

DRAFT MINUTES
VILLAGE OF ENOSBURG FALLS
Meeting of the Board of Trustees
January 9, 2024

Present: Sam Vaillancourt, Heather Moore, Leonard Charron, Sandra Ferland and Eli Gabuzda
Staff – John Dasaro, Abbey Miller, Gary Denton
Guest – McKenzie Chamberlin (Northwest Access TV)

Meeting was called to order by Sam Vaillancourt at 6:32 PM

1. Modifications/Changes to Agenda
Addition of Annual Meeting Date and Local Option Tax discussion after budgets. Crime in Enosburg discussion will be in other business.
2. Public Comment
There was no public comment.
3. Review/Approve Regular Meeting Minutes for December 26, 2023
A motion was made by Eli Gabuzda to approve the minutes as written. Seconded by Heather Moore. Unanimous.
4. Review proposed routes for Elm Street waterline.
Aldrich and Elliot have proposed 2 different areas for the new waterline to go for the Elm Street project. One proposal is to run the line under the sidewalk and the other is in the road where it currently is. After discussing both proposals, the Trustees have decided to go with placing the waterline in the road and to try to save the oak tree if possible. If the process to go through the tree is over \$10,000 then the Trustees will look into options of removing the oak tree. There is money built into the project to replant trees along Elm Street. The Trustees requested to be kept in the loop on the prices regarding the oak tree.
5. Digger Truck Financing
The digger truck that was ordered last year is almost complete and VOEF should be receiving the truck sometime in January. Director of Finance Abbey Miller has pulled together quotes from three different banks, Community National Bank, Community Bank NA and Peoples Trust company. After reviewing the quotes, a motion was made by Eli Gabuzda to finance with Peoples Trust Company with a term of 7 years at a rate of 3.25% and to finance up to \$300,000.00. Seconded by Sandra Ferland. Unanimous.
6. Procurement Policy revision, language around emergencies
Director of Finance Abbey Miller presented a new draft of a procurement policy that includes Department of Labor requirements and emergency language to be able to utilize the most accessible contractors/vendors in emergency events. There was discussion around some of the purchasing limits and requests for changing some of the language, Abbey is going to work on the edits and resubmit a draft to the Trustees. Abbey also presented a Capital Program and Budget Policy to the Trustees. A few revisions were requested on this policy and Abbey will resubmit to the Trustees.
7. Budgets and budget breakdown.
Final discussion around the three enterprise fund budgets (water, wastewater and electric). All budgets are reflecting a rate increase for 2024, 4% wastewater, 3.5% water and the PUC approved rate of 11.68% for electric.

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A motion was made by Eli Gabuzda to approve the electric department budget as proposed. Seconded by Leonard Charron. Unanimous.

A motion as made by Eli Gabuzda to approve a 3.5% increase in rates for the water department and a 4% increase in rates for the wastewater department with a service date of February 1st, 2024. Seconded by Heather Moore. Unanimous.

A motion as made by Eli Gabuzda to approve the water budget as presented, reflecting the rate increase. Seconded by Sandra Ferland. Unanimous.

A motion as made by Eli Gabuzda to approve the wastewater budget as presented, reflecting the rate increase. Seconded by Leonard Charron. Unanimous.

Discussion around the General Fund/Highway fund budget took place, and it was determined that we need to add furnace replacement at the highway garage as theirs is not functioning properly and needs replacement. Ken Laplant is working on getting 3 estimates for the replacement. With the furnace being factored in and removing Missisquoi Street paving, the budget is looking at a 19-20% increase over 2023. Abbey Miller will make the adjustments and represent at the next meeting.

8. Annual Meeting date and Local Option Tax Discussion

A motion was made by Eli Gabuzda to have the Village of Enosburg Falls annual meeting on March 12th, 2024 at 6:30pm and to use the Emergency Services Building, with no online options, the meeting will be in person only. Seconded by Heather Moore. Unanimous.

There was discussion around whether the Village will move forward with presenting the Local Option Tax (LOT) to voters this March. Sam Vaillancourt asked for this to be on the agenda of the next Trustee Meeting to discuss further and decide if an informational meeting will be required if the Village moves forward with a vote on the LOT.

9. Other business

Abbey Miller passed around the annual milage certificate for the Board to sign off on at the Director of Public Works request.

Heather Moore brought up concern for the increase in crime around the Village lately. There was discussion about getting all Boards together in Franklin County to discuss a region wide plan as everyone is feeling the effects of a less police presence and an increase in crime. John Dasaro is going to work on coordinating that.

John gave the board an update on the incoming storms and the restoration plan for when the storm hits and how we are going to ensure the safety of the crews.

Leonard Charron brought up a complaint from a resident on West Berkshire Road stating they have noticed a white film on dishes since the water line replacement took place. John said he would follow up with Gary on this.

John Dasaro presented a Thank you note from the FCIDC for the Villages continued support.

10. Adjourn

There being no other business to come before the Board at this time Sandra Ferland made a motion to adjourn. Seconded by Eli Gabuzda. The meeting was adjourned at 8:36pm.

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Respectfully Submitted,
Abbey Miller
Director of Finance

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