

VILLAGE OF ENOSBURG FALLS
Meeting of the Board of Trustees
August 24, 2021

Present: Trustees -Samuel Vaillancourt, Heather Moore, Leonard Charron, Sandra Ferland, Eli Gabuzda
Staff – Jonathan Elwell, Abbey Miller
Guests – David Tryhorne, Ellen Stanley, Lane McElree (NW Access TV)

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

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 August 10, 2021
A motion was made by Sandra Ferland to approve the minutes as written. Seconded by Leonard Charron. Unanimous.
4. Enosburg Business Association request for Equipment Labor Assistance with Holiday Lighting on Lincoln Park
David Tryhorne was present to speak with the Board of Trustees regarding holiday lights in Lincoln Park, specifically the fountain lights. Mr. Tryhorne stated that he has been putting this light display up for the last 3 years and there is a small chance he may not be available this year and was hoping if needed he could enlist the help and equipment of the light department this year. A motion was made by Leonard Charron to allow an employee and use of the equipment if it was necessary this year, but this decision is not setting precedent on any similar future requests. Seconded by Heather Moore. Unanimous.
5. Enosburg Business Association Request for Harvest Fest. Lincoln Park Alcoholic Beverage Tasting Event Permit
Sandra Ferland recused herself due to a conflict of interest as she is a member of the EBA and submitted this permit application.
Village Manager Jonathan Elwell explained that the application for this event was submitted on time but is missing several pieces to be complete. Jon Elwell explained that the EBA was in the process of getting the rest of the documents needed.
A motion was made by Leonard Charron to approve the permit request with the condition that all missing documents need to be submitted to the Trustees prior to the event and the Board is to be updated next meeting. Seconded by Eli Gabuzda. Unanimous.
6. Public Hearing for August 31, 2021, VCDP Grant Application, Perley Block Announcement
There will be a Public Hearing on Tuesday August 31, 2021, regarding the VCDP Grant application for Perley Block. This meeting will be at 6:30 at the Village Offices. Elisabeth Nance from FCIDC was present to go over the grant timeline and documents that would need Trustee signatures.

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7. Enosburgh Initiative Report

No one was present to give an update. This item was tabled to a future meeting date.

8. Manager's Report

- Grand List – Finance Director Abbey Miller spoke with the Town of Enosburgh about when to expect the completed Grand List to set the Village tax rate and was advised that it could be another four weeks before it is complete and available. This would likely put the Village with a due date for taxes at the end of October into mid-November.
- Revised Traffic Ordinance – After Sheriff Roger Langevin and Sgt. Nathan Vaillancourt attended the last Trustee meeting and suggested the Village revise our Traffic Ordinance, we have reviewed other towns ordinances and are working on revisions. This will take time to complete, after Trustee approval there is a minimum 60-day public comment and waiting period from the time of adoption. At this time, Heather Moore asked Village Staff to also review the Traffic Noise Ordinance that St. Albans City is trying to implement and to present revisions to the Village of Enosburgh Falls present ordinance at the same time as the Traffic Ordinance.
- Revised Job Descriptions – Laurie Stanley, Staff Accountant has been going through job descriptions and making changes where necessary. Many of the changes are making items or titles gender neutral. This item will be a future Board agenda item to review soon.

9. Other Business

Finance Director Abbey Miller advised Board Members signature cards were ready to be signed at TD Bank and that each member would have to go to TD Bank to sign.

Leonard Charron received a complaint about the grass growing in between each segment of concrete on the sidewalk along areas of Missisquoi Street. Village Manager Jon Elwell stated he would mention this to Public Works staff and work to rectify this issue.

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

Heather Moore made the motion to enter Executive Session for the purpose of discussing a personnel item at 7:13 pm. Seconded by Eli Gabuzda. Unanimously approved. Jon Elwell and Abbey Miller left the meeting.

Respectfully Submitted,

Abbey Miller
Director of Finance

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Sandra Ferland made a motion to come out of Executive Session. Seconded by Leonard Charron. Unanimously approved. The Board re-entered their Regular Meeting at 8:19 pm. No action was taken as a result of executive session

11. Adjourn

Having no other business, Sandra Ferland made a motion to adjourn. Seconded by Leonard Charron. Unanimous. The meeting adjourned at 8:19pm.

Respectfully Submitted,

Samuel Vaillancourt
Chair, Board of Trustees

These minutes were approved by the Board of Trustees at a Regular Board Meeting on September 14, 2021.