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

Present: Trustees – Samuel Vaillancourt, Sandra Ferland, Leonard Charron, Eli Gabuzda, Heather Moore
Staff –Abbey Miller, Gary Denton, Laurie Stanley, Brian Ovitt
Guests –Gerald Varsey (NWTV), Cindy Weed, Shawna Lovelette, Jesse Woods, David Tryhorne, Sally Tryhorne, Ellen Stanley, Greg Lamoureux, Ward Henevold, Katherine Bennett, Cate Bennett, Courtney Bennett, Pierre Boudreau

Meeting was called to order by Sam Vaillancourt, Chair at 6:31pm

1. Modifications/Changes to Agenda
   There were no changes.

2. Public Comment
   Ellen Stanley mentioned that there was a problem with the Village calendar on the website, the first meeting of the month was removed. Finance Director Abbey Miller advised staff would review and fix the issue.
   Cindy Weed presented a letter with 25 signatures expressing concerns over how the last election was conducted and requested the Village Clerk attend a course regarding elections. The Trustees expressed they felt that was a reasonable request.

3. Organizational Meeting
   Sam Vaillancourt turned the meeting over to Vice Chair Heather Moore for the election of Chair.
   A. Elect Chair – Sandra Ferland motioned to nominate Sam Vaillancourt as Chair. Seconded by Eli Gabuzda. There were no other nominations. Unanimous. Heather Moore turned the meeting back over to Sam Vaillancourt.
   B. Elect Vice-Chair – Sandra Ferland motioned to nominate Heather Moore as Vice-Chair. Eli Gabuzda seconded. There were no other nominations. Unanimous.
   C. Set Meeting Times – There was a unanimous decision to hold Regularly scheduled Board of Trustees Meetings on the second and fourth Tuesdays of each month at 6:30pm.
   D. Paper of Record – There was a unanimous vote for the St Albans Messenger to continue to be the newspaper of record for the Village of Enosburg Falls.
   E. TAC Appointments – There was a unanimous vote for Gary Denton as representative to the TAC position.
   F. Regional Planning Commission Board Appointments – Eli Gabuzda nominated Leonard Charron. Seconded by Sandra Ferland. Unanimous. Discussion about the second seat centered on if Jesse Wood would be available. Jesse stated he was already nominated for the Town of Enosburgh and would see if he could fill both seats.
   G. Regional Planning Commission Water Advisory Commission – There were no nominations.
   H. Regional Energy Commission Appointments – There were no nominations
   I. Town of Enosburgh Recreation Committee Appointment – Heather Moore made a motion to nominate Steve Wadsworth. Seconded by Eli Gabuzda. Unanimous.
   J. Approval of Annual Election Results – Eli Gabuzda made a motion to approve the Annual Election results. Seconded by Leonard Charron. Unanimous.

K. Adopt Rules of Order – Leonard Charron made a motion to adopt a loose interpretation of Robert's Rules of Order while conducting public meetings. Seconded by Heather Moore. Unanimous.

4. Review/Approval Minutes Meeting February 22, 2022, Special Meeting March 3, 2022 and Informational Meeting March 7, 2022.
   Two spelling corrections were pointed out, one in the March 3rd meeting minutes and in the Informational Meeting minutes. Sandra Ferland made a motion to accept the minutes with the discussed corrections. Seconded by Leonard Charron. Unanimous.

5. Brownway River Trail Crosswalk from Enosburg Elementary School, Cate Bennett
   Fourth Grader Cate Bennet presented a request to the Trustees regarding the installation of a crosswalk from the Enosburg Elementary School to the Brownway River Trail crossing. Cate spoke of safety concerns for students with not having a crosswalk and offered a petition signed by several students in support of this project along with letters of support from community members and school staff. Finance Director Abbey Miller stated that there are several grants that could fund this project for next year, but that most deadlines have passed. Abbey Miller offered to reach out to Cate this summer to continue the search for funding to complete this project in the Spring of 2023. The Board expressed their support for this project and thanked Cate for bringing it to their attention and for her work putting together her presentation.

6. Outside Activities Permit for 2022 Activities, Enosburg Business Association, Shawna Lovelette
   EBA member Shawna Lovelette was present to discuss the EBA's planned activities for 2022, the first being an Easter Egg Hunt on April 16th. The Board appreciated the list of events for 2022 and requested the appropriate permits be submitted for each event and agreed to waive the fee. Shawna said she would submit the Parks Use Permit for the Easter Egg Hunt and the Board agreed to waive the timeline based upon tonight's preliminary approval.

7. Welcome Signs, David Tryhorne
   David Tryhorne presented a couple more options for the Trustees to decide on for new welcome signs and the Board decided on which sign they preferred the most. David also asked if the Board would approve a 4x4 sized sign over the originally proposed 4x6 and the Board agreed with the size change.

8. Festival Permit, Dairy Festival, Enosburgh Lions Club, Pierre Boudreau
   A motion was made by Eli Gabuzda to approve the request for the Lions Club to hold June Dairy Days the weekend of June 2nd through June 5th, 2022. Seconded by Sandra Ferland. There was discussion regarding whether the Lions Club would need to put in a permit for the park and the bandstand, Sam Vaillancourt said he would look into that and get back to Pierre.

9. Enosburgh Initiative Update, Jim Cameron
   Members of Enosburg Initiative were present to share an idea with the Board of Trustees regarding the Village Manager position. Their thought process is to have a manager position that works for both the Village and the Town. It was expressed to EI that would possibly entail changing the Village's charter and that the Village still would need a manager in the interim as

this would be a lengthy process. It was suggested that this be discussed further with the Town of Enosburgh at a joint meeting.

10. Water, Wastewater Allocations Request Franklin Foods, and Purpose Energy
    A motion was made by Eli Gabuzda to approve the Water and Wastewater Allocations as requested, noting that the agreement with the Water Allocation would be a special contract and does not set precedence for future requests. Seconded by Sandra Ferland. Unanimous.

11. VMBB Certificate of Project Completion, Abbey Miller
    A motion was made by Eli Gabuzda to certify that the 2021 Paving Project was completed for the VMBB Bond. Seconded by Heather Moore. Unanimous.

12. Staff Report
    RiseVT Grant – All paperwork has been completed and submitted for the $2,000.00 for the Dickinson Avenue/Main Street Crosswalk.
    Village of Swanton - Abbey Miller has reached out to Swanton Village regarding their offer to assist during the Village Manger transition. They have been assisting Enosburg Falls with bringing Abbey Miller up to speed with the FERC licensing process and by trying to assist with getting the Kendall Hydro running again.
    FERC – After several conversations with Paul Nolan, things are finally progressing with the FERC licensing process. It was discovered that some deadlines had been missed due to a delay in response on information gathering from the Village, but we are moving forward rapidly now.
    Peoples Trust Company LOC for FERC Expenses – Abbey Miller has been speaking with PTC regarding the LOC that the Village has been using to cover FERC related expenses. PTC has agreed to renew the LOC with carrying the balance we have already borrowed. This is a best-case scenario for the Village, and we will review this on an annual basis with PTC.
    Kendall Hydro – We are still experiencing issues with the Kendall Hydro controls resulting in the Kendall still being down. Dave Westcom has been in contact with Electrical Technology Solutions out of NH to look at our controls and we are hopeful they can come up with a permanent solution to keep the Kendall running. ETS does maintenance on Sheldon's Hydro's and is in the area often.
    NEPPA Conference - The 2022 NEPPA conference is going to be held in Stowe, VT this year and will be from August 14th – August 17th.
    WRAP Program – VHFA – After speaking further with Ken Pulido from VHFA regarding the WRAP program it is the recommendation of Abbey Miller that the Village of Enosburg Falls holds off on participating in this program initially. If we have a customer that expresses interest in this program, we can revisit participation in the program.

13. Other Business
    Sam Vaillancourt provided an update on when the Hiring Committee is meeting again and that the application deadline for the Village Manger position is Friday April 1st. Abbey Miller added that we have received 7 applications to date.
    Leonard Charron shared that unfortunately there has been vandalism to the Lions Club booths and that law enforcement has been contacted.

14. Executive Session: For the Purpose of Discussing Negotiations in which Premature Public Knowledge May Compromise the Position of the Municipality
    Eli Gabuzda made a motion to enter Executive Session for the purpose of discussing a Personnel Item. Seconded by Sandra Ferland. Unanimous. The Board entered Executive Session at 8:16pm.

    Leonard Charron made a motion to re-enter the Board's Regular Meeting. Seconded by Heather Moore. The Board re-entered their Regular Meeting at 9:16pm.

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

15. Adjourn
    There being no other business to come before the Board at this time, Heather Moore made a motion to adjourn. Seconded by Sandra Ferland. Unanimous. The meeting adjourned at 9:16pm.

Respectfully Submitted,

Abbey Miller
Director of Finance

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