

Minutes
VILLAGE OF ENOSBURG FALLS
Meeting of the Board of Trustees
December 8, 2020

Present: Trustees –Sam Vaillancourt, Leonard Charron, Cindi Miner, Jason Larose
(Heather Moore joined at 6:58pm)
Staff – Jonathan Elwell, Matthew Miner, Brian Ovitt, Gary Denton
Guests – Dan Cunningham, Ellen Stanley, Jim Cameron, Sean Kio, Wayne Elliott, Cindy Weed,
Sandy Ferland, Merrick Gillies

This meeting was held electronically via Zoom Meeting

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

1. Modifications/Changes to Agenda
There were no changes to the agenda.
2. Public Comment
There were no public comments.
3. Review/Approval of Minutes Meeting November 24, 2020 and Special Joint Meeting November 24, 2020
Cindi Miner made the motion to approve the minutes of both November 24 Meetings of the Board of Trustees as written. Seconded by Jason Larose. Unanimously approved.
4. Wastewater Facilities Engineering Evaluation Report
Wayne Elliott from Aldrich and Elliott Engineering provided an overview of the recently completed Wastewater Facilities Engineering Inspection and Evaluation Report, a requirement tied to the 2018 renewal of the facility's operating permit from the State. Mr Elliott reported that Enosburg Falls' wastewater facility is in comparatively good condition given its age and praised the Board and Staff for its efforts in maintaining the facility. The plan identifies plant repairs and improvements that should be scheduled over the next ten years to ensure the continued optimal operation of the facility and estimates capital improvements will cost on average \$91,000 annually over the next five years which can be reasonably accomplished through the Village's current capital plan for the facility.
5. American Legion Post #42 Request to Donate Infrastructure Located in Lincoln Park
Dan Cunningham reported to the Board the Legion's desire to donate the Doughboy Statue in Lincoln Park to the Village after it is returned fully refurbished in May of 2021. The Legion's executive committee approved a draft agreement detailing the terms of the proposed donation which Mr Cunningham provided to the Board for consideration. The Board indicated it will need an opportunity to review the draft agreement and Staff will be in contact with the Legion with any questions or comments. Mr Cunningham indicated that other items in the park belonging to the Legion, including the flag poles, war monuments and cannon could be included in the arrangement.
6. Request for NWCUD to Donate and Install WIFI Device
Sean Kio, Chair of the NWCUD provided information for the Board concerning a proposed donation to the Village of one WIFI Hotspot router to be located on a utility pole near the corner of Main St and Missisquoi St. Data backhaul for the hotspot would be provided by the Town of Enosburgh. Installation would be performed by an authorized contractor for the NWCUD. The acquisition of the hotspot was made possible by CARES Act grant funds from the Department of Public Service.

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Cindi Miner made the motion to accept the donation and authorize the installation by the NWCUD of one WIFI hotspot to be located on a utility pole in proximity to Lincoln Park. Seconded by Heather Moore. Unanimously approved.

7. Request to locate WIFI Signage in Lincoln Park

Jason Larose made the motion to accept the donation of two WIFI hotspot signs by Ellen Stanley for installation by the Public Works department on existing signposts in Lincoln Park. Seconded by Cindi Miner. Unanimously approved.

8. Annual Village Meeting 2021

Mr Elwell provided the Board with information about legislation passed by the State temporarily allowing some flexibility for communities to conduct 2021 Annual Meetings to ensure voter safety during COVID-19 restrictions. Staff's recommendation to the Board is to consider conducting an information meeting virtually before voting day which will be March 9, 2021 and then to conduct voting for all Village elected officials and articles via Australian Ballot. The Board had several questions regarding the details of absentee voting and decided it would be best to schedule a discussion at a future meeting with the Village Clerk present to answer questions about the voting process.

9. Set 2021 Water and Wastewater Allocation Fees

Staff's recommendation to the Board is to retain the current fees for water and wastewater allocations.

Heather Moore made the motion to set 2021 rates for water allocation at \$500 each and wastewater allocation at \$2,997 each. Seconded by Leonard Charron. Unanimously approved.

10. Enosburgh Initiative Report

Mr Cameron reported to the Board on five items.

- Mr Kio and Mr Cameron are working with the Historical Society to prepare an application for the Paul Bruhn grant as a possible funding source to assist with the planned roof replacement on the Historical Museum.
- Mr Cameron has contacted a property owner on Main St and will be talking with Preservation Trust to possibly seek a grant for some façade work.
- Dave and Sally Tryhorne recently installed a new roof over the entrance to the Food Shelf.
- EI volunteers may assist the Food Shelf with some interior COVID-19 safety improvements once they determine what they need.
- Does the Board need any additional information to consider the offer to donate the new fence installed around the Dough Boy statue? Staff requests that a final draft of the proposed agreement be forwarded so that the Board can review.

11. Manager's Report

Mr Elwell reported to the Board on three items.

- Staff will be including a request in the draft 2021 budget to include a new Superintendent staff position in the Electric budget. This is a position that existed previously in the department.
- Staff has been conducting research as requested by the Board to identify possible solutions for providing a community compost drop off location. Staff has been unable to identify a cost-effective approach and is asking the Board if they wish for Staff to continue research into more costly solutions. The Board consensus was to table the request for now.

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- On December 3, a Local Concerns meeting was held to gather community input for the Vital Village Scoping Study. Thirteen people attended the virtual meeting which lasted about an hour and some good feedback was received from members of the community.

12. Other Business

Sam Vaillancourt reported that he has been contacted by the Franklin County Sheriff's Department with a request that our ordinances and fee schedule be posted publicly, and a copy provide to Sheriff's Department. Matt Miner confirmed that the ordinances and fee schedule are posted on the Village's website and Jon Elwell confirmed that another copy can be forwarded to the Sheriff.

Heather Moore made a request that \$2,000 be included in the draft budget for 2021 to conduct Diversity and Inclusion training for the Board and Staff and potentially to make workshops available for community members. The Board instructed staff to include the item in the draft budget and Ms Moore will provide some additional details about the training for the Board's review during the budget approval process to determine if the item will be approved.

13. 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 8:54 pm.

Respectfully Submitted,



Matthew Miner, Director of Finance

These minutes were approved by the Board of Trustees at a Regular Board Meeting on December 22, 2020.