

**VILLAGE OF ENOSBURG FALLS**  
**Meeting of the Board of Trustees**  
**January 23, 2024**

Present: Sam Vaillancourt, Heather Moore, Leonard Charron, Sandra Ferland and Eli Gabuzda  
Staff – John Dasaro, Abbey Miller, Brian Ovitt  
Guest – William Cribb (Northwest Access TV), John Ovitt (Franklin Foods), Hasper Kuno (Purpose Energy), Jesse Woods (Zoning), Margo Longway (Rec Department)

Meeting was called to order by Sam Vaillancourt at 6:30 PM

1. Modifications/Changes to Agenda  
Heather Moore is going to discuss the Youth Center under other business.  
Personnel Policy Addendum to review and vote on, per Sam add before the manger's report.
2. Public Comment  
Zoning Administrator Jesse Woods was present to update the Board of Trustees on the updates that are being made to the bylaws. Jesse is working to combine the Town and Village bylaws for consistency, creating one standard book and fee structure. Through this, some zoning districts are being combined and adjusted. Another major change is that the Zoning Administrator will be able to oversee simple boundary line adjustments and 2-lot subdivisions without needing to go before the DRB.
3. Review/Approve Regular Meeting Minutes for January 9<sup>th</sup>, 2024.  
A motion was made by Eli Gabuzda to approve the minutes as written. Seconded by Sandra Ferland. Unanimous.
4. Franklin Foods Allocation Request.  
John Ovitt with Franklin Foods and Hasper Kuno with Purpose Energy were present to give an update on the digester project for Franklin Foods at the Enosburg Plant. The project is still moving forward, and finance has been secured for all three of Purpose Energy's Vermont's projects. There was discussion about the extension request for the payment for allocations that was approved in March of 2022. Brian Ovitt spoke to the wastewater ordinance and the Trustees stated they would be willing to discuss a payment plan option but not an extension and asked for Franklin Foods to come back to the 2<sup>nd</sup> meeting in February to provide an update again on the project and the plan for financing the allocations.
5. Enosburg Recreation Department Park permit request.  
A motion was made by Heather Moore to approve the Enosburgh Recreation Department's request to hold the color run in April again this year, waiving the fee. Seconded by Sandra Ferland. Unanimous.  
Margo also invited everyone to the Winter Festival being sponsored by the Rec Department on February 3<sup>rd</sup>.
6. Procurement Policy Final draft review  
A motion was made by Sandra Ferland to approve and adopt the procurement policy as presented. Seconded by Eli Gabuzda. Unanimous.  
A motion as made by Leonard Charron to approve and adopt the Capital Program and Budget policy as presented. Seconded by Eli Gabuzda. Unanimous.

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7. General Fund Budget

Director of Finance Abbey Miller presented a final draft of the General Fund budget to be put before the voters in March, reflecting the adjustments discussed at the last Trustee meeting. A motion was made by Eli Gabuzda to approve putting the presented General Fund budget before the voters in March, proposing a tax rate of .9070. Seconded by Leonard Charron. Unanimous.

8. For LOT to be a ballot item and follow up information

Village Manager John Dasaro proposed holding off on presenting and voting on the Local Option Tax for Enosburg Falls until at least November. The timing of presenting it now was not ideal and this will give staff more time to research and bring in other municipalities to discuss implementation further with the Trustees. The Trustees agreed that tabling the LOT until the fall was a good idea.

9. Personnel Policy Addendum

A motion was made by Eli Gabuzda to accept the proposed personnel policy addendum that more clearly defines rates of pay when responding to emergency requests for mutual aid. Seconded by Sandra Ferland. Unanimous.

10. Manager's Report

- FERC update – John provided the Trustees with an update about where the Village's FERC license renewal stood. The Village is waiting for a response from FERC before refiling its water quality certificate with Vermont ANR
- Office Basement – quotes and plans – 2 quotes for addressing the water in the basement were presented. Abbey also presented an idea for the administrative offices moving back up to 42 Village Drive and presented plans that were drafted back in 2008. The board asked Abbey to price out both ways, fixing 16 Village and renovating 42 Village and do bring it before the Board.
- Elm Street waterline route update – John advised that the cost to drill under the oak tree was going to cost over the Trustee's \$10,000 threshold and he has instructed the engineers to plan to remove the tree for the new water line to be placed this summer.
- Calcium in the water – natural mineral in the water
- Storm Finn and Gerri

11. Other Business

Manager's Report:

Heather Moore provided an update on grants for the Youth Center, and asked for the Board's support with a grant similar to what the Rec Department did for the playground – the Board expressed their support with moving forward with this grant. Heather also advised that they have not signed a lease on space yet but are working on an area and that she is also exploring another option for outside funding.

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

Leonard Charron made a motion to enter Executive Session for the Purpose of Discussing Negotiations and Personnel Matters in which Premature Public Knowledge May Compromise the Position of the Municipality. Seconded by Eli Gabuzda. Unanimous.  
The Board entered Executive Session at 8:04PM.

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Eli Gabuzda made a motion to re-enter the Board's Regular Meeting. Seconded by Sandra Ferland. The Board re-entered their Regular Meeting at 8:24pm.

No action was taken as a result of 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. The meeting was adjourned at 8:24pm.

Respectfully Submitted,  
Abbey Miller  
Director of Finance

***These minutes were approved by the Board of Trustees at a Regular Board Meeting on February 13<sup>th</sup>, 2024.***