

BARTON VILLAGE INC.  
MEETING OF THE TRUSTEES  
MINUTES  
AUGUST 10, 2020 6 PM

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

- A. Call to Order: Called to order by NS at 6:05 p.m.
- B. Changes to Agenda / Additions or Deletions
  - a. Water System Leak Locator Consultant will be added under Water / Sewer operations
- C. Meeting Minutes July 27, 2020
  - a. JBC motioned to approve the July 27<sup>th</sup>, 2020 minutes, NS seconded. Unanimous approval
- D. Privilege of the Floor
  - a. Pam Kennedy & Lindy Sargent – Reported Out on Barton Community Garden
    - i. The Community Garden is providing over 500 lbs of food to local organizations including school meal sites, senior meal sites, Head Start, and offering free produce on the Barton Library picnic table.
    - ii. Pam & Lindy wanted to check in and ensure that the direction of the community garden was in alignment with the Trustees
    - iii. Trustees expressed being very supportive of the community garden – even though they couldn’t necessarily take an active role
    - iv. Pam & Lindy asked about hosting events at the community garden
      - 1. Only recommendation was to check in with Emily in the office to make sure there were no conflicts
    - v. Garden Structures—Pam & Lindy asked for further guidance
      - 1. Recommendation was to proactively work with the zoning administrator to ensure compliance with Zoning By Laws.
- E. Old Business
  - a. None
- F. New Business
  - a. None
- 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 / Operations
    - i. Electric Department
      - 1. PUC Order related to Interconnection Agreements Execution Deadlines

- a. PUC is requiring each electric utility to either extend interconnection agreement execution deadlines or not
    - b. JBC and Kate discussed they did not believe there were any pending interconnection agreements needing execution
    - c. JBC motioned to extend any interconnection agreement execution deadlines that fall on or after March 25, 2020, through December 31, 2020, by one year, NS seconded. Unanimous approval.
  - 2. Public Service Department & COVID Relief for Utility Customers
    - a. JBC just reported out that the Public Service Dept will launch its COVID relief program on August 14<sup>th</sup> to help utility customers who are in arrears due to COVID. VPPSA is preparing a bill stuffer for BVI.
- ii. Water / Sewer
  - 1. NS shared an update on the water system leak. Andy recommends using the services of a professional leak locator consultant. NS said that this should be completed as soon as possible that the size of the leak makes an emergency situation.
  - 2. JBC motioned to authorize Andy Sicard to engage Vital Leak Detection up to \$2,500 for leak locating services, NS seconded.
- iii. Highway
  - 1. Budget Changes – tabled
- iv. Other
  - 1. Media Tools
    - a. Kate reported out on Front Porch Forum Training
    - b. Kate set up a Front Porch Forum account for Barton Village
    - c. Discussion that Trustees supported using the Front Porch Forum as a communication tool as long as the BVI Website was maintained—any message that goes out on Front Porch Forum should also be posted on the Village website.
    - d. General discussion of account passwords and need for back up access
    - e. JBC reported out on the progress for VT ALERT. Next step is staff training.
  - 2. Vacations
    - a. Discussion of process for reviewing and approving vacations, particularly for staff traveling outside of Vermont
  - 3. Operations During COVID-19
    - a. Discussion of whether Village Offices should reopen at this time and what would be needed
      - i. Trustees were supportive of reopening office given the COVID-19 prevalence in Vermont

- ii. Discussed the need for a plastic/plexiglass barrier for the front counter
- iii. Kate would like to check in with office staff
- iv. No action taken

H. Executive Session:

- a. JBC motioned to enter executive session with Kate Kran to discuss contract items that the premature disclosure of would put the Village at significant disadvantage at 7:10 p.m., NS seconded. Unanimous
  - b. NS motioned to exit executive session at 7:31 p.m., JBC seconded. Unanimous approval.
  - c. Trustees took no action
- I. Adjourn: JBC motioned to adjourn at 7:32 p.m., NS seconded. Unanimous approval.

Date of Next Meetings: August 24, 2020

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

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Attested by Shelia Martin | Village Clerk