

**DRAFT Minutes**  
**VILLAGE OF ENOSBURG FALLS**  
**Meeting of the Board of Trustees**  
February 23, 2021

Present: Trustees –Samuel Vaillancourt, Heather Moore, Leonard Charron, Cindi Miner, Jason Larose  
Staff – Jonathan Elwell, Matthew Miner  
Guests – Jim Cameron, Tim Smith, Elizabeth Nance, Dave Tryhorne

This meeting was held electronically via Zoom Meeting.

Meeting called to order by Samuel Vaillancourt at 6:33 pm.

Samuel Vaillancourt took roll call and read the Electronic Meeting Disclosure.

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 February 9, 2021

Leonard Charron made the motion to approve the minutes of the February 9 Meeting of the Board of Trustees as written. Seconded by Jason Larose. Unanimously approved.

4. Enosburgh Initiative Report

Jim Cameron and Tim Smith gave an update on the proposed downtown development project at what is commonly referred to as the Perley Block. In order to bring the project together with a breakeven proforma, additional funding is needed and Franklin County Industrial Development Corp (FCIDC) would like to apply for a Community Development Block Grant (CDBG) for the project and is requesting that the Village consider participating in a joint application with the Town of Enosburgh. Mr Elwell expressed concern about the demands of administering a CDBG and cautioned the Board. Mr Cameron and Mr Smith agreed to provide additional information and to answer any further questions the Board has at their next regular meeting in March.

5. VTrans – Annual Municipal Highway Plan

Cindi Miner made the motion approve the Annual Highway Plan as presented by Staff. Seconded by Jason Larose. Unanimously approved.

6. Informational Meeting March 3, 2021 Process/Procedures

Staff reviewed recommendations from Vermont League of Cities and Towns (VLCT) for conducting an effective Public Informational Hearing via Zoom, including setting proper expectations at the start of the meeting, establishing specific rules of procedure to ensure that all members of the community have an opportunity to be heard, and ensuring that adequate resources are allocated for the facilitation of the meeting.

7. March 9, 2021 Board of Trustees Meeting

Heather Moore made the motion to cancel the March 9, 2021 meeting of the Board of Trustees. Seconded by Cindi Miner. Unanimously approved.

8. Manager's Report

Mr Elwell reported to the Board on three items.

- VLCT has appointed Ted Brady as their new Executive Director.

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- State of Vermont Transportation Board has issued a letter to municipalities regarding the permitting of helipads and airstrips, a copy of which has been shared with the Zoning Administrator.
- Mr Elwell asked the Board if there were any further questions regarding the upcoming Public Informational Hearing.

9. Other Business

There was no other business raised.

10. Executive Session: For the Purpose of Discussing a Personnel Issue.

Heather Moore made the motion to enter Executive Session for the purpose of discussing a personnel issue at 7:47 pm. Seconded by Jason Larose. Unanimously approved.

Jon Elwell and Matt Miner left executive session at approximately 8:30pm and returned at approximately 8:50pm.

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 9:07 pm.

No action was taken as a result of executive session.

11. 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 9:07 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.***