

BARTON VILLAGE INC
MEETING OF THE TRUSTEES
MINUTES

6 PM September 12, 2016

PRESENT: Nate Sicard, Cathy Swain, Tin (Justin) Barton-Caplin, Evan Riordan, Katelyn Kran, Shelia Martin, Ed Barber (The Newport Daily Express), Ed Helm

- A. Call to Order: 6:03 by NS
- B. Changes to the Agenda / Additions or Deletions
 - a. None
- C. Meeting Minutes - August 22, 2016
 - a. CS motion to approve minutes with the amendment to add each of the Policies approved, JBC seconded. Unanimous approval.
- D. Privilege of the Floor
 - a. None
- E. New Business
 - a. Tax Rate Approval
 - i. SM presented the tax rates:
 - 1. 0.8772 Village
 - 2. 0.1289 Water
 - 3. 0.0978 Sewer
 - 4. Total Tax Rate of 1.1039 (previous year's was 1.043)
 - a. Clarification that some of the water expenses last year were erroneously left out of previous tax bill.
 - ii. CS motioned to approve the tax rates, JBC seconded. Unanimous approval.
 - b. Utility Bills for Approval for Tax Sale
 - i. CS motioned to approve the warrant to commit the Tax Collector to the tax sale of 439 High Street for the outstanding utility bill of \$152.41; JBC seconded. Unanimous approval.
 - ii. Discussion of another property that is outside of Village limits and need for a lien versus a tax sale.
 - c. Coin Drop Application
 - i. CS motioned to approve the coin drop application from Glover Senior Center contingent on insurance rider and VTrans Approval for current location OR agreement by Senior Center to move 500 ft closer to Village Center.

d. DPW Update

i. Sand Purchase Approval

1. CS motioned to approve sand purchase as presented by DPW Foreman; JBC seconded. Unanimous approval.

ii. On Call Schedule

1. Discussion of need to address on call schedule given current staffing limitations. Discussion moved to executive session due to the need to discuss confidential personnel items related to this.

e. School Street/ West Street Water Project

i. Reimbursements

1. NS discussed the overview of the project close out and process for seeking reimbursement and paying down line of credit.
2. JBC motioned to authorize himself to execute the Monthly Project Budget Reimbursement Report, CS seconded. Unanimous approval.

f. Electric Manager Updates

i. EV Charging Station on Memorial Building

1. CS motioned to install the EV Charging Station on Memorial Building per the EV Charging Station Proposal, JBC seconded. Unanimous approval.
2. ER provided additional updates on hydro, lines of credit quotes, bucket truck, and EV regulators.

g. Draft Policy Review for Approval

- i. JBC motioned to approve the Conflict of Interest Policy, CS seconded. Unanimous approval.
- ii. CS motioned to approve the AP Procedures as amended, JBC seconded. Unanimous approval.

h. Adjusting Journal Entry Approvals for Audits

- i. CS motioned to approve all the Adjusting Journal Entries for Audit, JBC seconded. Unanimous approval.

F. Other

a. Approval of Bills, Warrants, and Previous Warrants Signed

- i. JBC motioned to approve bills, warrants, and previous warrants signed, CS seconded. Unanimous approval.

ii. Trustee Mail

G. Executive Session

- a. CS motioned to enter Executive Session at 9:15 p.m. with Evan Riordan and Katelyn Kran to discuss personnel issues and items related to possible litigation strategy related to past audits, the premature disclosure thereof would put the Village at significant disadvantage; JCB seconded. Unanimous approval.
- b. JBC motioned to exit Executive Session at 10:45 p.m., CS seconded. Unanimous approval.
- c. JBC motioned to authorize Cathy Swain to meet with previous auditors, CS seconded. Unanimous approval.
- d. JBC motioned to authorize Andy Sicard and Katelyn Kran to post a temporary DPW position contingent on review/approval of the job description by the Trustees, CS seconded. Unanimous approval.
- e. JBC motioned to authorize Nate Sicard to contact legal counsel, CS seconded. Unanimous approval.

H. Motion to Adjourn

- a. CS motioned to adjourn at 10:50 p.m. JBC seconded. Unanimous approval.

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



Attested by Shelia Martin | Village Clerk