

Barton Village, Inc.  
Meeting of the Trustees

MINUTES  
6 PM February 8, 2016

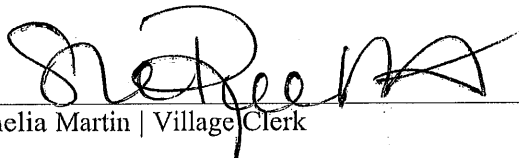
Present: Ryan Longe, Nathan Sicard, Tin (Justin) Barton-Caplin, Jennifer Cleveland (Orleans Record), Ed Barber (Newport Daily), Liz Trail (Chronicle)

- A. Call to Order: 6:11 p.m. by RL
- B. Changes to the Agenda / Additions or Deletions
  - A. Brief Update on Post Issuance Compliance Policy & Off Road Electric Poles (under project updates)
- C. Meeting Minutes—January 11, 2016 and January 25, 2016
  - A. NS motioned to approve January 11, 2016 minutes, JBC seconded. Unanimous approval.
  - B. RL motioned to approve January 25th, 2016 minutes, JBC seconded. 2-0-1 (NS abstained)
- D. Privilege of the Floor
  - A. None
- E. Correspondence
- F. Old Business
  - A. Hydro Credit Application
    - A. Reviewed application submitted as approved at January 25, 2016 meeting
  - B. CBA Execution with Union rep
    - A. RL motions to execute the collective bargaining agreement with IBEW Local 300, NS seconds. Unanimous approval.
- G. New Business
  - A. Hall Usage Request and Policy
    - A. NS motions to amend the policy to make it that non-profits automatically have no fee assessed (including no deposit if no key is issued), RL seconded. Unanimous approval.
  - B. Approval of 1099 Submission
    - A. NS motions to execute the 1096 form, RL seconds. Unanimous approval.
  - C. Approval of Budgets for Annual Meeting
    - A. NS motions to approve the Village, Water, Waste Water, and Electric budgets respectively, JBC seconds. Unanimous approval.
  - D. Approval of Articles for Annual Meeting
    - A. NS motions to approve the articles for Annual Meeting with amendments to articles 7 and 8, RL seconds. Unanimous approval.
  - E. Project Updates
    - A. Off Road Poles
      - A. JBC updated Trustees that Mac has secured a final estimate of \$11,000 for 10 off-road pole replacements with Energized Construction
    - B. Post Issuance Compliance (PIC) Policy
      - A. JBC shared that he drafted a PIC that is adapted from the Vermont Municipal Bond Bank's template and will need trustee review, revision, and approval.
    - C. Payroll Audit
      - A. NS updated Trustees on Liberty Mutual's upcoming payroll audit

- D. PSB Meeting
  - A. NS updated Trustees on an upcoming meeting with Steve Farnum and PSB.
- E. Storm Water Treatment System
  - A. NS updated Trustees on upcoming meeting with a consultant in regards to the storm water treatment
- F. Other
  - A. Approval of Bills, Warrants, and previous Warrants signed
    - A. JBC motioned to approve bills, warrants, and previous warrants signed, NS seconded. Unanimous approval.
  - B. Trustee Mail
    - A. General discussion that a Trustee should come to office and open Trustee mail regularly
- G. Executive Session
  - A. RL motioned to enter Executive Session at 7:33 p.m. with Kate Kran to discuss personnel matters and Kate's letter of hire, NS seconded. Unanimous approval.
  - B. RL motioned to exit Executive Session at 7:38 p.m., JBC seconded. Unanimous approval.
  - C. NS motioned to issue a retroactive letter of hire dated February 8, 2016 for Kate Kran.
  - D. NS motioned to enter Executive Session at 8:10 p.m. to discuss personnel matters, RL seconded. Unanimous approval.
  - E. RL motioned to exit Executive Session at 9:19 p.m., JBC seconded. Unanimous approval.
  - F. No action taken
- H. Motion to Adjourn RL motioned to adjourn, JBC seconded. Unanimous approval.

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

Attested by

  
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Shelia Martin | Village Clerk