

BARTON VILLAGE INC.  
MEETING OF THE TRUSTEES  
DRAFT MINUTES  
October 15, 2019 6 PM

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

Call to Order: Called to order by NS at 6:05 p.m.

- A. Changes to Agenda / Additions or Deletions
  - a. None
- B. Meeting Minutes September 23, 2019 Minutes
  - a. JBC motioned to approve September 23, 2019 minutes as amended, CS seconded.  
Unanimous approval. Amendments:
    - i. Under Majorie Borwn – Water quality section:
      - 1. Correct “order” to “odor”
      - 2. Add “Trustees stated BVI Staff should be more responsive to customers related to water quality concerns” under
    - ii. Under Office / Facilities / Winter Plowing Section:
      - 1. Change “Barton Parcel Sugarshack” to “Tier 3 Line Extension in South Barton”
- C. Privilege of the Floor
  - a. None
- D. Old Business
  - a. None
- E. New Business
  - a. Consider Adoption of VTrans Provided 2019 Road Standard
    - i. NS shared the VTrans Road Standards & discussion of public comment period. Trustees discussed the changes and which standards were required.
    - ii. CS motioned to approve the VTrans 2019 Road Standards Sections 1, 2, 3, 5 & 7 and execute the Town Road & Bridge Standards Form, JBC seconded.  
Unanimous approval.
  - b. Naming Ballfield Lane / Drive
    - i. NS and Kate shared the need for 911 addresses on the waste water building located near the ball field to be covered by the insurance policies.
    - ii. To secure a 911 address from the town, there needs to be a road designation of the access to the ball field.
    - iii. CS motioned to designate the access road a Class 4 Road for emergency response purposes & 911 address designation and to name it Ballfield Alley , JBC seconded. Unanimous approval.
  - c. Turkey Trot – Event Permit for Use of Village Highways
    - i. Discussion of annual request for Turkey Trot event to use the Village roadways

- ii. NS motioned to approve the event permit contingent on an event insurance rider & agreement to follow general road safety guidelines, CS seconded. Unanimous approval.
      - d. Transco Purchase Agreement
        - i. JBC motioned to approve & to authorize Nathan Sicard to execute the Vermont Transco LLC Subscription Agreement & Investor Qualification Questionnaire, NS seconded. (2 yays, 0 nays, 1 abstain).
  - 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. JBC motioned to retroactively approve the special warrant from October 7<sup>th</sup>, 2019 and to retroactively approve JBC to execute the special warrant on behalf of the Board, CS seconded. Unanimous approval.
    - b. Trustee Mail
      - i. None
    - c. Office / Facilities
      - i. Review Draft 5 year Strategic Plan for Highway Operations
        - 1. NS presented a first draft of 5 year strategic plan for Department of Public Works.
      - ii. Electric Department Ground Clearing Standards
        - 1. Discussion of the need for ground clearing standards to help establish clear guidelines for future line extension projects.
        - 2. NS will work on providing draft standards for the Board to consider
        - 3. The need for this became clear in considering a line extension project in Sutton to support a sugaring operation.
      - iii. Electric Department Operations
        - 1. JBC provided an update on the VPPSA Strategic Board Sessions
        - 2. NS provided an update on a possible line extension in Barton
          - a. JBC motioned to authorize NS to work with staff and property owner (Mark Gray) to continue exploring options for line extension for a sugaring operation, CS seconded. Unanimous approval.
- G. Executive Session:
  - a. JBC motioned to enter Executive Session at 7:50 pm with Kate Kran to discuss personnel issues, CS seconded. Unanimous approval.
  - b. JBC motioned to exit Executive Session at 8:04 p.m., CS seconded. Unanimous approval.
  - c. JBC motioned to approve Andy Sicard's performance review, CS seconded. Unanimous approval.
- H. Adjourn: JBC motioned to adjourn at 8:05 p.m., JBC seconded. Unanimous approval.

Date of Next Meetings: October 28th, 2019

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

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Attested by Shelia Martin | Village Clerk