DRAFT Minutes
VILLAGE OF ENOSBURG FALLS
Meeting of the Board of Trustees
February 22, 2022

Present: Trustees – Samuel Vaillancourt (arrived at 7:02pm), Sandra Ferland, Leonard Charron, Eli Gabuzda, Heather Moore
Staff – Jonathan Elwell, Abbey Miller, Gary Denton
Guests –Gerald Varsey (NWTV), Ellen Stanley, David Tryhorne, Elisabeth Nance (FCIDC), Jesse Woods, Shaleigh Draper, Ken Nolan (VPPSA), Shawna Lovelette, Ward Heneveld, Kelee Maddox

Meeting was called to order by Heather Moore, Vice-Chair at 6:31pm

1. Modifications/Changes to Agenda
   There were no modifications to the agenda.

2. Public Comment
   There was no public comment.

3. Review/Approval Minutes Meeting February 8, 2022
   Eli Gabuzda made the correction that he had abstained from the vote regarding the Noise Ordinance, therefore the vote was not unanimous. A motion was made by Sandra Ferland to approve the minutes as amended. Seconded by Leonard Charron. Unanimous.

4. Downtown Transportation Fund Grant Application Request, FCIDC and E.I.
   Village Manager Jon Elwell provided a draft copy of the grant application to the Trustees. Discussions centered around the amounts that were listed in the grant for the project and what the level of participation was expected to be from the Village regarding staff labor and cash contributions. There was a concern that what was represented in the application was not what was proposed at the last Trustee meeting. Zoning Administrator Jesse Woods and Planning Commission Chair Shaleigh Draper were also present to convey concerns about the timeline and their involvement in this grant process. Both the Zoning Administrator and Planning Commission Chair were just made aware of this project over the weekend and were not aware of the details and stated this would require a special meeting. The Planning Commission must approve and sign off on this project and grant application for it to move forward. It was decided to continue to move forward with the application process with the suggested corrections to the grant application. Both the Planning Commission and Trustees would hold a special meeting to give final approval and sign off on the application prior to its deadline of March 7th.

   Board Chair Sam Vaillancourt entered the meeting at 7:02 pm and the meeting was turned over to him.

5. Proposed Electric Department AMI Project – VPPSA, Ken Nolan, Ken St Amour
   Ken Nolan, General Manager for VPPSA, provided an update on VPPSA's efforts with moving the AMI project forward. Ken Nolan stated that he has recently testified before Legislature requesting funds for up to 50% of the cost for utilities, but regardless of funding, VPPSA is recommending that members move forward with this project. VPPSA has also been working with their banks exploring options of VPPSA providing the funding for the project and turning that into a monthly cost to its members.

6. Electric Department, Proposed WRAP Program discussion – VPPSA, Ken Nolan
   Ken Nolan wanted to discuss a program that the Vermont Housing Authority is looking to introduce. The proposed program is WRAP – Weatherization Repayment Assistance Program. It would work with low to moderate income households on offering a loan program for any weatherization upgrades that are made to their residence. They would pay back the loan through their utility bill and the Utility would act as the go between for the customer and VHFA. Finance Director Abbey Miller expressed some concern over the logistics of this program and would like to further discuss this program with VHFA before any decisions are made.

7. Lincoln Park Use Permit Request, Enosburg Business Association Concert Series
   Shawna Lovelette, EBA member, was present to discuss the proposed Summer Concert Series the EBA is coordinating. Along with the concerts, they are looking into having food trucks. The board advised Shawna they support these events and request Shawna return at a later date with and updated application with specific dates and update which streets would need to be closed for these events.

8. Water, Wastewater Allocations Request 150 St. Albans Street
   A motion was made by Eli Gabuzda to approve the Water and Wastewater Allocation for 150 St. Albans Street. Seconded by Sandra Ferland. Unanimous.

9. Adoption Road & Bridge Standards
   A motion was made by Eli Gabuzda to adopt the Road & Bridge Standards as written, reflecting no changes from 2021. Seconded by Sandra Ferland. Unanimous.

10. Manager's Report
    Orchard Street Speeding Complaint and Request – Village Manager Jon Elwell brought forward a complaint from a resident on Orchard Street about the speed of vehicles. He advised that he also forwarded this complaint to the Franklin County Sheriff's Office.
    SAIFI/CAIDI Numbers – Village Manger Jon Elwell updated the board on how these numbers are determined on the SQRP report filed by the Utility.
    Farewell – With this being the last Trustee meeting for Village Manager Jon Elwell bid farewell to the Trustees and thank them for the opportunity to serve for the last 17 years.

11. Other Business
    Finance Director Abbey Miller stated that with Jon Elwell's departure, a new authorized person would need to be named to the Village's Edward Jones account. A motion was made by Eli Gabuzda to appoint Staff Accountant Laurie Stanley as the Village of Enosburg Falls Authorized Representative. Seconded by Leonard Charron. Unanimous.
    Finance Director Abbey Miller stated that the Board needed appoint an alternate to the VPPSA Board. Presently Public Works Director Gary Denton is named the alternate and that needs to be updated. A motion was made by Sandra Ferland to remove Gary Denton as the alternate and

name Finance Director Abbey Miller as the alternate to the VPPSA Board. Seconded by Heather Moore. Unanimous.
Abbey Miller also stated that the Village has received the final quote for the purchase of a plow truck for the Highway Department and that would need to be signed off on by the Chair to secure the truck purchase. Sam Vaillancourt, Chair of the Board of Trustees, signed off on the quote.

12. Executive Session: For the Purpose of Discussing a Personnel Item
    Leonard Charron made a motion to enter Executive Session for the purpose of discussing a Personnel Item. Seconded by Eli Gabuzda. Unanimous. The Board entered Executive Session at 8:41pm. Jon Elwell left the meeting at this time.

    Sandra Ferland made a motion to re-enter the Board's Regular Meeting. Seconded by Heather Moore. The Board re-entered their Regular Meeting at 9:48pm.

    There was no action taking as a result of discussions in Executive Session.

13. Adjourn
    There being no other business to come before the Board at this time, Eli Gabuzda made a motion to adjourn. Seconded by Heather Moore. Unanimous. The meeting adjourned at 9:48pm.

Respectfully Submitted,

Abbey Miller
Director of Finance

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