

**BARTON VILLAGE, INC.**  
**MEETING OF THE TRUSTEES**  
**MINUTES**  
**6PM November 28, 2016**

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- A. Call to Order: By NPS  
Present: Tin Barton-Caplin, Cathy Swain, Nathan Sicard, Evan Riordan, Kate Kran, Pam Poginy, Gary Poginy
- B. Changes to the Agenda / Additions or Deletions
  - a. Brief update of DOL overtime/court case
- C. Meeting Minutes – November 14, 2016

Tin moved to approve, 2<sup>nd</sup> by Cathy – Motion carried, minutes approved.

- D. Privilege of the Floor  
Pam and Gary Poginy to discuss water and sewer base dwelling unit charges and request not to pay base charges that were back billed. Pam and Gary met with the Board until 7:30, no action taken.

E. **Old Business**

- 1. 2016 Audit Engagement Agreement. Cathy moved, Tin 2<sup>nd</sup> to send agreement with a cover letter requiring that any additional billing be approved prior to the work.
- 2. Reviewed draft of memorial building committee scope.

F. **New Business**

- 1. School St./West St. Water Project – Close out documents, reimbursement request approvals, execution of payment applications.

JBC motioned to execute allonge document, CS seconded.

Signed Alonge, extending LOC until the end of December.

NS motioned to Authorized Tin to sign the final pay request and balancing change order., JBC seconded.

- 2. Bi-Weekly Payroll procedures.

Discussed that management may have to work with individuals to set up bank accounts to get the bi-weekly process up and running for 2017.

- 3. Transfer Documents, Branche Property Elm Street.

NS Moved to instruct Attorney to finalize deed paperwork, Nate will look into process of selling property, Tin will follow up with attorney, CS seconded

- 4. Electric Department Purchasing

- a. Hydro Batteries, Transformer Retrofill.. NS Moved to have Evan move forward with environmental projects with the hydro incentive money, CS seconded.

- b. Bucket Truck. Cathy moved, Tin 2<sup>nd</sup> to sell bucket truck and look into leases.

- c. Sale of Meter Truck. Cathy moved, Tin 2<sup>nd</sup> to sell old truck and lease a new one.

- 5. Insurance quotes and updates.

Discussed that VLCT didn't have a PACIF quote ready as requested, when quotes come in, information will be distributed so we will be prepared to make a decision at our next meeting.

- 6. Tin briefly discussed that the new DOL overtime rules will not come into effect as previously discussed.

G. **Other**

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1. Approval of Bills, Warrants and previous Warrant signed. Tin moved, Cathy 2<sup>nd</sup>, motion carried.
2. Trustee Mail.
  - a. Tin will follow up on American Red Cross request to use possibly use Memorial Hall as a Disaster Shelter.

**H. Executive Session**

Personnel Items

JBC motioned to enter Executive Session with Evan Riordan at 9:25 p.m. to discuss personnel items, CS seconded.

CS motioned to exit Executive Session at 10:29, JBC seconded.

No action taken

**Motion to Adjourn—CS motioned to adjourn at 10:37 p.m., JBC seconded.**

**Date of Next Trustee Meeting: December 12, 2016**

Submitted by Nate Sicard & Tin Barton-Caplin



Attested by Shelia Martin | Village Clerk