DRAFT
VILLAGE OF ENOSBURG FALLS
Meeting of the Board of Trustees
October 27, 2026

Present: Eli Gabuzda, David Gervais, Jason Longway
Staff: John Dasaro, Caroline Marcy
Public: Pauline Loiselle; Sally and David Tryhorne; Patty Stowe; Maeve Schoffield; Northwest Access Cable

Eli Gabuzda called the meeting to order at 6:42 p.m. The start of the meeting was delayed by approximately 20 minutes due to laptop startup issues.

1. Modifications/Changes to Agenda

There were no changes or modifications to the agenda.

2. Public Comment

There was no public comment.

3. Review and Approve Minutes of September 22, 2026

David Gervais made a motion to approve the minutes of the Trustee meeting held on September 22, 2026, as presented. Jason Longway seconded the motion. The motion carried unanimously.

4. Vermont Gas Right-of-Way Request

Vermont Gas submitted two right-of-way requests for the Trustees' review. The first is for the removal of a gas line at 140 Missisquoi Street, where the power has already been pulled and a fiber line is also present. The second is for a new installation at 229 Missisquoi Street. John stated that the crew had no objections to either request.

David Gervais made a motion to approve both right-of-way requests (removal and new installation). Jason Longway seconded the motion. The motion carried unanimously.

5. Park Permit Coin Drop for EFHS Travelers to Raise Money for a Trip

Maeve Schoffield, a student at Enosburg Falls High School, prepared and read a statement describing the reason for a park permit request for a coin drop on Halloween, from 3:00 to 5:00 p.m., near Stewart's, at the same location used by the Fire Department. The students are fundraising for a 12-day trip to Italy and Switzerland in the summer of 2027. As of the meeting date, nine students and two chaperones are planning to attend. The cost is approximately $4,500 per student and $5,000 per chaperone. Maeve presented a safety plan that includes four volunteers wearing safety vests (three provided by the Legion and one by a student), cones, sawhorses, and festive costumes. The Village office offered one additional vest. The students will make posters on Friday, and it was suggested that the posters be mounted on traffic cones.

Jason Longway made a motion to approve the coin drop event, with the confirmed safety measures as a condition of approval. David Gervais seconded the motion. The motion carried unanimously.

Patty Stowe and Maeve Schoffield left the meeting at 6:55 p.m.
Shawna Lovelette entered the meeting at 6:57 p.m.

6. Presentation of the Enosburg Marketing Video

Shawna presented the Trustees with the economic development videos produced by Tom Benton, a former Messenger reporter familiar with the area. The set includes five short "snippet" videos (themes: history, local recreation, sounds, stay, and talking heads) and one longer wrap-up video. The rollout strategy is as follows:

- **Phase 1 (now, for approximately two to three months):** Organic rollout using YouTube pre-roll targeting. Demographic data will be collected.
- **Phase 2 (around the new year):** Website launch and social media push, including the Village Facebook page. A follow-up press article is planned.
- **Website:** The website is in progress. It will incorporate Village information and business listings and will drive traffic from the videos.
- **Coordination:** Tom is also coordinating marketing, data collection, and the rollout. Once the social media phase begins, the community can help boost views by sharing the videos.

Shawna will clarify the exact launch timeline and website structure with Tom and report back to the Trustees.

David Tryhorne continued the conversation regarding planning for the Christmas lights in the park this year. Key points included:

- **Fountain tree:** Anchors will be placed in cement blocks approximately six feet from the center (12-foot diameter) for better stability on the 25-foot pole.
- **Bandstand:** A screw hook will be installed in the ceiling toward Main Street, with lights hung down to an approximately eight-foot base structure. The bandstand tree will be smaller than the fountain tree and will use gold lights. Poinsettias will remain on three sides of the bandstand.
- **Power:** Power is needed by the week of November 16, rather than the 10th as previously requested.
- **Work days:** Tuesdays, November 10 and 17 (2:00 to 4:00 p.m., with students), and the weekends of November 14 and 21.
- **Main Street lights:** John and Shawna still need to coordinate the timing and crew.
- **Wreaths:** The Main Street wreaths are worn and rough. Approximately $500 from the town line item will be used this year to purchase lights.
- **Fountain area:** A metal detector check was requested before anchoring in the fountain area because of a concern about a shallow water line running toward the bandstand. It was advised to check with Ken; the water line from the fountain to the bandstand is known to be very shallow (one to two feet).

Shawna Lovelette, David and Sally Tryhorne, and Pauline Loiselle left the meeting at 7:42 p.m.

7. Manager's Report

- **MERP grant update:** All windows have been installed. The crew is moving on to Village work, and bills are being compiled for reimbursement.
- **Water and storm line replacement:** The storm line from Orchard St. is also undersized, and the Village is considering combining the storm and water line projects. A $7,500 engineering and permitting proposal from Aldrich & Elliott will be presented at the next meeting.
- **State paving project:** There is no flexibility in the timing of the project. The State will drill down two inches and overlay, with no additional paving.
- **Substation regulators:** Three new 333 KVA units (up from 250 KVA) are scheduled to arrive Thursday. VEC will assist in swapping out the units while live, and no outage is expected. A backup generator will be on standby. UPG pre-programmed the units, so the installation is expected to be plug and play.

- **Dam removal project:** The project is ongoing. Staff is still working with Lauren on a culvert fix. The project continues to attract visitors and student groups from around the state.
- **Wells:** All three well doors have been replaced (both wells). The well inspection rotation was completed on Well 2.
- **West Berkshire Road water leak:** The leak was found and fixed. The old galvanized line was bored under the road, and the area has been cleaned up.
- **Fiber installation:** The fiber company has been approved to begin work. The Village will prepare a 143 bill per pole and will collect funds before work proceeds.

8. Other Business

Caroline Marcy briefly reviewed the most recent water budget analysis for 2026.

- The fiscal year 2026 budget projected $138K in negative cash flow, to be covered by a partial draw from savings.
- Through September, the budget is approximately $29K to the good; however, large October bills (well maintenance of approximately $25K, the remainder of the corrosion plan, and other maintenance repairs) will eliminate that surplus.
- The biggest budget variance to the good was payroll. The Director of Public Works position remains unfilled.
- Grant reimbursements are outstanding. The bond anticipation note is due July 2027, and invoices need to be resubmitted in the correct format.
- The first draft of next year's budget projects $80K in negative cash flow. It includes no well maintenance or corrosion plan expenses but does include a new $23K bond principal payment.
- A rate increase is under consideration. Caroline will model what increase would cover the negative cash flow and fund the upcoming water/sewer upgrade, using two scenarios: status quo versus a rate increase with a capital buffer.
- Franklin Foods revenue is budgeted at zero. Caution was advised against over-relying on this revenue in the early years.
- The bank reconciliation for September has been completed. The NISC conversion caused a temporary delay in financial reporting, which has since been resolved.

A request was made to move the flashing speed sign to the area near Baker's, before the Hannaford's entrance, because of two recent accidents. The 25 mph limit is poorly visible on that stretch. The sign is rotated periodically among several anchor locations around the Village.

A leaning telephone pole in front of Loiselle's house (across from Hull's Insurance) was reported. The pole is leaning west, and the wire is very tight. The matter will be investigated.

9. 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 Executive Session. David Gervais seconded the motion. The motion carried unanimously.

Executive Session was entered at 8:08 p.m.

David Gervais made a motion to exit Executive Session at 9:14 p.m. Jason Longway seconded the motion. The motion carried unanimously.

As a result of Executive Session, Pauline Loiselle was appointed to the open vacancy on the Board of Trustees for the remainder of the term left vacant by Heather Moore.

10. Adjourn

Jason Longway made a motion to adjourn at 9:14 p.m. David Gervais seconded the motion. The motion carried unanimously.

Respectfully Submitted,

Caroline Marcy
Director of Finance

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