richford, Highgate, and Georgia. The District has received some grant funding and is working to establish universal access to broadband for all homes and businesses in its region built on a Fiber to the Premise (FTTP) platform that allows open access to services. Sean Kio is Chair of the Board and Christopher Cota is Vice-Chair. The CUD is working to access Cares Act funding that must be used by December 31, 2020 to begin feasibility studying and expand public WIFI access points to communities throughout the district. Mr Coleman

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clarified that if a municipality adopts a resolution to the join the District, they may appoint a representative and up to 3 alternates to the District board. The District is funded solely by grant funding and service delivery fees, and is prevented by state statute from using any tax funding from any of its member municipalities.

6. 2021 Budget/Project Discussion

Jonathan Elwell invited the Board to provide staff with any initiatives, projects or mandates that should be considered in the draft budget development for 2021. Mr Elwell indicated that Staff is interested in consideration of the following projects: Paving of Depot St, Church St and Bismark St and replacement of the Electric Dept digger truck and possibly a bucket truck, replacement of a section of water line on Rte 108 and possible maintenance on bridge #50. Board members suggested the following additional items for consideration: Addressing the drainage on Depot St, a crosswalk at Depot St and Archembault St, flashing pedestrian crosswalk signs on Main St, picnic tables for Maple and Lincoln parks, maintenance of the benches and fountain in Maple park, research a community composting solution, paving Missisquoi St and the remainder of Pleasant St. Items relating to crosswalks and pedestrian signage will likely be addressed in the ongoing Vital Village Scoping Study.

7. Holiday Schedule

Mr Elwell asked the Board to consider allowing the closure of the Village office on Friday, November 27th, the day after Thanksgiving. The Board had no objections. This is not a designated paid holiday and staff will be required to use paid time off.

8. Manager's Report

Mr. Elwell reported to the Board on four items.

- At this point it is not expected that the electric disconnect moratorium will get extended beyond October 15th, therefore staff has prepared to conduct disconnects the week of October 19th.
- Northwest Regional Planning Commission acknowledged an oversight in failing to request permission for the placement of a memorial plaque at the kiosk on the rail trail and is now retroactively seeking Board approval. The Board consensus was to approve the placement of the plaque.
- Paving has been finished for the 2020 road projects. Some shoulder work and line striping still need to be completed and should be done by the end of the week.
- Replacement doors and the drop box have been installed at the main entrance to the Village office.

Other Business

Mr Vaillancourt asked about the excavation at Main St and Dickinson Ave. Mr Elwell clarified that a water line repair was performed and repaving is planned to be completed by ECI.

Cindi Miner expressed appreciation for the repaving on Orchard St, but noted that there is a sewer line cover that is very low in the center of the street causing a significant dip. Mr Elwell offered to have the Director of Public Works follow up.

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

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 at 8:30 pm. Seconded by Jason Larose. Unanimously approved.

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Heather Moore made a motion to come out of Executive Session. Seconded by Cindi Miner. Unanimously approved. The Board re-entered their Regular Meeting at 9:18 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, Leonard Charron made a motion to adjourn. Seconded by Jason Larose. Unanimously approved. The meeting adjourned at 9:19 pm.

Respectfully Submitted,



Matthew Miner, Director of Finance

These minutes were approved by the Board of Trustees at a Regular Board Meeting on October 27, 2020.