

**BARTON VILLAGE, INC.  
MEETING OF THE TRUSTEES**

**DRAFT MINUTES**

**6PM, Sept. 28, 2015**

**PRESENT:** David Ormiston, Nathan Sicard, Ryan Longe, Tin (Justin) Barton-Caplin, Nathalie Gagnon-Joseph (Barton Chronicle), Paul Sicard (Delinquent Tax Collector for Barton Village)

- A. **Call to Order:** 6:00 p.m.
- B. **Changes to the Agenda / Additions or Deletions**
- a. Sarah Butler-Collins Letter in regards to Disconnect Notice
  - b. 2015 Audit RFP
  - c. JBC motioned to accept the additions to the agenda, RL seconded. Unanimous approval.
- C. **Meeting Minutes - September 14<sup>th</sup>, 2015**
- a. JBC motioned to approve the September 14th, 2015 minutes with the following corrections: Adding Matt Lussier's phone number (802.673.8330) and a note discussing that Sgt LaCourse was not reached during Executive Session; RL seconded. Unanimous approval.
  - b. Discussion if the letter to Mr. Bosley had been sent. David indicated he didn't send letter as he thought NS would send it.
- D. **Privilege of the Floor**
- a. None
- E. **Correspondence**
- 1. John Brown - Junk & Junk Vehicles
    - a. David presented John Brown's note asking the Trustees to enforce the Junky Yard Ordinance.
    - b. Trustees discussed that they would like to enforce the ordinance, yet need to address critical issues first. Perhaps more aggressive enforcement could take place in 2016.
    - c. No action taken.
  - 2. Gail & Robin Robitaille - Barton Turkey Trot
    - a. Barton Turkey Trot requested use of the Memorial Building (basement area).
    - b. NS motioned to approve use of the Memorial Building for the Barton Turkey Trot on Thanksgiving, JBC seconded. Unanimous approval.
  - 3. Sarah Butler-Collins Letter in Regards to Disconnect Notice
    - a. David Ormiston presented the letter received from Ms. Butler-Collins. Ms. Butler-Collins was upset that she received a disconnect letter because of the \$57.85 related to an abatement request. David indicated that this disconnect notice was sent in error as the \$57.85 was on indefinite hold until the Trustees are able to act on abatements per the new ordinance. David indicated that Ms. Butler-Collins paid the \$57.85 even after the Village admitted its error.
    - b. JBC motioned to write an apology letter from the Trustees to Ms. Butler-Collins indicating that a clerical error had happened and that if the \$57.85 were to be abated at a future date that she would receive a refund/credit; NS seconded. Unanimous approval.
- F. **Old Business**
- 1. DPW Foreman Position
    - a. David Ormiston indicated that he received two letters of interest from current Barton Village staff. He invited the two candidate for interviews during Executive Session.
  - 2. Office Temporary Staff
    - a. David Ormiston indicated that Katelyn Kran started that day and was able to work on payroll and Accounts Payable.
  - 3. 2015 Audit RFP
    - a. David Ormiston and NS discussed that the accounting firms in receipt of the Audit RFP were asking for the 2014 Barton Village Audits. However, the 2014 Audit will not be completed until mid-October and with the current deadline in the RFP, accounting firms would not have enough time to prepare an application for the 2014 Audit RFP. The recommendation would

be to extend the deadline to mid-November.

- b. NS motioned to extend the 2015 Audit RFP deadline until November 16th, 2015, JBC seconded. Unanimous approval.

**G. New Business**

1. Barton Village Delinquent Tax Sale

- a. Paul Sicard (Delinquent Tax Collector for Barton Village) indicated that he has 8 properties of which he would like to move forward with tax sales. He indicated that he did not need any action from the Trustees, however, he wanted to make them aware. The property lists have been provided to David Ormiston and Paul Sicard is working with Village counsel.
- b. Paul Sicard also brought recommendations for tax abatement on two parcels:
  - i. Merrill and Emily Crawford – In December 2012, their mobile home experienced a structural fire. Paul indicated that the Town of Barton has already abated the town taxes for 2013. The amount of \$132 is currently owed for 2013 Village taxes.
  - ii. Mr. Parent – This tax bill was actually generated on an RV campground where the RV is no longer present. Mr. Parent lives currently in Quebec. The amount of \$10.67 is currently owed for 2014 Village taxes.
- c. JBC indicated that he supported the recommendations but was uncertain that the Trustees had the authority to abate the taxes. It was his understanding that a Board of Abatement or Board of Civil Authority would have to be convened for this purpose. Those boards usually included other officials in addition to the Trustees. Trustees and David Ormiston agreed more information was needed before action was taken.
- d. Paul Sicard also provided recommendation that Barton Village hold multiple tax sales with one being earlier in the year.
- e. NS asked if there were no bids on the properties, if the Village could make a bid. The consensus was that the Trustees could authorize David Ormiston to make bids on such properties; however, the recommendation would be to work with Village counsel in such instances given the complexity that could arise.

**G. Other**

1. Approval of Bills, Warrants and previous Warrant signed.
  - a. NS motioned to approve the bills and warrants, RL seconded. Unanimous approval.

**H. Executive Session**

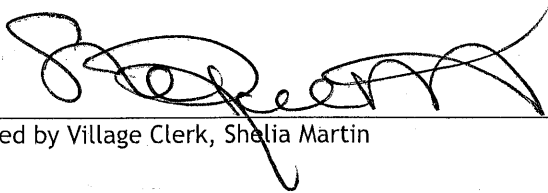
1. NS motioned to enter Executive Session with David Ormiston and the candidates for the DPW Foreman position at 6:50 p.m. to discuss employee related issues and to interview candidates, JBC seconded. Unanimous approval
2. NS motioned to exit Executive Session at 9:10 p.m., RL seconded. Unanimous approval.
3. JBC motioned to offer Andy Sicard the position of DPW Foreman at the posted rate of pay, RL seconded. JBC and RL voted in the affirmative. NS abstained.

**Motion to Adjourn**

1. NS motioned to adjourn, RL seconded. Unanimous approval.

**Date of Next Trustees Meeting: October 12th, 2015**

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



Attested by Village Clerk, Shelia Martin