

BARTON VILLAGE, INC.
BOARD OF TRUSTEES MEETING


MINUTES
6 PM, FEBRUARY 22, 2016

Present: Nate Sicard, Tin (Justin) Barton-Caplin (arrived at 6:15 p.m.), Ryan Longe (arrived at 6:40 p.m.), Katelyn Kran (BVI), Jennifer Cleveland (Orleans Record), John Morley (Orleans Village), Homer Tinker

- A. Call to Order: 6:15 p.m. by NS
- B. Open 2nd Public Hearing on Charter Change to Move Bridge
 - 1. NS opened public hearing at 6:16 p.m.
 - 2. NS stated that there will be an Australian Ballot on March 8 for the change. This is being organized by Shelia Martin and Grace Mason.
 - 3. No public comments provided
- C. Close Public Hearing
 - 1. NS motioned to close public hearing at 6:17 p.m., JBC seconded. Unanimous approval.
- D. Changes to the Agenda/Additions or Deletions
 - 1. None
- E. Meeting Minutes — February 5, 2016 (Special and Public Hearing), February 8, 2016
 - 1. JBC motioned to approve minutes for both the special and public hearing on February 5, 2016, NS seconded. Unanimous approval.
 - 2. NS motioned to approve minutes for February 8th, 2016 with the following amendments:
 - a. Add Jennifer Cleveland, Ed Barber, and Liz Trail present
 - b. JBC seconded. Unanimous approval.
- F. Privilege of the Floor
 - 1. John Morley presented an overview of needed voltage regulator upgrades. Overall costs for Barton Village is estimated to be \$31,388.70.
- G. Correspondence
 - 1. Annie & Daniel Croteau
 - a. Croteaus requested to stop having the water charge assessed as they have have a well
 - b. BVI needs to confirm water meter on well
- H. New Business
 - 1. Vacant Job Positions
 - a. Reviewed Small Utility Electric System Engineer & Manager job description
 - b. JBC motioned to post and recruit for the Small Utility Electric System Engineer & Manager position per job description, NS seconded. Unanimous approval.
 - c. Reviewed Lead Accountant / Human Resources Administrator job description
 - d. JBC motioned to post and recruit a Lead Accountant / Human Resources Administrator position per job description with an added salary range of \$40,000-\$50,000 and contingent on union approval that the position will be excluded from the collective bargaining unit, RL seconded. Unanimous approval.
 - B. Water and Wastewater System Operators Contract — 5 Year Renewal
 - 1. Moved to Executive Session
 - C. Easements
 - 1. Move to Executive Session
 - D. Project Updates
 - 1. Billing System

2. Reviewed that more detail is appearing on the utility bills per consumer feedback and regulatory requirements.
- E. Other
1. Approval of Bills, Warrants, and previous Warrants Signed
 - a. JBC motioned to approve bills, warrants, and previous warrants signed, RL seconded. Unanimous approval.
 2. Trustee Mail
- F. Executive Session
1. NS motioned to enter Executive Session at 8:05 p.m. to discuss personnel matters and strategy related to contract negotiations and water/sewer/electric easements—the premature disclosure there of would put the Village at significant disadvantage, RL seconded. Unanimous approval.
 2. NS motioned to exit Executive Session at 9:00 p.m., JBC seconded. Unanimous approval.
 3. NS motioned to agree to terms of contract renewal with Utility Partners and to authorize a letter of intent, JBC seconded. Unanimous approval.
 4. JBC motioned to issue retroactive letters of hire to Emily Crawford and Sharon Youland dated February 22, 2016; RL seconded. Unanimous approval.
 5. RL motioned to authorize additional training to BVI Office staff including additional training on NEMRC billing system, JBC seconded.
- G. Motion to Adjourn: RL motioned to adjourn at 9:03 p.m., JBC seconded. Unanimous approval.
- H. Date of Next Trustee Meeting: Annual Meeting March 8th 2016.

These minutes were approved at March 14, 2016 Barton Village Inc Board of Trustees Meeting



Attested by Shelia Martin
Barton Village Clerk

Date