

BARTON VILLAGE INC
MEETING OF THE TRUSTEES
MINUTES
6 PM MARCH 28, 2016

Present: Nathan Sicard, Cathy Swain, Tin (Justin) Barton-Caplin, Katelyn Kran (BVI), Elizabeth Trail (Barton Chronicle), Anne Marie MacEachern, Patsy Tompkins, Angela Poginy, Mary Scarpa, Jefferson Tolman (Utility Partners)

- A. Call to Order: Meeting called to order by NS at 6:05 p.m.
- B. Changes to the Agenda/Additions or Deletions
1. Add Brookfield Generator
 2. Add Information on Health Insurance Changes
- C. Meeting Minutes—Annual Meeting Minutes and March 14, 2016 Minutes
1. JBC motioned to approve Annual Meeting Minutes as amended by NS and March 14, 2016 Minutes as submitted, CS seconded. Approved
- D. Privilege of the Floor
1. Mary Scarpa presented for the American Legion Women's Auxiliary
 - a. Would like to improve the landscaping on Veterans Memorial on the Village Square
 - i. Trustees indicated approval of the concept. JBC requested they return with the design plan/concept.
 - b. Would like to clarify usage of the Barton Senior Center—particularly kitchen equipment and dishes/cooking utensils/mops/brooms/sanitizer etc.
 - i. Trustees indicated that they need to review any rental agreements and would get investigate and follow up with Mary (802.754.8581)
 2. Anne Marie MacEachern voiced concerns about the water/waste water rates and an empty building that is now paying 4 base charges because its listed as a 4 unit building; also indicated that her commercial building with the Saloon is estimated as using 3000 gallons for residential use
 - a. Trustees provided the rationale for the change in the residential rates and indicated that the Saloon may see relief when the commercial rates are reevaluated.
- E. Correspondence
1. None
- F. New Business
1. Utility Partners—Contract Renewal
 - a. JBC motioned to executive the Utilities Partners contract, NS seconded. Approval
 - b. Jefferson reminded Trustees of the need to mail out the Consumer Confidence Report for 2015 in the June bills to meet the July 1st deadline.
 2. Fair Association Approval for Demolition Derby
 - a. JBC motioned to authorize the Fair Association to conduct the demolition derby, NS seconded. Approval.
 3. Lunchbox—Use of Village Property Request
 - a. JBC motioned to approve request contingent on receipt of updated Insurance Certificate with Barton Village Inc listed as a certificate holder, NS seconded. Approval.

4. Office Update/Audit Update
 - a. Training Schedule—Request from Office Staff to close Village Offices for the whole day on the following Fridays for additional training on the accounting system: April 8th, 15th, 22nd, and 29th with proper notice.
 - i. JBC motioned to approve the request to close the Barton Village Offices on April 8th, 15th, 22nd, and 29th with proper notice given, NS seconded. Approved.
 - b. Account Consolidation—Committee (Kate, Shelia, Sharon, and Cathy) made recommendations to consolidate the numerous Village bank accounts
 - i. JBC indicated being comfortable with proposal for consolidating the checking accounts, however, he indicated that he had reservations about consolidating the reserve/special/bond/capital accounts given the history of commingling of bond proceeds. JBC recommended reviewing best practice or seeking input from towns/villages with good practices.
 - ii. JBC motioned to consolidate the 6 checking accounts into one checking account, NS seconded. Approval
5. Water / Sewer Assessment Fee Practice Discussion
 - a. JBC motioned to table discussion until next meeting, NS seconded. Approval.
6. Power Purchase Agreements
 - a. JBC indicated that VPPSA recommended these rates as very competitive and they recommended locking in with the power purchasing agreement.
 - b. JBC motioned to designate himself as the Authorized Agent to executive Power Purchase Agreement #14, NS seconded. Approval.
7. Local Emergency Operation Plan Annual Approval (LEOP)
 - a. NS provided information on the updates
 - b. JBC motioned to approve the updated LEOP, NS seconded. Approval.
8. Brookfield Generator Service Agreement
 - a. These agreements were provided by Mac for Village generators
 - b. Trustees indicated that they would like to see quotes for ALL generators including the generators at the wastewater treatment plant
 - c. No action taken
9. IBEW Health Insurance
 - a. JBC and KK provided brief update on the history and changes in the IBEW health plans with cost analysis. JBC and KK also indicated they updated BVI staff to the changes and were anticipating feedback. Trustees must indicate whether they will continue to use the IBEW health plan by April 15th. Action can be taken at next meeting with proper warning.

G. Other

1. Approval of Bills, Warrants, and previous Warrants signed
 - a. JBC motioned to approve bills, warrants, and previous warrants signed, NS seconded. Approval.
 - b. KK indicated that the invoice for power would need to be authorized before next meeting but was not included in the warrants for this meeting.
 - i. JBC motioned to authorize himself to sign the warrant for power when signing the payroll warrants, NS seconded. Approval.

H. Executive Session

1. JBC motioned to enter executive session at 7:50 p.m. with Katelyn Kran to discuss personnel matters and to review Electric Rate Case Docket 8646 negotiations, review Manager-Engineer applications, Pageant Park Caretaker Agreement and IBEW Health Insurance strategy where the premature disclosure would put the Village at significant disadvantage; NS seconded. Approval.
2. JBC motioned to leave executive session at 9:20 p.m., NS seconded. Approval.
3. JBC motioned to retroactively enter into the Stipulation Agreement with Department of Public Service effective March 25, 2016; NS seconded. Approval.
4. JBC motioned to approve and executive the Pageant Park Caretaker Agreement, NS seconded. Approval.

Motion to Adjourn: JBC motioned to adjourn at 10:05 p.m., NS seconded. Approval.

Date of Next Trustee Meeting: April 11, 2016

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

Attested by



Shekia Martin | Village Clerk