

BARTON VILLAGE INC.
MEETING OF THE TRUSTEES
MINUTES
April 8, 2019 6 PM

PRESENT: Nathan Sicard, Tin (Justin) Barton-Caplin, Evan Riordan, Paul Sicard

- A. Call to Order: Called to order by NS at 6:00 p.m.
- B. Changes to Agenda / Additions or Deletions
 - a. JBC motioned to add March 11th Minutes and 2019 Annual Meeting Minutes for Approval and Water Project Grant Funds, NS seconded. Unanimous approval.
- C. Meeting Minutes March 11th, 2019, 2019 Annual Village Meeting Minutes, and Meeting Minutes March 25th, 2019
 - a. JBC motioned to approve the March 11th, 2019, 2019 Annual Village Meeting Minutes (March 12th, 2019), and March 25th, 2019 Meeting Minutes, with the following amendment, NS seconded. Unanimous approval:
 - i. Add names of ANR staff and Utility Partners staff that attended the March 25th meeting
 - ii. Add Trustee approval of \$10,000 for Economic Appraisal of Hydroplant (JBC motioned/CS seconded. Unanimous approval).
- D. Privilege of the Floor
 - a. None
- E. Old Business
 - a. Water Project Grant Funds
 - i. NS discussed that there were additional USDA funds that needed to be obligated and provided a recommendation.
 - ii. JBC motioned to authorize Nate Sicard and/or Andy Sicard to engage and contract with Alliance up to \$4,700 to finalize the abandonment of West Street Waterline contingent on USDA approval and funding, NS seconded. Unanimous approval.
- F. New Business
 - a. Sewer Abatement Request-Broken Exterior Faucet
 - i. Paul Sicard requested consideration of a sewer abatement related to broken exterior faucet.
 - ii. Paul presented normal usage records for Glover Road properties and the month where sewer abatement is requested.
 - iii. Trustees shared that sewer abatement related to a broken pipe/external faucets were allowable under abatement policy as the water was not being processed by the sewer treatment plan.
 - iv. JBC motioned to abate \$175 in sewer usage related to the broken faucet, NS seconded. Unanimous approval.
 - b. Annual Financial Plan – Town Highways (TA-60) Certification

- i. JBC motioned to approve the 2019 Annual Financial Plan Town Highway (TA-60) Form and to authorize Nate Sicard to execute on behalf of the Trustees, NS seconded. Unanimous approval.
 - c. Paving Grant Application Discussion / Paving Capital Plan
 - i. NS shared discussions that have occurred with BVI and VTrans related to paving grants.
 - ii. NS indicated that BVI would be most successful in applying during the Summer of 2021 where the grants would provide 80% funding and the municipality would provide 20% match.
 - iii. NS will be working with Andy to develop a Capital Paving Plan.
 - d. UST Tank Removal / Clean Up (Main Lift Station / Wastewater Treatment Facility)
 - i. JBC motioned to engage Wheeler Environmental Services to explore petroleum clean up with environmental consultant to be compliant with ANR requests & to decommission current oil tanks at Municipal Lane Treatment Plant, NS seconded. Unanimous approval.
 - e. Lunchbox request to use parking lot adjacent to Library for 2019
 - i. JBC motioned to approve Lunchbox request contingent on receipt of adequate insurance rider, NS seconded. Unanimous approval.
- G. Other
 - a. Approval of Bills, Warrants, and previous Warrants signed.
 - i. JBC motioned to approve bills, warrants, and previous warrants signed, NS seconded. Unanimous approval.
 - b. Trustee Mail
 - i. None
 - c. Office / Facilities
 - i. Water / Sewer Account Collection Policy
 - 1. Reviewed policy and provided recommended changes based on timelines
 - ii. Electric Department
 - 1. Evan provided an update on VEC agreement for emergency staffing
- H. Executive Session:
 - a. Personnel
 - i. JBC motioned to enter Executive Session at 8:15 p.m. with Evan Riordan to discuss personnel issues, NS seconded. Unanimous approval.
 - ii. JBC motioned to exit Executive Session at 8:40 p.m., NS seconded. Unanimous approval.
 - iii. No action taken.
- I. Adjourn: JBC motioned to adjourn at 8:45 p.m., NS seconded. Unanimous approval.

Date of Next Meetings: April 22nd , 2019

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

Attested by Shelia Martin | Village Clerk