

BARTON VILLAGE INC.
MEETING OF THE TRUSTEES
DRAFT MINUTES
November 26, 2018 6 PM

PRESENT: Nate Sicard, Cathy Swain, Tin (Justin) Barton-Caplin, Kate Kran, Evan Riordan, Joseph Gresser (Chronicle),

- A. Call to Order: Called to order by NS at 6:02 p.m.
- B. Changes to Agenda / Additions or Deletions
 - a. None
- C. Meeting Minutes November 12th, 2018
 - a. CS motioned to approve the November 12th, 2018 meeting minutes, JBC seconded. Unanimous approval.
- D. Privilege of the Floor
 - a. None
- E. Old Business
 - a. Tanker Truck Bill of Sale to Town
 - i. NS updated Trustees that the Town of Barton was interested in securing the Village's tanker truck from the fire department
 - ii. JBC motioned to approve and execute the bill of sale to Town of Barton for 2001 Tanker Truck and to transfer the title, CS seconded. Unanimous approval.
- F. New Business
 - a. Lien Release, 381 Main Street
 - i. Discussion that the lien rider/documentation was absent and staff had not had Evan review before presenting to Trustees.
 - ii. CS motioned to approve and execute lien release for \$3,582.39 on 381 Main Street contingent on Evan's review of appropriate documentation and approval, JBC seconded. Unanimous approval.
 - b. 114 Main Street Property – group interested in community garden space
 - i. JBC motioned to table to next meeting so Trustees could see the request, CS seconded. Unanimous approval.
 - c. FY2019 Budgeting
 - i. Discussed where each department was at in terms of FY2019 Budgeting.
 - ii. No action taken
- G. 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. Discussion of Year to Date Financial Review

1. Discussion that the ideal financials would be **monthly** cash flow analysis, year to date actuals compared to budget and balance sheet. Trustees acknowledged that we weren't quite there yet.
- b. Trustee Mail
 - i. No Mail
- c. Office / Facilities
 - i. Discussion of snow removal around building, particularly at BASSI entrance—discussion that the rental agreement with BASSI should be reviewed to see which entity was responsible.
 - ii. Discussion of the need to ensure external light bulbs were replaced on Memorial Building when burnt out.
 - iii. Consider Meter Truck Lease
 1. Evan presented his analysis for a meter reader truck with his recommendation that leasing a 2019 Dodge Ram 1500 4x4 would be the most economical option.
 2. Discussion of the need for a truck with an extended cab. Evan indicated that the truck was often used to travel to trainings together and that the bed was needed sometimes to transport items to job sites.
 3. Discussion if any of the Capitalized Taxes should be excluded given BVI's tax exempt status.
 4. CS motioned to approve the lease presented for 2019 Dodge Ram 1500 4 x 4, JBC seconded. Unanimous approval.

H. Executive Session:

- a. None

- I. Adjourn: JBC motioned to adjourn at 7:16 p.m., CS seconded. Unanimous approval.

Date of Next Meetings: December 10th, 2018

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

Attested by Shelia Martin | Village Clerk