

**DRAFT MINUTES**  
**VILLAGE OF ENOSBURG FALLS**  
**Meeting of the Board of Trustees**  
**April 23rd, 2024**

Present: Sam Vaillancourt, Leonard Charron, Sandra Ferland and Eli Gabuzda

Not Present: Heather Moore

Staff – John Dasaro, Abbey Miller

Guest – William Cribb (Northwest Access TV), Jennie & Johnathan McDonald, Lorraine Butson

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

1. Modifications/Changes to Agenda

There were no modifications.

2. Public Comment

There was no public comment.

3. Review/Approve Regular Meeting Minutes for April 9th, 2024.

A motion was made by Eli Gabuzda to approve the minutes as written. Seconded Sandra Ferland. Unanimous.

4. Enosburg American Legion Women's Auxiliary Park Request

A motion was made by Eli Gabuzda to approve the Enosburg American Legion Women's Auxiliary Park request, waiving any fee. Seconded by Leonard Charron. Unanimous.

5. 349 Missisquoi Street Allocation Request

A motion was made by Eli Gabuzda to approve the allocation request for 1 water and 1 wastewater allocation for 349 Missisquoi Street, staff supports this request, and states we have the capacity. Seconded by Sandra Ferland. Unanimous.

6. Speed bump, permanent vs removeable.

Three residents were present to discuss their thoughts on the speed bumps on Orchard Street and made recommendations on placement for this year. After discussions it was decided to place three removeable speed humps on the Orchard Street. Once summer infrastructure projects are complete the discussion will continue about how many more to place around the Village and where – Pleasant Street, Water Tower Road and School Street are other possible future locations.

7. NSF (non-sufficient funds) change for water and sewer

A motion was made by Eli Gabuzda to add a \$25 charge plus any fees incurred from our financial institution for any NSF charges on water and sewer accounts (there presently are not any NSF fees for these accounts, only electric). Seconded by Leonard Charron. Unanimous.

8. Village property and bond payments

There was discussion over all the properties the Village owns and bonds. Based upon the ordinance and Trustee discussions the following motions were made:

A motion as made by Eli Gabuzda to release 1 water and 1 wastewater allocation and bonds from 16 Village Drive as it was determined by the wastewater Chief Operator that this structure only needs 1 allocation each, not two per the State standards. Seconded by Sandra Ferland. Unanimous.

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A motion was made by Eli Gabuzda to release the bonds and allocations for the Route 105 Pump station. Seconded by Sandra Ferland. Unanimous.

A motion was made by Eli Gabuzda to release the bonds and allocations for the property located at 186 Duffy Hill Road. Seconded by Leonard Charron. Unanimous.

9. NICS – overhaul of billing system for all departments

Director of Finance Abbey Miller presented a proposal to the board from NISC. The proposal outlined the set up and integration costs to change billing and financial software. This change is becoming necessary, especially on the electric side to keep up with billing mandates from the PUC. If the Village does not investigate new software, we will be looking at a costly server replacement and several patches to keep up sit state standards. The Village’s current software has been in place since 2004. The new software would roll out in two phases, 1. Billing/customer accounts 2. Financial package and would start in 2025. The Board of Trustees supported moving forward with the new software package from NISC.

10. Monthly Financial Report

Director of Finance Abbey Miller presented the March financials to the Board. There were no major concerns, and all budgets are trending on track.

11. Policing, identifying a community member to represent on a regional board.

Village Manager John Dasaro and Board Member Sandra Ferland provided an update from last week’s meeting with the Town of Enosburgh regarding policing in the Town and Village. There is going to be another meeting prior to May 2<sup>nd</sup>.

12. Trash ordinance update.

Village Manager John Dasaro advised that the Village has the ordinance in place, we just need to define the fee structures and start enforcing the ordinance and issuing tickets.

13. Other Business

There was no other business brought before the Board at this time.

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

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 as well as Personnel Matters. Seconded by Leonard Charron. Unanimous. The Board entered Executive Session at 8:13PM.

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 8:44PM.

No action was taken as a result of the Executive Session.

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15. 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 was adjourned at 8:45pm.

Respectfully Submitted,  
Abbey Miller  
Director of Finance

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