

**DRAFT MINUTES**  
**VILLAGE OF ENOSBURG FALLS**  
**Meeting of the Board of Trustees**  
**September 13, 2022**

Present: Sam Vaillancourt, Eli Gabuzda, Sandra Ferland, Leonard Charron, Heather Moore  
Staff – John Dasaro, Abbey Miller, Gary Denton  
Guests – JR Cox (NWTV), Heather D’Arcy (VPPSA), Ralph Meima (Encore Renewable Energy)

Meeting was called to order by Sam Vaillancourt at 6:31 PM

1. Modifications/Changes to Agenda  
Addition of Capital Plan Discussion as 9.5.
2. Public Comment  
There was no public comment.
3. Review/Approve Minutes August 23, 2022  
A motion was made by Sandra Ferland to approve the minutes as written. Seconded by Leonard Charron. Unanimous.
4. Access Permit for Lots off Water Tower Road  
Sam Vaillancourt recused himself from any discussion or vote on this topic and turned the meeting over to Vice Chair, Heather Moore. After a brief discussion of the location, a motion was made by Sandra Ferland to approve the Access Permit for lots 3A and 3B off Water Tower Road. Seconded by Eli Gabuzda. Unanimous.  
Heather Moore turned the meeting back over to Sam Vaillancourt.
5. Windows/control panels to sell, recycle  
Village Manager John Dasaro was looking for permission to sell or discard the old windows from 42 Village Drive that were replaced last year, along with permission to see if anyone had interest in the Kendall Plants old Hydro controls. The Trustees approved the sale or recycling of these items.
6. Policy changes to honor Veterans Day on the first Monday following the federally observed holiday. Veterans day currently is and has been an observed holiday by the village.  
A motion was made by Eli Gabuzda to approve the Village of Enosburg Falls recognizing Veterans Day on Monday November 14<sup>th</sup>, 2022. Seconded by Heather Moore. Unanimous.
7. To continue with the precedence of closing the Friday after Thanksgiving, with employees using a personal day to cover time.  
A motion was made by Eli Gabuzda to approve closing the Village Offices the Friday after Thanksgiving, with employees using a personal day to cover time and to add this to the personnel policy as we make updates to the policy. Seconded by Sandra Ferland. Unanimous.
8. Solar Project Update  
Discussion centered around solar project at the Reservoir Road property. The Village of Enosburg is proposing a solar field that would produce just under 2 MW of power. Ralph Meima with Encore Renewable Energy and Heather D’Arcy from VPPSA were present to answer

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questions and discuss the project further and the next steps. After discussing the project, the Trustees gave their approval to continue moving forward with this project.

9. Retention Policy

A motion was made by Eli Gabuzda to approve the proposed file retention policy effective immediately. Seconded by Leonard Charron. Unanimous.

9.5 Capital Project List

Director of Finance Abbey Miller reviewed the capital project list that staff has created for the next 2-3 years and discussed with the Trustees if there were any other projects they would like to discuss. The next steps will be to break out what projects we are looking at being included in the 2023 budget cycle and exploring grant sources.

10. Manager's Report

Open House Update – Logistics have been discussed and we are in a good place for the Open House on the 17<sup>th</sup>.

Rate Increase – The 1.97% Electric rate increase went into effect September 1<sup>st</sup> and reflect in the bills going out in October.

11. Other Business

Heather Moore requested moving the September 27<sup>th</sup> Trustee Meeting to 7pm to allow people the opportunity to attend the political meet and greet at the Opera House. All Trustees were in favor and the September 27<sup>th</sup> meeting will start at 7pm.

Heather Moore brought up a course that VLCT is holding regarding diversity and inclusivity with municipalities that is starting soon. We have unfortunately missed the deadline to apply but wants to keep it on everyone's radar for next year.

Director of Finance Abbey Miller proposed a Pumpkin Decorating Contest, having the Trustees judge the contest and then taking the pumpkins to light up the Bridge of Flowers and Lights over Halloween weekend. The Trustees showed their support for this project.

Abbey Miller also mentioned that the EBA is looking into replacing the railing on the bandstand in Lincoln Park to match the fencing around the Dough Boy. Discussion moved towards adding a set of stairs off the front of the bandstand.

12. Executive Session for the Purpose of Discussing Negotiations in which Premature Public Knowledge May Compromise the Position of the Municipality and for Discussion Personnel

Eli Gabuzda 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 and for Discussion of Personnel matters. Seconded by Sandra Ferland. Unanimous. The Board entered Executive Session at 8:30pm.

Sandra Ferland made a motion to re-enter the Board's Regular Meeting. Seconded by Eli Gabuzda. The Board re-entered their Regular Meeting at 8:48pm.

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

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13. Adjourn

There being no other business to come before the Board at this time, Eli Gabuzda made a motion to adjourn. Seconded by Sandra Ferland. The meeting adjourned at 8:48pm.

Respectfully Submitted,  
Abbey Miller  
Director of Finance

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