

BARTON VILLAGE INC.
MEETING OF THE TRUSTEES
DRAFT MINUTES
JULY 27, 2020 6 PM

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

- A. Call to Order: Called to order by NS at 6:04 p.m.
- B. Changes to Agenda / Additions or Deletions
 - a. None
 - b. JBC requested for a future agenda topic: Options for Food Waste for residents since Barton Town is not in the NEK Solid Waste Management District
- C. Meeting Minutes July 13, 2020
 - a. JBC motioned to approve the July 13th, 2020 minutes, CS seconded. Unanimous approval
 - b. Discussion that JBC didn't have capacity to finish minutes in a timely manner. CS is willing to take minutes after the Aug 10th meeting (as she won't be at that meeting)
- D. Privilege of the Floor
 - a. None
- E. Old Business
 - a. None
- F. New Business
 - a. None
- 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. Budget vs Actual
 - i. Discussion that the highway budget will need adjustment
 - 1. Kate will work with Andy to complete a budget adjustment form
 - 2. Andy requested to do this process after the temporary employees finish up
 - 3. Truck repair, road sweeping, and road painting will all be overbudget and funds will need to be pulled from other line items
 - c. Consider Audit Approval
 - i. Discussion of the audit completion. Auditors have completed the audit—though the lead auditor will be out for an unspecified time. Trustees discussed if there were a need to wait for the lead auditor to return before approving the audit.
 - ii. NS motioned to approve the BVI 2019 audit, JBC seconded contingent on approval from auditing firm. Unanimous approval.
 - d. Trustee Mail
 - i. Fay Valley

1. NS received a communication from Fay Valley about her concerns related to the communication surrounding the boil water notice.
 - a. Trustees discussed that the state minimums for notice were implemented
 - b. Trustees discussed additional options for more effective notice
 - i. JBC provided an update on the VT ALERT notification set up & staff training
 1. There will be a need to have a survey link or some other mechanism to get up to date phone numbers and emails on residents & customers after the initial set up.
 - ii. Discussion of Front Porch Forum
 - iii. Discussion of the need to make sure notices go on the BVI website
 - c. Trustees also discussed releasing a press release with details of the notification system
- e. Office / Facilities/Operations
 - i. Electric Department
 1. Truck Use
 - a. Discussion that Hardwick Electric may be in need of a bucket truck and that BVI should attempt to lease the electric department bucket truck to them.
 - b. Kate will reach out
 2. August 20 PUC Meeting
 - a. JBC reported out that VPPSA has received a request to have all municipal utilities attend a meeting with the Public Utility Commission (PUC) on August 20th with possible topics related to disconnect moratorium, rate design (including implementing load controls and dynamic rates as well as low income rates), increases in distributed generation, and role of Efficiency Vermont with EVT pushing to expand being an all fuels utility
 - b. JBC requested that Kate also attend as she's the primary staff point of contact for high level electric department issues
 3. Request from VPPSA regarding sale of REC Credits
 - a. JBC reported out that VPPSA would like to lock in a sale price for 2021 REC credits
 - i. REC credit sale prices have seen a major decline
 - ii. VPPSA would like to lock in this sale price earlier than usual due to this trend
 - iii. The lock in price would at or above \$15/MWH

- b. CS motioned to authorize VPPSA to sell 2021 REC credits now and lock in sale prices at or above \$15/MWH, JBC seconded. Unanimous approval.
 - c. In the same request, VPPSA would like data on the electric vehicle station. Kate is working on this request—though the meter provides very minimal data
- ii. Water / Sewer
 - 1. Utility Partners additional O&M cost
 - a. Trustees discussed Jefferson’s request to clarify where to pull costs for needed maintenance expenses.
 - b. Trustees recommended that the expenses would be pulled out of the contract as usual and if needed the maintenance expenses can be replenished to the contract in the future if need
 - 2. NS shared that the West Street Bridge has a sag in the sewer line
 - a. As repairs to the sewer line commenced, it appears that the original installation (over 10 years ago) perhaps was faulty
 - b. These repairs, if they meet the capitalization threshold, can come out of the capital reserves
- iii. Highway
 - 1. Update that the center lines have been painted
 - 2. Discussion that the radar speed limit sign on the south side of the Village on RT 5 seems to be malfunctioning
 - a. Kate will ask Andy to check on this
- iv. Other
 - 1. Operations under COVID
 - a. Discussion that Julie is operating out of the Memorial Building M, T, W and this seems to be going well.
 - b. Kate is checking in more with staff
 - c. Operations seem to be going well
 - 2. Hall Use for Public Hearings
 - a. NS shared the request from the DRB to use the large spaces at the Memorial Building as they anticipate a large turn out for an upcoming meeting
 - b. Discussion that if the lower level were used that attendees would need to wear masks (per the Executive Order going into effect August 1st), ideally table use would be discouraged or minimized, and then tables/chairs should be wiped down after the meeting since BASSI staff still use the space
 - c. CS suggested that the theater would be a better option for social distancing and there’s very little use

d. Trustees agreed this would be the best option—the DRB would need to bring masks in case anyone arrives without one

3. Pageant Park – ATVs at Park

a. CS shared some of the concerns that she’s heard from residents related to ATVs in Pageant Park (which is closed for the season), on Pageant Park Street (which is not authorized in the ordinance), ATVs being in the lake at Pageant Park, and the cable across the entrance to Pageant Park was cut

i. CS also shared that Tim from VSSA contracts with Sheriffs to patrol trails on the weekend and that he could explore seeing if they could patrol Pageant Park on the weekend as well.

H. Executive Session:

a. JBC motioned to enter executive session with Kate Kran to discuss personnel items at 7:47 p.m., CS seconded. Unanimous

b. JBC motioned to exit executive session at 8:01 p.m., CS seconded. Unanimous approval.

c. Trustees took no action

I. Adjourn: CS motioned to adjourn at 8:01 p.m., JBC seconded. Unanimous approval.

Date of Next Meetings: August 10, 2020

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

Attested by Shelia Martin | Village Clerk