

BARTON VILALGE, INC.
MEETING OF THE TRUSTEES
DRAFT MINUTES
DECEMBER 11, 2017 6 PM

PRESENT: Nathan Sicard, Cathy Swain, Tin (Justin) Barton-Caplin, Evan Riordan, Kate Kran, Jefferson Tolman, Cathy Reinstein (BASSI), Richard Jesmer (BASSI), Elizabeth Trail (The Chronicle), Ed Barber (Newport Daily Express), Jeff Graham (Graham and Graham), Trish Ingalls (RuralEdge), David Snedecker (NVDA)

- A. Call to Order: NS called to order at 6:00 p.m.
- B. Changes to the Agenda / Additions or Deletions
 - a. None
- C. Meeting Minutes November 27, 2017
 - a. JBC motioned to approve November 27, 2017 minutes, CS seconded. Unanimous approval.
- D. Privilege of the Floor
 - a. Elizabeth Trail asked about the Junky Yard Ordinances and when they were sent
 - i. JBC responded that the notices were dated and sent 11/28/2017.
- E. Old Business
 - a. Budgeting
 - i. Updates with final budget approval on December 26th, 2017
 - b. BASSI Rental
 - i. JBC motioned to enter Executive Session with BASSI Representatives (Richard Jesmer and Cathy Reinstein) and BVI staff at 6:10 p.m., NS seconded.
 - ii. JBC motioned to exit Executive Session at 6:25 p.m., NS seconded.
 - iii. JBC motioned to approve and execute the BASSI rental agreement from December 1, 2017 to December 31, 2018, NS seconded. 2-approved, 1 abstained. (Cathy Swain abstained given her role on the BASSI Board).
- F. New Business
 - a. 2018 Department Rental Agreements
 - i. Trustees discussed further refinements. Discussion tabled until next meeting.
 - b. Utility Partners Annual CPI Adjustments
 - i. JBC motioned to approve the 2.5% increase and authorize Nate Sicard to execute the agreement, CS seconded.
 - c. Glover Sewer Annual Review
 - i. Review proposed letter to Glover for Sewer allotment / calculation.
 - d. Request for Village Matching Funds
 - i. Trish Ingalls presented information on the Pierce Block project and her proposal to conduct a feasibility study to increase usage of the Pierce Block. She requested \$5000 of the community grant funds from Barton Village. The

- feasibility study would include Scope of Work, Drawings, Market Study, Appraisal, Survey, and Capital Needs Assessment.
 - ii. Trustees asked Trish if she would share the results of the feasibility study with the Trustees. Trish indicated in the affirmative that the Trustees could have access to the finalized feasibility study.
 - iii. JBC motioned to approve the \$5,000 request, CS seconded. Unanimous approval.
 - e. Electric Department Updates, Digger Truck Replacement
 - i. Discussion of the need for another digger truck. Discussed other options: buy used, lease, and pay per use fee to neighboring utilities.
 - ii. No action taken by Trustees
- G. Other
 - a. Approval of Bills, Warrants, and previous Warrants signed
 - i. CS motioned to approve bills, warrants, and previous warrants signed, JBC seconded. Unanimous approval.
 - b. Office / Facility
 - i. Website Update
- H. Executive Session
 - a. JBC motioned to enter Executive Session at 6:51 p.m. with BVI staff and Jeff Graham to discuss Audit contract, CS seconded. Unanimous approval.
 - b. CS motioned to exit Executive Session at 7:54 p.m., JBC seconded. Unanimous approval.
 - c. JBC motioned to enter Executive Session at 8:38 p.m. with BVI staff to discuss personnel, contracts, and property claims, CS seconded. Unanimous approval.
 - d. CS motioned to exit Executive Session at 10:57 p.m., JBC seconded. Unanimous approval.
 - e. JBC motioned to authorize payment of \$5220 for audit services and to send a copy of the Audit RFP to Graham and Graham, CS seconded. Unanimous approval.
 - f. JBC motioned to issue letter to Greater Barton Arts (GBA) in regards to property claims, NS seconded. 2-approved, 1 abstained (Cathy Swain Abstained).
 - g. JBC motioned to enter Executive Session at 11:10 p.m. with no other persons present to discuss personnel matters, CS seconded. Unanimous approval.
 - h. JBC motioned to exit Executive Session at 11:20 p.m., CS seconded. Unanimous approval.
 - i. JBC motioned to authorize healthcare expenditures (premium and any HSA/HRA contributions) for non-collective bargaining unit employees up to and including \$751.92 for single plans and up to \$1503.84 for 2-person plans whereas the employee can select the appropriate plan for his/her family, contingent on the ability of BVI to secure said plan this late into the enrollment period, CS seconded. Unanimous approval. (Note: premiums would be subject to the current employer/employee split).
- I. Adjourn: JBC motioned to adjourn at 11:22 p.m., CS seconded. Unanimous approval.

Date of Next Meeting: December 26, 2017

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

Attested by Shelia Martin | Village Clerk