

BARTON VILLAGE INC.
MEETING OF THE TRUSTEES
DRAFT MINUTES
August 12, 2019 6 PM

PRESENT: Nate Sicard, Cathy Swain, Tin (Justin) Barton-Caplin, Kate Kran, Andy Sicard, Denis Fortin

Call to Order: Called to order by NS at 6:00 p.m.

- A. Changes to Agenda / Additions or Deletions
 - a. CS motioned to add Hydro Project, JBC seconded. Unanimous approval.
- B. Meeting Minutes July 22, 2019 Minutes
 - a. JBC motioned to table until next meeting, CS seconded. Unanimous approval.
- C. Privilege of the Floor
 - a. None
- D. Old Business
 - a. Water / Sewer Account Collection Policy
 - i. JBC motioned to table, CS seconded. Unanimous approval.
- E. New Business
 - a. VT Trappers Association – Request for Fairgrounds Annual Shooting Event
 - i. CS motioned to approve request, JBC seconded. Unanimous approval.
 - b. Pageant Park Rates for 2020
 - i. CS motioned to keep the 2020 Pageant Park rates the same as 2019 rates, JBC seconded. Unanimous approval.
 - c. Winter Plowing Agreements (Town & VTrans)
 - i. Discussion of conversations with VTrans & Town
 - ii. VTrans requested that the Village develop a 5 year strategic plan to help guide future decision making related to its highway infrastructure
- 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.
 - b. Electric
 - i. Budget Change Request
 - 1. CS motioned to approve electric dept budget change request as presented, JBC seconded. Unanimous approval.
 - ii. Consider Executing LIHI Agreement for LIHI Cert.
 - 1. Discussion of the agreement
 - 2. Concerns raised about not knowing values of fees
 - 3. JBC motioned to approve and authorize NS to execute LIHI agreement, CS seconded. Unanimous approval.
 - iii. VPPSA Board Input

1. JBC discussed upcoming VPPSA meeting on September 24 that would require BVI input
 2. JBC will draft responses for input by other Trustees
- iv. Hydro Projects
1. Denis Fortin shared with Trustees some of the upcoming hydro projects (i.e. hydro gate) and asked about major projects that may need capital budgeting (i.e. roof)
 2. Discussion of need to build a prioritized project lists (including projects needed to be VOSHA compliant)
 3. Discussion of the need to capture projects into the 2020 budget which would start to be developed in September.
- c. Trustee Mail
- i. None
- d. Office / Facilities
- i. Door Replacement
 1. Update on recommendations
 - ii. VOSHA Compliance, DPW's current HAZCOM Policy, NEPPA Training
 1. Discussion of VOSHA compliance concerns
 - a. DPW Foreman & Hydro Facility Manager are addressing compliance issues
 2. Discussion of NEPPA Training & Resources Available
 - a. Trustees were very supportive of sending staff to NEPPA training that was required or highly desirable to ensure safety- especially for newer staff
 - b. Trustees were also very supportive of identifying "refresher trainings" that could be led or coordinated by BVI staff.
 3. CS motioned to formally adopt the current Hazard Communication & Chemical Safety Policy in use by the DPW Foremen, JBC seconded. Unanimous approval.
 - a. Brief discussion that the custodial contractor needs to provide names of cleaning chemicals to be added to the data safety sheets.

G. Executive Session:

- a. JBC motioned to enter Executive Session at 7:42 pm with Kate Kran & Andy Sicard to discuss personnel issues, CS seconded. Unanimous approval.
- b. CS motioned to exit Executive Session at 8:21 p.m., JBC seconded. Unanimous approval.
- c. JBC motioned to approve permanently lay off the full-time Highway Equipment Operator position effective 11/08/2019 and in compliance with both the CBA & the March 2018 Joint Governmental Operations Memorandum of Agreement with IBEW, CS seconded. Unanimous approval.

H. Adjourn: JBC motioned to adjourn at 9:23 p.m., JBC seconded. Unanimous approval.

Date of Next Meetings: August 26, 2019

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

Attested by Shelia Martin | Village Clerk