

**BARTON VILLAGE, INC.  
SPECIAL MEETING  
OF THE TRUSTEES**

**MINUTES**

**6PM, Sept. 21, 2015**

**PRESENT:** David Ormiston, Nathan Sicard, Ryan Longe, Tin (Justin) Barton-Caplin, Richard Douse, Abelina De LaRosa, Bob Partridge (Barton Graded School), Jason Boot (Aldrich & Elliot, PC), Wayne Elliot (Aldrich & Elliot, PC), Bob Ferlazo, Richard Ferlazo, Nathalie Gagnon-Joseph (Barton Chronicle), Jennifer Hersey Cleveland (Orleans Record)

**A. Call to Order: 6:00 p.m.**

**B. Changes to the Agenda / Additions or Deletions**

- a. Add Executive Session to discuss personnel issues
- b. Move Tax Rate Revisions discussion to the end of agenda to allow Shelia Martin (Treasurer) to arrive
- c. NS motioned to add Executive Session and to Move the Tax Rate Revisions to the end, JBC seconded. Unanimous approval.

**C. Information Session, School St. Water Project, Wayne Elliott, Aldrich & Elliott, PC**

- a. Opened at 6:05 p.m.
- b. Wayne Elliot provided a summary of the School Street Water Project (see Barton Village | School and West Street Waterline Replacement Project document) with key points:
  - i. Waterlines on both School and West Street need to be replaced due to damage from the 2014-2015 winter. This damage resulted from shallow waterlines. Water users in these areas are still currently on temporary lines that require constant flow. Temporary water lines are not a long term or viable solution due to public health and safety concerns.
  - ii. Estimated construction costs is \$150,000 (August 2015) with the overall project cost being \$225,000. The additional costs include a 15% construction contingency, engineering and legal costs, short term interest, and other related project costs.
  - iii. A funding application will be submitted to the USDA/Rural Development (federal agency) in early October 2015. The application can only be submitted after an approved bond vote. Barton Village would be eligible for grant funding up to 75% (\$168,750) with a resulting 25% loan (\$56,250). These percentages are not guaranteed and there is no way to determine the grant funding prior to the bond vote. The bond vote will be for the total project cost in case the grant funding is not secured.
  - iv. Project would be completed in late fall 2015. Bids for the Project Due October 19th, 2015
  - v. Questions asked during/after the presentation:
    - 1. How deep were the damaged lines? Answer: 3.5-4 feet deep in most cases
    - 2. What would the cost difference be if they ran a better/larger 8" waterline on School Street and if not much more why not do 8" lines? Answer: Approximately \$40,000. The decision was made to develop a project scope focusing on replacing the lines as cheaply and quickly as possible due to all the financial and time constraints.
    - 3. Why not extend West Street waterline across the bridge to complete the loop and provide better water service? Answer: Time and cost constraints
    - 4. Will the final hydrant on West Street be 12" or 8"? Answer: It will only be a FLUSHING hydrant and not used for fire service. The hydrant will only be a 4" hydrant.
    - 5. How many properties are affected by this project? Answer: 9 properties on West Street and 4 properties on School Street.

6. Why a 30 year note if the resulting loan may only be \$56,250? Wouldn't a shorter note save on interest? Answer: Bonds are usually issued to match the life of the asset. There would be nothing to preclude the Village from paying off the note sooner.
7. Where on Main Street will this project start? Will the areas lacking a curb and deteriorating sidewalks be included? Answer: Bids will include Main Street as part of the added alternatives. However, with the caveat that replacing pavement in November is "dicey." Therefore, some of the pavement/curb replacements may be completed in the Spring 2016.
8. Can we insulate the current pipes and save money? Answer: Many of the pipes are leaking and damaged due to prior freezing. Waterlines must be replaced.
9. Bob Partridge of the Barton Graded School expressed concerns about safety and the need for proper coordination with the school due to the morning (7:30-8 a.m.) and afternoon (3-3:30 p.m.) bus traffic on School Street. Response: Jason Boot will be the project manager for this project. Jason provided Bob with his business card. Jason will ensure proper coordination with the school to address all safety concerns.

#### D. Privilege of the Floor

- a. None

#### E. New Business

1. Drinking Water Permit to Construct, School St. Project
  - a. Vermont Department of Environmental Conservation requires a construction permit application to be filed for the School / West Street project as it is a renovation of a public water system. The fee structure for these applications have recently been re-structured. The new application fee is \$900.
  - b. NS motioned to have the Chair execute the Construction Permit Application, JBC seconded. Unanimous approval.
2. Line of Credit, Community National Bank, School St. Project
  - a. David Ormiston presented the required documents to secure a line of credit for the School / West Street projects.
  - b. NS motioned to execute the Grant Anticipation Borrowing Resolution, Non-Arbitrage and Use of Proceeds Certificate, and Grant Anticipation Note, RL seconded. Unanimous approval.
3. Access Permit, Kathy Swain
  - a. Kathy Swain (not present) would like to add a 8' to 12' wide access to Eastern Avenue from her property at 60 Cottage Lane. NS added that the access would probably not need a culvert.
  - b. NS motioned to approve the request for access to Eastern Ave from Kathy Swain's property at 60 Cottage Lane, JBC seconded. Unanimous approval.

#### F. Other

1. Approval of Bills, Warrants and previous Warrant signed.
  - a. JBC motioned to approve the bills and warrants, NS seconded. Unanimous approval.

#### G. Executive Session

1. NS motioned to move into Executive Session to discuss Personnel Issues with David Ormiston at 6:50 p.m.; JBC seconded. Unanimous approval.
2. JBC motioned to come out of Executive Session at 7:27 p.m.; NS seconded. Unanimous approval.
3. No action taken by Trustees. David Ormiston will continue to address a personnel issue.

**H. Old Business**

1. Village Tax Rate Revisions
  - b. Shelia Martin was still not able to be present at this time. David Ormiston provided an overview of why the tax rate revisions were needed:
    - i. The Grand List calculation for the General Fund needed to adjusted to due to appeals to the Grand List.
    - ii. The Grand List calculation for the Water Bond needed to be adjusted to remove parcels not currently receiving water service
    - iii. The Grand List calculation for the Sewer Bond needed to be adjusted to remove parcels not currently receiving sewer service.
  - c. David Ormiston provided detail that this is more in accordance with past practice in the most recent tax bills. David also indicated that past practice may not align with the original 2002 vote authorizing water and sewer bond revenue to be raised by a tax/user fee.
  - d. NS motioned to approve the revised tax rates as 0.8485 (General Fund), .0931 (Water Bond), and 0.0988 (Sewer Bond); RL seconded. Unanimous approval.

**Motion to Adjourn:**

1. JBC motioned to adjourn at 8:00 p.m., NS seconded. Unanimous approval.

**Date of Next Trustees Meeting: Sept. 28th, 2015**

Submitted by Board Clerk, Tin (Justin) Barton-Caplin



Attested by Village Clerk, Shelia Martin