

VILLAGE OF ENOSBURG FALLS
Meeting of the Board of Trustees
May 25, 2021

Present: Trustees – Samuel Vaillancourt, Heather Moore, Leonard Charron, Sandra Ferland, Eli Gabuzda
Staff – Jonathan Elwell, Gary Denton,
Guests – Chris Sargent, Joseph Donarum, Maggie Cavazos, Ellen Stanley, Cindi Miner, Ken St
Amour, Northwest Access Television

This meeting was held electronically via Zoom Meeting.

Meeting was called to order by Samuel Vaillancourt, Chair at 6:43pm.

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

1. Modifications/Changes to Agenda

There were no modifications to the agenda.

2. Public Comment

There was no public comment.

3. Review/Approval of Minutes May 11, 2021

A motion was made by Heather Moore to approve the minutes as written. Seconded by Sandra Ferland. Unanimous.

4. Vital Village Scoping Study, Engineering Contract Amendment

Chris Sargent from Dubois & King Engineering was having difficulties logging onto the meeting. In light of this, Jon Elwell began the discussion with the Board about the reasons the Management Team is recommending the Trustees amend the completion deadline for the Scoping Study. Currently, the project is contracted to be completed by July 31, 2021. The Management Team is recommending an extension to October 31, 2021, to allow more public outreach effort given the feedback received at the April 28th Alternatives Meeting. After discussion, there was general support from the Board for the contract extension. Sandy Ferland requested that in addition to the posters to be displayed in the windows of the Perley Block, and materials on the Village website including a public survey, she would also like notice of the additional outreach effort to be on Facebook, and Front Porch Forum.

Chris Sargent joined the meeting during this point in the conversation. He reviewed efforts D&K has been making to prepare for more work on their end, and reiterated there would be no additional cost to the contract amount. Sandy Ferland asked if they could create an additional flyer-type summary sheet that could be distributed to businesses in the downtown area. Chris said that could also be done.

Leonard Charron made a motion to approve the Vital Village Scoping Study Amendment as written. Seconded by Heather Moore. Unanimous.

5. Lincoln Park Permit Request, Enosburg Falls High School

Joseph Donarum, Principal of the EFHS, and Maggie Cavazos were present to represent the school's request to hold the 2021 graduation ceremony on Lincoln Park. Jon Elwell reviewed his

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memo to the Board regarding items they should consider regarding the request. These included, if approved, siting that due to COVID-19 Pandemic conditions, the timing of the application in no way sets precedence for any future Park Permit Applications in the future, contacting Dig Safe regarding the use of a tent in the park, and any fees or liability insurance the Board may want to require.

During the discussion, Joseph Donarum also requested that in addition to the graduation ceremony, he wanted to request permission to hold a parade in the Village for the Senior Class, and that a second ceremony for the EF Middle School be allowed the night before the EFHS Graduation Ceremony. Jon Elwell pointed out neither of these events were in the Park Application EFHS had submitted.

After discussion, the Board of Trustees decided the school would need to submit additional applications to the Village for the parade request, and the Middle School Graduation Ceremony. Joseph and Maggie agreed they would do that, and have the applications to Jon Elwell seven days prior to the Board's next meeting for consideration at the June 8th Meeting.

Sandy Ferland made a motion to approve the Parks Use Permit Application for the EFHS Graduation Ceremony with the conditions that they contact Dig Safe prior to setting up the tent, and that they send the Village verification they had liability insurance coverage for the event. Seconded by Leonard Charron. Unanimous.

6. Maple Park Permit Request, Enosburgh Public Library

Heather Moore made a motion to approve the permit request with no fees or insurance coverage for the Enosburgh Public Library. Seconded by Sandy Ferland. Unanimous.

7. Enosburg Business Association, Outdoor Activities Permit Request

Eli Gabuzda made a motion to approve the Outdoor Activities Permit Request with the conditions that the EBA also fill out a separate Park Use Permit request, and Alcohol Use Permit (if having alcohol tasting vendors) for the Harvest Fest. Seconded by Leonard Charron. Unanimous.

8. Sidewalk Project Bids

Gary Denton, Director of Public Works presented the bids received for the St Albans Street/lower Church Street Sidewalk Project. There were two bids received for the project: Goodhue Excavation, Inc. at \$53,908.00, and Desroches Construction Services, Inc. at \$59,760.00. Gary recommended approval of the low bid from Goodhue Excavation, and asked the Board to waive the Village's Procurement Policy requiring three bids given the efforts made to try and get contractors in the area to bid on the project. He also suggested to the Board they may want to consider dropping the bonding requirement for the project, given the relatively small project cost, if the Board wanted to save on the project.

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Leonard Charron made a motion to waive the Procurement Policy, and the bond requirement, and award the project to the low bidder, Goodhue Excavation, Inc. Seconded by Sandy Ferland. Unanimous.

9. No Loitering at Vtrans Park & Ride Facility Request

Sam Vaillancourt had been contacted about noise, and behavioral problems occurring on the State of Vermont Park & Ride property. He was told by the Sheriff's Department that unless "No Loitering" signs were placed on the property, there was nothing law enforcement could do about the complaints. After a short discussion about the purpose of the letter, Sandy Ferland made a motion to approve sending the letter to Vtrans. Seconded by Leonard Charron. Unanimous. Jon Elwell will leave the letter with Sykie Leach for Board members to sign.

10. Manager Priority List

Jon Elwell reviewed the draft Priority List with the Board. Generally, there was agreement the items, and projects on the list should be the priority of the Manager for 2021. Heather Moore asked that "Diversity Equity Training Classes", and more "Community Outreach" be added to the list. There was a consensus from the Board it was fine to add these items to the list. Some Board members commented that the Board of Trustees should also play more of a role in community outreach efforts.

11. Manager's Report

Jon Elwell reported on several items:

- Electric Battery Storage Facilities RFP – As an update to this discussion at the Board's last meeting, Jon informed the Board that VPPSA has moved forward with requesting proposals from contractors for potential battery storage projects at Lyndonville, Enosburg Falls, and Northfield. VPPSA is focusing on an Enosburg Falls site at the Public Works Garage property. Again, none of this is definite, and no funds have been allocated to do a project. VPPSA has requested proposals be submitted to them by June 25th. They would be looking to make recommendations on projects sometime during October of this year.
- New Phone System Update – After several months of attempting to switch over 100% to the new phone system, staff has met an impasse we are unable to resolve at this time. The impasse is a hypothetical scenario where the Village Main Office loses electric power. There is no way to backup the new system as it is internet based. Until such time as a solution can be found to this dilemma, the Village has switched back to the old system.
- White Road Paint Shortage – Gary Denton has informed Jon that there is a shortage of white road paint due to the COVID-19 Pandemic. Village road stripping is being delayed because of this. As soon as supplies can be located this work can be scheduled.

12. Other Business

Board members inquired about several maintenance issues:

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- When will the new picnic tables for Lincoln Park and Maple Park be put up?
- The Board would like the drinking fountain on Lincoln Park turned on.
- A request was made to clean/power spray the walkway area of the Bridge of Flowers & Light.
- There appear to be some exterior lights not working on the Diesel #1 Building.

Jon will contact Gary Denton regarding the picnic tables, the Lincoln Park drinking fountain, and getting a better cleaning on the Bridge of Flowers of Light. He will let Dave Westcom, Lead-Line Technician know that there may be some lights out at the Diesel #1 Building.

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

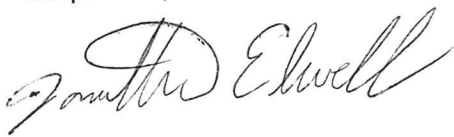
Heather Moore made a motion to enter Executive Session for the purpose of discussing negotiations in which premature public knowledge may compromise the position of the municipality. Seconded by Sandy Ferland. Unanimous. The Board entered Executive Session at 8:43pm.

Heather Moore made a motion to return to the Regular Meeting. Seconded by Sandy Ferland. Unanimous. The Board returned to their Regular Meeting at 9:06pm. There was no action taken as a result of Executive Session.

14. Adjourn

There being no other business to come before the Board at this time, Sandy Ferland made a motion to adjourn. Seconded by Leonard Charron. Unanimous. The meeting adjourned at 9:07pm.

Respectfully Submitted,



Jonathan Elwell
Village Manager

These minutes were approved by the Board of Trustees at a Regular Board Meeting on June 8, 2021.

TRUSTEES MEETING APPROVAL

Minutes of the Meeting for: May 25, 2021

Approved: June 8, 2021

Trustee Signature:

A handwritten signature in black ink, consisting of a large, stylized initial 'C' followed by a series of loops and a long horizontal stroke extending to the right. The signature is positioned above a solid horizontal line.