

BARTON VILLAGE INC.
MEETING OF THE TRUSTEES
DRAFT MINUTES
January 14, 2019 6 PM

PRESENT: Cathy Swain, Tin (Justin) Barton-Caplin, Evan Riordan, Nathan Sicard (arrived at 6:22 p.m.)

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

- A. Changes to Agenda / Additions or Deletions
 - a.
- B. Meeting Minutes December 26th, 2018
 - a. JBC motioned to approve the December 26th, 2018 meeting minutes, CS seconded. Unanimous approval.
- C. Privilege of the Floor
 - a. None
- D. Old Business
 - a. FY Budgeting
 - i. Annual Report
 - 1. Draft should be ready by first February meeting
 - ii. Finalize Glover Letter
 - 1. Tabled until next meeting
 - b. Village Use Ordinance
 - i. JBC passed out copies of updated municipal use ordinance. Trustees decided to table until next meeting.
- E. New Business
 - a. 142 Main St. Property – Submissions of bids due
 - i. No bids received
 - ii. Discussion of next steps
 - 1. Trustees decided to examine the property before the close of the meeting
 - 2. Discussion of an appraisal of use with maximum value
 - 3. Discussion of a possible structural assessment for possible repurposing the building
 - b. Village Center Designation
 - i. CS will represent Barton Village at the Village Designation Meeting
 - ii. Trustees reviewed boundaries and a few corrections of the NVDA Barton Village synopsis
 - c. Maintenance Fund Roll Overs (U.P.)
 - i. CS motioned to approve the requested roll overs, JBC seconded. Unanimous approval.
 - d. Lien Release Request – 50 Willoughby Lake Road
 - i. Previously approved; Trustees just needed to execute document

F. Other

- a. Approval of Bills, Warrants, and previous Warrants signed.
 - i. JBC motioned to approve bills, warrants, and previous warrants signed—including the special warrant for the VMERS payment--CS seconded. Unanimous approval.
- b. Trustee Mail
 - i. St Paul's Fish Fry
 1. Request to use the Memorial Hall for free for their annual fish fry
 2. Trustees reviewed the facility use policy
 3. Since the Fish Fry is a fundraising event, St Paul's would need to pay \$50 as specified in the policy
 4. Trustees referred issue back to staff
- c. Office / Facilities
 - i. Account Write Off Considerations
 1. JBC motioned to approve electric department write offs of delinquent debt totaling \$10,909.26, CS seconded. Unanimous approval.
 2. JBC motioned to approve a resolution to develop Delinquent Debt Procedure at some point in 2019, CS seconded. Unanimous approval.

G. Executive Session:

- a. Personnel
 - i. JBC motioned to enter Executive Session with Evan Riordan (Nate Sicard was not present) at 6:01 p.m. to discuss personnel items, CS seconded. Unanimous approval.
 - ii. JBC motioned to exit Executive Session at 6:17 p.m., CS seconded. Unanimous approval.
 - iii. No action taken

H. Adjourn: JBC motioned to adjourn at 8:21 p.m. (after inspection of the Fire Station at 142 Main Street), CS seconded. Unanimous approval.

Date of Next Meetings: January 28, 2019

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

Attested by Shelia Martin | Village Clerk