

BARTON VILLAGE INC.
MEETING OF THE TRUSTEES
DRAFT MINUTES
SEPTEMBER 14, 2020 6 PM

PRESENT: Nate Sicard, Cathy Swain (via zoom), Tin (Justin) Barton-Caplin (via zoom), Kate Kran (via zoom), Dolores Chamberlain (via zoom).

- 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 August 24, 2020
 - a. JBC motioned to approve the August 24th, 2020 minutes, CS seconded. Unanimous approval
- D. Privilege of the Floor
 - a. Dolores Chamberlain
 - i. Dolores described bon fires and/or burning on Park Street that may be in violation of the Village's Burn Ordinance and/or State Law due to her belief that plastic and treated wood were being burned
 - ii. Dolores requested information on enforcement
 - iii. Trustees shared that per the ordinance, the Sheriff and Town Health Officer would be the best options for enforcement
 - iv. Trustees shared the ordinance with Dolores via email and requested Kate to follow up with Emily / Andy to see if any other action has been taken since the original complaint came in
- E. Old Business
 - a. None
- F. New Business
 - a. Setting Tax Rates
 - i. JBC motioned to approve the tax amounts and rates as submitted by Shelia Martin, Tax Collector and to execute the notices for Shelia Martin, NS seconded. Unanimous approval.
 - 1. Tax Amounts & Rates:
 - a. Highway - \$331,500 & 0.7831
 - b. Village - \$66,200 & 0.1564
 - c. Water Capital Dept - \$62,500 & 0.1064
 - d. Wastewater Capital Dept - \$53,900 & 0.1188
 - e. TOTAL Tax Rate (for properties receiving all four): \$1.1647
- 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 / Cashflow
 - i. Discussion of tight cashflow prior to receiving taxes for water & highway
 - ii. Discussion that Tax Anticipation Note was probably not warranted at this time
 - iii. Discussion of water budget compared to cashflow and need for closer review
- c. Trustee Mail
 - i. Fay Valley
 - 1. Discussion of Fay Valley's letter related to ongoing water quality issues at her location
 - 2. Trustees reviewed all the steps taken to date and further action would require significant upgrades at the treatment plant
 - 3. Discussion if the system near her location could be the cause
 - 4. Fay's letter was also forwarded to Jefferson Tolman for review
 - ii. Follow up on Previous Communication
 - 1. NS shared that he had provided information to the relevant parties requesting reimbursement for wastewater charges.
- d. Office / Facilities / Operations
 - i. Electric Department
 - 1. VELCO – Irasburg Substation Work Authorization
 - a. NS presented the information from VELCO on the proposed work for the Irasburg substation. The costs of the project would be allocated to multiple utilities-including BVI.
 - b. Total costs of the project for Barton Village would be around \$64,320 (does not include any contingencies)
 - c. JBC motioned to approve the Agreement for Services between VELCO and Barton Village for a total of \$64,320 and to authorize Kate Kran to execute the agreement, CS seconded. Unanimous approval.
 - 2. Disconnect Moratorium
 - a. JBC just provided an update that DPS is looking for any additional comments on the Disconnect Moratorium
 - b. No additional comments from those previously provided
 - ii. Water / Sewer
 - 1. NS reported out that Jefferson Tolman indicated that the two leaks previously identified by the Consultant did not fix the significant additional water usage being detected at the treatment plant and that operational costs are still well above normal. Discussed need for the Consultant to return.
 - iii. Highway
 - 1. NS reported that Andy has made significant head way in getting the paving for West Street completed. Currently just need to get the contractor in to finish the paving.
 - iv. Other

1. Media Tools / COVID Operations
 - a. Update on VT ALERT
 - i. Staff are all trained
 - ii. Survey to collect updated information is on the Barton Village Website
 - iii. A mailer will go out with the next bills with options for updating contact info
 - iv. Kate is working with BVI staff to update the electric/water/sewer applications so we can capture the needed information right when services are initiated.
 - v. Discussion of a need to send a test message in October
2. Discussion of Vacation Time during COVID
 - a. Brief discussion of employee requests related to vacations during COVID. Conversation moved to executive session so Trustees could discuss individual employee requests.

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 and personnel items at 7:24 p.m., CS seconded. Unanimous approval
 - b. Kate Kran left executive session at 8:29 p.m.
 - c. CS motioned to exit executive session at 8:47 p.m., JBC seconded. Unanimous approval.
 - d. Trustees took no action, Kate will follow up with employees regarding specific requests.
- I. Adjourn: CS motioned to adjourn at 8:56 p.m., JBC seconded. Unanimous approval.

Date of Next Meetings: September 28th, 2020

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

Attested by Shelia Martin | Village Clerk