

Minutes
VILLAGE OF ENOSBURG FALLS
Special Meeting of the Board of Trustees
January 19, 2021

Present: Trustees - Sam Vaillancourt, Cindi Miner, Jason Larose, Heather Moore
Leonard Charron joined 7:12pm
Staff – Jonathan Elwell, Matthew Miner, Andre Beaulieu, Gary Denton
Guests – None

Meeting called to order by Sam Vaillancourt at 6:31pm.

1. Modifications/Changes to Agenda

There were no modifications or changes to the agenda.

2. Public Comment

There were no public comments.

3. Mail in Voter Ballots

After discussion considering the option to proactively mail absentee ballots to all registered voters vs the option to require voters to request an absentee ballot, the Board's consensus was to notify voters via a direct mail piece in the utility billing, posting on village website and Facebook and Front Porch Forum and notifications in the St Albans Messenger and County Courier providing information about the 2021 Annual Meeting process and information on how to request an absentee ballot.

4. 2021 Budget

A. General Fund

The General Fund revised draft budget was presented to the Board with general fund total expenditures of \$1,339,50, with a proposed tax rate of 0.5803, a 6.98% increase from 2020. Special projects was updated to remove the proposed replacement of the large plow truck. The Board instructed staff to redraft the budget to transfer \$20,000 of the unrestricted fund reserve for the equipment replacement rather than adding a new appropriation and to revise the estimates for Missisquoi St and Church St/Bismark St paving by adjusting the scope. The Board also asked for some analysis of using some unrestricted fund reserve to retire some existing higher interest debt service. Staff will return to the January 26th meeting with updates.

There was also a brief discussion about the dedication for the annual report.

B. Electric Dept

The Electric Dept revised draft budget was presented to the Board with a \$276,583 operating deficit and \$157,373 fund deficit with revenue estimates based on the 2020 approved rate case. Staff is still working with VPPSA to get guidance on potential 2021 rate case and short-term financing for the FERC relicensing work in progress. Staff is still working on estimates for an engineering study of the system power factor. Staff will return to the January 26th meeting with updates.

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C. Water Dept

The Water Dept revised draft budget was presented to the Board with a \$1,545 operating deficit and \$13,072 fund deficit with no proposed rate adjustments. The Board did not request any additional changes.

Heather Moore made the motion to approve the Water Dept budget as presented by Staff. Seconded by Cindi Miner. Unanimously approved.

D. Wastewater Dept

The Wastewater Dept revised draft budget was presented to the Board with a \$3,677 operating surplus and \$3,442 fund surplus with no proposed rate adjustments. The Board did not request any additional changes.

Jason Larose made the motion to approve the Wastewater Dept budget as presented by Staff. Seconded by Cindi Miner. Unanimously approved.

5. Other Business

Heather Moore asked for some information on the cause of the power outage that occurred today. Jon Elwell explained that VEC's transmission line from Highgate went down and the automatic switching to feed our system from Richford did not occur. VEC had to send a crew to manually switch the feed and this took 48 minutes to restore power to our system. Mr Elwell is expecting a full report of the cause of the failure from VEC when they complete their investigation.

6. Adjourn

There being no other business to come before the Board at this time, Heather Moore made a motion to adjourn. Seconded by Cindi Miner. Unanimously approved. The meeting adjourned at 8:43pm.

Respectfully Submitted,



Matthew Miner, Director of Finance

These minutes were approved by the Board of Trustees at a Regular Board Meeting on January 26, 2021.