VILLAGE OF ENOSBURG FALLS
Meeting of the Board of Trustees
August 25, 2026

Present: Eli Gabuzda, Leonard Charron, Jason Longway, Heather Moore
Staff: John Dasaro, Caroline Marcy, Alan Plouff
Public: Mary Prive, Northwest Access Cable

The meeting was called to order by Eli Gabuzda at 6:32 p.m.

1. Modifications/Changes to Agenda

Move Agenda Item # 15 Other Business to *after* Agenda Item # 13 Manager's Minutes and *before* Agenda Item # 14 Executive Session.

2. Public Comment

Mary Prive expressed concern about the difficulty of exiting School Street onto Main Street, noting that visibility is sometimes obstructed by vehicles parked at the business located at the intersection. She suggested that installing mirrors may help improve visibility and address the issue.

3. Review/Approve Minutes for July 28th, 2026

Leonard Charron made a motion to approve the minutes for the Trustee Meeting held on July 28th, 2026, as presented. Heather Moore seconded the motion. Unanimous.

4. Review and approve bids for 2014 electric service truck

Two bids were received for the sale of the 2014 Chevrolet Silverado 3500 Service Truck. Heather Moore made a motion to accept the highest bid of $2,669.00. Leonard Charron seconded the motion. Unanimous.

5. Review bid estimates for GRID grant vegetation management est. 8900'

Four (4) bids were received for the bid opening held on August 21, 2026, at 3:00 p.m. John briefly reviewed each bid with the Trustees. The work to be performed included the top priority area identified by Dave Westcom and Alan Plouff on Stone House Road, followed by Carpenter Farm to Boston Post, approximately 1,600 feet on Nichols Road, and a section of Joyal Road.

John explained that the GRID grant would cover $150,000 of vegetation management expenses and could therefore support multiple years of the Village's annual vegetation management requirements.

Heather Moore made a motion to accept the bid from Jordan St. Pierre in the amount of $29,500, with approval to adjust the scope of work, if needed, up to a cap of $60,000. Leonard Charron seconded the motion. Unanimous.

6. Waste Water/Water Allocation request for 102 Missisquoi St.

Leonard Charron made a motion to approve the wastewater/water allocation request for the accessory dwelling unit (ADU) being constructed at 102 Missisquoi Street. Jason Longway seconded the motion. Unanimous.

7. Review and make a motion on Water allocation findings

Laurie Stanley presented a memo outlining her review of the Water Allocation Fees collected from 2017 through 2025.

The review found the following:

- Total Water Allocation Fees collected from 2017 through 2025: $32,525
- Amount transferred to the Water Savings Account in October 2019: $3,515
- Remaining balance not transferred: $29,010

Based on the Water Ordinance, the remaining $29,010 should have been transferred to a restricted Water Allocation Savings Account to be used for qualifying expenditures, such as major maintenance or replacement projects, emergency repairs, expansion costs, or system upgrade costs.

Laurie provided the Trustees with detailed and thorough documentation of qualifying expenses in excess of $29,010 from 2019 to 2025. Per advice received from KBS, the Village's external auditors, the Board should make a retroactive motion, similar to the motion made in Spring 2026 for Wastewater, acknowledging that the Water Allocation Fees collected during that period were expended on qualifying Water Department capital, maintenance, emergency, expansion-related, or system upgrade costs in accordance with the intent of the ordinance.

Heather Moore made a motion to retroactively approve applying the Water Allocation Fees collected from 2017 through 2025 toward qualifying Water Department expenditures. Jason Longway seconded the motion. Unanimous.

8. Joint meeting, date 10/5 or 19th, thoughts on agenda items, policing, Trash ordinance, Bridge 50

John asked the Trustees for their thoughts on the best date for the joint meeting and potential agenda items. The consensus was that October 5th would work best for all.

9. Enosburg Fire Department annual coin drop request

Heather Moore made a motion to approve the Enosburg Fire Department request to hold their annual coin drop that is held on the same day as the Harvest Fest, September 19th from 9 am – 2pm at the intersection of Main and Orchard St. Jason Longway seconded the motion. Unanimous.

10. Kendall, discuss hydro operations

John presented three options for repairing the non-operating Kendall hydro unit:

- New unit - $800,000
- Restore the unit to its pre-failure condition - $100,000
- Minimal repair – fixed blade - $20,000

Alan Plouff was available to answer the Trustees' questions regarding the age of the unit and what each option would entail. Although the fixed-blade repair was the least expensive option, Alan explained the consequences of choosing that option, including added stress on the hydro unit and gates from operating it in a manner for which it was not constructed, as well as limitations on running the unit depending on river flow levels.

Jason asked for additional information, including the loss of revenue and time frame associated with each repair option.

11. Regulators – Discuss and approve regulators

John recapped the continuing issues with the Village's aging regulators. The Village experienced problems during the sugaring season and, most recently, an outage last month due to failing regulators at the substation. The Village had budgeted $40,000 for replacement of this equipment based on a quote from Holden Municipal Light Department in Massachusetts for four units: three to replace existing equipment and one spare. In accordance with the procurement policy, John provided three quotes/options.

1) Holden Municipal Light Department – 4 units at $10,000 each, including the controller and maintenance records. No warranty was included, but the Village would pay for an inspection and UPG service work.
2) T & R Electric – Reconditioned regulators at $17,627 each, with a lead time of 4 to 6 weeks and a three-year warranty. Alan preferred these units because they are similar to the units being replaced and are familiar to operate.
3) UTB Transformers - $25,000 each, plus freight; SEL 6B controls at $1,350 each.

John explained that the entire Village would be without power for approximately 3 to 4 hours during the swap-out. He would provide advance notice to the community well before the outage.

Jason made a motion to accept the bid from T & R Electric for three units with a three-year warranty, at a cost of $52,881. Heather seconded the motion. Unanimous. Alan Plouff left the meeting at 7:30 p.m.

12. Final approval of Administrative Vehicle Use Policy

John provided the Trustees with a copy of the Administrative Vehicle Use Policy that had been reviewed by the Village's lawyer. The lawyer's additions and recommendations were outlined in blue. John emphasized that this policy is separate from the Vehicle Use Policy contained in the Union contract and applies only to administrative personnel.

Heather Moore made a motion to approve the Administrative Vehicle Use Policy as amended by the lawyer. Jason Longway seconded the motion. Unanimous.

13. Manager's Minutes

- Financial software conversion – September will be the month of the cutover. Staff has been in intensive training this past week.
- MERP Grant update – The roof is complete. The windows will be next and have been approved by the Historical Society. The Village has a total of $250,000 to spend on these projects, with the limitation that all work must be under contract by the end of September.
- Pearl Street sidewalk project – The fire hydrant has been moved; however, due to timing constraints, this project has been delayed until spring. The delay was caused by the extensive time needed to obtain easements. The State will take up to a month to review the project, with another three weeks after review for final approvals.

- The Trustees have been invited to tour the Trout Brook Reservoir dam removal project. John asked the Trustees for their preferred date and time.
- GRID grant – This project is moving forward. Staff has a scheduled status update on August 26th.
- The corrosion plan is scheduled for the first week of September at the wells.
- The Muffin Monster at the Wastewater facility is in and is ready to be installed.

14. Other Business

Brian inquired about purchasing the extra left-over millings from the recent paving projects. Ken verified that the Village had plenty and did not need the extra millings. Eli researched a reasonable price of $12 per yard. Heather asked whether there was a written policy. John replied that there was no specific policy, but that in the past, the Village had sold small de minimis items, such as outdated cell phones, with the proceeds deposited into the Village Tool Fund. Jason made a motion to approve selling the left-over millings at $12 per yard, not to exceed 10 yards. Leonard Charron seconded the motion. Unanimous.

The question was raised as to whether the Village wanted to participate in the Harvest Festival as a celebration of the country's 250th anniversary. Mary Prive suggested having a booth and offering birthday cake. Another suggestion was to contact a local farmer about giving away apples, provided it would not detract from vendors who may be selling produce. John will reach out to the EBA.

15. Executive Session: For the Purpose of Discussing Negotiations in which Premature Public Knowledge May Compromise the Position of the Municipality

Jason Longway made a motion to enter into Executive Session at 8:01 p.m. Heather Moore seconded the motion. Unanimous. Caroline Marcy left the meeting at 8:01 p.m.

Jason Longway made a motion to exit Executive Session at 8:43 p.m. Leonard Charron seconded the motion. Unanimous.

No action was taken as a result of Executive Session.

16. Adjourn

There being no other business to come before the Board at this time, Heather Moore made a motion to adjourn. Jason Longway seconded the motion. Unanimous. The meeting was adjourned at 8:43 p.m.

Respectfully Submitted,

Caroline Marcy
Director of Finance

Theses minutes were approved by the Board of Trustees at a Regular Meeting on September 8, 2026.