DRAFT
VILLAGE OF ENOSBURG FALLS
Meeting of the Board of Trustees
September 28, 2021

Present: Trustees -Samuel Vaillancourt, Heather Moore, Sandra Ferland, Eli Gabuzda
Staff – Jonathan Elwell, Abbey Miller, Gary Denton
Guests – Ben Maddox, Kelee Maddox, Ellen Stanley, Suzanne Hull-Casavant, Jim Cameron, Gretta Brunswick (NRCP), Jesse Woods, Shawna Lovelette, Andrew Dunsmore (EAS), Jeffrey Bryant, Ward Henevold, Cheryl Henevold, Edith Hawksworth, Ashley Johnston (Beverage Gallery), Pat Hayes, Wes Martin, Gerald Varsey (NWTV)

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 September 14, 2021
   A motion was made by Sandra Ferland to approve the minutes as written. Seconded by Eli Gabuzda. Unanimous.

4. Vital Village Scoping Study Alternatives Discussion
   Heather Moore clarified that at this time the Trustees do not need focus on the redesign of any of the alternatives, that they need to decide on moving forward. Ben Maddox expressed his preference of the do-nothing option, stating that it does not cost anything to do nothing. Ben Maddox also expressed concerned about Emergency Services access to buildings and merchant deliveries with the new plans. Enosburg Ambulance Service Director Andrew Dunsmore and Fire Marshall Jeffrey Bryant echoed the concern for Emergency Services access, and it was explained by the Trustees that this project is in the early stages and there are many more steps to be taken that would address these concerns. After further discussion, Heather Moore stated she was in favor of Alternative #3 but to incorporate some aspects of #2, especially for the additional parking. Sandra Ferland also stated that she was in favor of Alternative #3 but would like to incorporate some aspects of #2. Eli Gabuzda stated he was in favor of Alternative #3.
   A motion was made by Heather Moore to accept Alternative #3 with some aspects of #2. Seconded by Sandra Ferland. Unanimous.

5. Underground Power Lines, Main Street
   Sam Vaillancourt asked for this discussion, stating that he felt the timing fits with the Vital Village discussions. Village Manager Jon Elwell stated that putting power lines underground was initially apart of the Master Plan, but it was not in the top 4 projects. Jon Elwell stated that it was possible an Act 248 permit may be required to bury the lines which would involve the State. This and many other issues would need to be researched. The discussion ended with Sam

Vaillancourt requesting to see what costs for an engineering study or scoping study to burly the lines the full length of Main Street in the preliminary 2022 budget.

6. Set 2021 Tax Rate
   A motion was made by Eli Gabuzda to set the 2021 tax rate at the staff recommended rate of .5716. Seconded by Sandra Ferland. Unanimous.

7. Job Description Revisions
   A motion was made by Sandra Ferland to approve the job descriptions as written. Seconded by Heather Moore. Unanimous.

8. Board Meeting Format
   Village Manager Jon Elwell clarified with the Board of Trustees if they want to continue with the hybrid meeting model that was utilized for this meeting. The Trustees would like to continue with this meeting format to maximize meeting access to the public. Director of Finance Abbey Miller stated she had preliminary figures as to what it would cost to purchase the necessary equipment and that ARPA funds could be utilized for this purchase.
   A motion was made by Eli Gabuzda authorizing Abbey Miller to purchase the necessary equipment for a hybrid meeting format and set a budget of up to $4,000.00 utilizing only ARPA funding. Seconded by Sandra Ferland. Unanimous.

9. Enosburg Initiative Report
   Jim Cameron was present to provide an update on EI Projects. Jim stated that the EI has slowed down and will be holding 1 monthly meeting via a hybrid format.
   Opera House – some progress is being made and they just received a $50k grant to use towards the windows and painting.
   Bike Repair Station – They are coordinating with the Elementary School to get a bike station at the school.
   Perley Block – Continuing to work on the childcare center. They had a professional meeting 2-3 weeks ago and are holding another one on Wednesday October 6th at 6:30 at the Quincy Hotel or you can connect remotely.
   Sam Vaillancourt stated he received an email from Devin Coleman that the Perley Block had been nominated to be on the Registrar of Historic Places, but that there was a 30-day deadline to notify all parties involved and that had been missed. Per the regulations, the deadline could be waived if all parties involved agreed to waive the 30-day deadline and allowed for a shorter timeframe. Being on this registrar allows for this project to utilize State Tax Credits to be put back into the building.
   A motion was made by Sandra Ferland to waive the 30-day deadline and allow for the shorter time frame. Seconded by Heather Moore. Unanimous.

10. Manager's Report

New Office Printer – the new office printer has been installed and the upgrade went smoothly.
Municipal Planning Grant, Planning Commission – The Town Planning Commission has decided to move forward with a Municipal Planning Grant to work to consolidate the Town and Village Municipal Zoning By-laws. Jesse Woods, Zoning Administrator will be at the October 12th meeting to officially make the request to the Trustees.
Perley Block VCDP Application – Acknowledgement was received from Patrick Scheld, Community Development Specialist at VCDP regarding receipt, and review of the Village's $500,000.00 application for redevelopment of the Perley Block. The VCDP Board will be meeting November 18th to review and discuss the applications they received this funding cycle.
AMI Project Update – Jon Elwell received the Financial Analysis regarding a proposed Advanced Metering Infrastructure (AMI) project for our Electric and Water Departments. We are down to the final results, and the business model shows a financial case to support Enosburg Falls moving forward with the AMI Project. Jon Elwell will contact VPPSA to see when someone from their staff will have availability to attend an October Trustee Meeting to discuss further as the ultimate decision on this project will be up to the Trustees.

11. Other Business

Heather Moore asked if we have received any updates on the electric car charger station. Jon Elwell stated that we had not received an update yet.
Heather Moore also stated that Sean Kio is currently the Village's representative on the Communications Union District (CUD) and they are looking for additional representation if anyone has someone in mind they would like to recommend to please contact her,
Eli Gabuzda asked about the status of the no loitering signs for the Park and Ride. Jon Elwell stated he had followed up with Jim Cota with VT AOT and that they are still looking into it.

12. Adjourn

Having no other business, Sandra Ferland made a motion to adjourn. Seconded by Eli Gabuzda. Unanimous. The meeting adjourned at 8:30pm.

Respectfully Submitted,

Abbey Miller
Director of Finance

These minutes are not official until approved by the Board of Trustees at a Regular Board Meeting.