DRAFT
VILLAGE OF ENOSBURG FALLS
Meeting of the Board of Trustees
September 8, 2026

Present: Eli Gabuzda, Jason Longway, Heather Moore, David Gervais
Staff: John Dasaro, Caroline Marcy
Public: Pauline Loiselle; Nate Pion, Aldrich & Elliott; Jason Doe; Northwest Access Cable

The meeting was called to order by Eli Gabuzda at 6:33 p.m.

1. Modifications/Changes to Agenda

There were three changes to the agenda:

- Nate Pion of Aldrich & Elliott Engineering joined online to discuss the waterline project. This discussion was moved to Agenda Item 4.
- Jason Doe requested an audience with the Trustees to discuss an offer for Village employees. This discussion was moved to Agenda Item 5.
- Jesse Woods, Zoning Administrator, was unable to attend. Original Agenda Item 6 was deleted.

2. Public Comment

There was no public comment.

3. Review and Approve Minutes of August 25, 2026

Heather Moore made a motion to approve the minutes of the Trustee meeting held on August 25, 2026, as presented. Jason Longway seconded the motion. David Gervais abstained because he was not in attendance at the August 25 Trustee meeting. The motion passed unanimously among those voting.

4. Nate Pion, Aldrich & Elliott Engineering — Orchard Street to St. Albans Street Waterline Project

Nate Pion, Engineering Lead at Aldrich & Elliott, joined online to provide an update on the engineering study for replacing the waterline from Orchard Street to St. Albans Street in advance of the State's repaving project scheduled for 2029. The section covered by the study contains some of the oldest original waterline infrastructure in the Village. The 73-page study addresses existing conditions, pipe size, potentially contaminated soils, and project funding sources.

David Gervais asked about the projected project timeline. Nate responded that planning should be 90% complete by January or February 2027, allowing time to prepare bond articles for a vote at the Village Annual Meeting in March 2027. The project would go out to bid in 2027 or 2028, with construction anticipated in 2028. Completion is expected before the State's repaving project in 2029.

5. Jason Doe – Fitness Zone Owner

Jason presented an offer providing Village employees with a discounted monthly membership rate at the Fitness Zone. The proposed benefit would support employee health and wellness. The Town of Enosburg was offered the same opportunity and expressed considerable interest.

The Trustees stated that they would consider the offer. Jason Doe left the meeting at 6:57 p.m.

6. Release of Wastewater and Water Allocations

The Village received a letter from Franklin Foods, dated September 1, 2026, requesting the release, effective September 1, 2026, of all allocations associated with the Franklin Foods – 4 East Street - Bio-Digester Project, Account No. 50615. The allocations consist of 10 water allocations and 121.9 wastewater allocations. Franklin Foods requested that the allocations be returned to the Village of Enosburg Falls and that the account be canceled.

Heather Moore made a motion to acknowledge and accept Franklin Foods' notification that it no longer wishes to retain the wastewater and water allocations for the Bio-Digester Project. No refund or credit shall be issued for allocation fees previously paid. If Franklin Foods or a future owner of the property requires the allocations in the future, the applicant must reapply and, if approved, repurchase them at the applicable allocation fees then in effect. David Gervais seconded the motion. The motion passed unanimously.

7. Substation Regulators — Revised Purchase

At the previous Trustee meeting, the Trustees approved T & R Electric's bid to supply three reconditioned regulators at $17,627 each. At that time, the lead time was estimated at four to six weeks. The Village was subsequently notified that the lead time had increased to six to 12 months. Because of concerns related to the upcoming sugaring season, even a six-month lead time would be too long.

John recommended that the Trustees consider Holden Municipal Light Department's offer of four units at $10,000 each. His only concern was that Holden had not yet provided the odometer readings for the units. The Village would hire the company that previously maintained the units to inspect them and confirm that they are in good operating condition. The Village's engineers are familiar with the units and recommended them. The units are also oversized for the Village's current needs, providing additional capacity.

Jason Longway made a motion to approve the purchase of four units from Holden Municipal Light Department at a cost of $10,000 per unit, provided that the units are in good operating condition and that Holden supplies the odometer readings. David Gervais seconded the motion. The motion passed unanimously.

8. Zoning Administrator Update

Jesse Woods, Zoning Administrator, was not present; therefore, the agenda item was skipped.

9. Joint Meeting Scheduled for October 19, 2026 — Agenda Items, Policing, Trash Ordinance, and Bridge 50

John confirmed with the Town that a joint meeting between the Town and Village is scheduled for October 19, 2026. The Town asked why the Trash Ordinance was included on the agenda because the Town does not have such an ordinance. John explained that, because the Zoning Administrator is a shared position between the Village and Town and the Trash Ordinance falls under the Zoning Administrator's jurisdiction, it was an appropriate topic for discussion.

John inquired as to whether the Trustees had any other agenda items to add.

10. Manager's Report

- **Financial software conversion:** The cutover will occur in September. Staff participated in intensive training during the preceding week.
- **MERP Grant update:** The roof is complete. The windows will be replaced next and have been approved by the Historical Society. The green double doors will be insulated. Installation of a heat pump is also being considered.
- **Trout Brook Reservoir dam removal project:** The Trustees were invited to tour the project on Monday, September 14, at 11:30 a.m.
- **GRID Grant:** The project is moving forward. Staff participated in a scheduled status update on August 26.
- **Corrosion plan:** The plan has been completed and reviewed and confirmed by Nate Pion of Aldrich & Elliott. The State-mandated work was required to be completed by October.
- **250th Celebration follow-up:** The Village had previously discussed setting up a table with a birthday cake.

  Heather Moore made a motion to approve the use of $2,000 from the Community Betterment Fund to pay for the cake and any necessary event supplies. David Gervais seconded the motion. The motion passed unanimously.

- **FERC license update:** Paul Nolan withdrew the Village's most recent application. Factors in the decision included the Kendall facility being offline and anticipated new regulations.
- **VPPSA First Annual Public Power Leadership Summit:** The summit will be held on September 23, 2026, from 5:00 to 9:00 p.m. at the Capitol Plaza Hotel. It is intended for municipal electric utility leaders, state regulators, legislators, and other stakeholders to discuss public power's role in Vermont's energy future. The Board of Trustees was invited to attend.

11. Other Business

With the data-conversion cutover scheduled for the afternoon of September 11, Caroline Marcy requested permission to pay the fourth-quarter Trustee stipend two weeks early. The new software will require additional steps to process an off-schedule payroll run, so paying the final quarter through the legacy software would allow more time to establish protocols in the new system. The Trustees granted permission.

The Trustees discussed ATVs being used illegally on the Rail Trail. Safety concerns have also been raised because of the growing popularity of scooters and e-bikes.

Heather Moore stated that, for personal reasons, she would be stepping down from the Board and that this would be her final Board meeting. The Board thanked Heather for her dedication and seven years of service, noting that she would be greatly missed.

12. Adjournment

There being no further business to come before the Board, David Gervais made a motion to adjourn. Heather Moore seconded the motion. The motion passed unanimously. The meeting adjourned at 7:27 p.m.

Respectfully Submitted,

Caroline Marcy
Director of Finance

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