

BARTON VILLAGE, INC.
MEETING OF THE TRUSTEES
MINUTES
JANUARY 9, 2017 6 PM


PRESENT: Nathan Sicard, Cathy Swain, Tin (Justin) Barton-Caplin, Evan Riordan, Kate Kran, Angela Poginy, Patsy Tompkins, Mary Scarpa

- A. Call to Order: Called to order by NS at 6:00 p.m.
- B. Changes to Agenda / Additions or Deletions
 - a. American Red Cross Meeting
 - b. Moderator for Village Meeting
 - c. Tax Anticipation Notes
- C. Meeting Minutes –November 28, 2016 and December 27, 2016
 - a. JBC motioned to approve the November 28, 2016 and December 27, 2016 minutes, CS seconded. Unanimous approval.
- D. Privilege of the Floor
 - a. Mary Scarpa, Angela Poginy, and Patsy Tompkins—Memorial Hall Building
 - i. Discussion of use of downstairs: what is public use & what is not?
 - 1. Concerns that dishwasher is not available for events (raises sanitation issues)
 - 2. Coffee Pot
 - 3. Tables
 - ii. Trustees need to get more details about the past agreements with the Senior Center.
- E. Old Business
 - a. Insurance Renewal
 - i. Renewal complete
 - b. Finalize Budgets
 - i. Discussion of a few minor corrections to water, wastewater, and village budgets.
 - ii. Discussion of electric budget.
 - c. Moderator
 - i. CS reported out on status of Moderator outreach. She identified Paul Sicard as a possible candidate or Cathy White.
 - d. American Red Cross Disaster Shelter
 - i. JBC reported out meeting with Patsy Tompkins, Andy Sicard, and Dan Lavilette (American Red Cross) in regards to disaster shelter. JBC shared facility agreements. Next step is to have a facilities assessment (January 16th with Andy and Dan). No action taken.
- F. New Business
 - a. Source Protection Plan Update – Water Department

- i. NS shared a draft copy of the Source Protection Plan Update
 - b. General Department Updates
 - i. Office
 - 1. Kate Kran discussed need to start the Tax Anticipation Notes process. Trustees indicated support of securing required documents from the respective banks.
 - ii. Chart of Accounts / Pay periods
 - 1. Kate Kran discussed delays involved with the Chart of Accounts and the need for more assistance from NEMRC.
 - 2. Pay periods will switch to a bi-weekly pay period effective January 9th, 2016. No problems anticipated.
 - iii. WW-Arc Flash Proposal
 - 1. Trustees discussed the need for this study is low. No action taken.
 - c. Use of Personal Time
 - i. JBC motioned to allow a one time pay out of remaining 2016 personal leave for the DPW employee, CS seconded. Unanimous approval.
 - d. Cost of Living Increases for Non-Union Employees
 - i. CS motioned to approve a cost of living increase for non-union employees that is the same as union employees based on the utilized CPI index (i.e. 1.6% for 2017) effective January 1, 2017; JBC seconded. Unanimous approval.
- G. Other
 - a. Approval of Bills, Warrants, and Previous Warrants Signed
 - i. CS motioned to approve the bills, warrants, and previous warrants signed with the contingency that the Graham / Graham invoice (#0038418-IN) only be processed after a phone call with Graham/Graham to confirm the expense are part of the 2017 audit fees, JBC seconded. Unanimous approval.
 - b. Trustee Mail
- H. Executive Session
 - a. JBC motioned to enter Executive Session to discuss personnel items at 9:17 p.m. with Kate Kran and Evan Riordan, CS seconded. Unanimous approval.
 - b. JBC motioned to exit Executive Session at 9:20 p.m., CS seconded. Unanimous approval.
 - c. JBC motioned to authorize Evan Riordan to eliminate the Apprentice Lineman Position through a Reduction in Workforce process in accordance with the collective bargaining agreement; CS seconded. Unanimous approval.
- I. Motion to Adjourn: NS motioned to adjourn at 9:25 p.m., CS seconded.

Date of Next Trustee Meeting: February 13, 2017

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



Attested by Shelia Martin | Village Clerk