

BARTON VILLAGE INC.
MEETING OF THE TRUSTEES
MINUTES
November 9, 2020 6 PM

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

- A. Call to Order: Called to order by NS at 6:05 p.m.
- B. Changes to Agenda / Additions or Deletions
 - a. None
- C. Meeting Minutes October 13, 2020 and October 26, 2020
 - a. JBC motioned to approve October 13, 2020 and October 26, 2020 minutes, JBC seconded. Unanimous approval
- D. Privilege of the Floor
 - a. Chris Skowron – Lives on Main / School Street corner (307 Main Street)
 - i. When it rains, there’s a large amount of gravel being washed down from Main Street onto School Street and collects on Chris’s property.
 - ii. Chris can’t shovel it anymore
 - 1. Trustees will refer this to DPW Foreman
 - iii. When School Street gets plowed, the snow gets plowed up right against Chris’s building so that the snow covers the windows
 - 1. Is it possible to plow the snow in such a way to have it not be up against the building? Perhaps in a driveway that’s below the building?
 - 2. Trustees can talk to the DPW Foreman to see if there’s possible solution
 - a. Always a balance of appropriate snow plowing and trying to keep the snow in the right of way
- 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 warrants, JBC seconded. Unanimous approval.
 - b. Budget & Cash flow
 - i. Cash Flow was going to go negative in the Highway Department
 - ii. Kate had Shelia transfer over \$12,000 to avoid a Tax Anticipation Note
 - iii. Other departments look in good shape
 - c. Trustee Mail
 - i. None
 - d. Office / Facilities / Operations
 - i. Electric Department

1. Transco Subscription Agreement
 - a. CS motions to authorize Kate Kran to sign the Transco Agreement, JBC seconded. Unanimous Approval.
- ii. Water / Sewer
 1. 43 Willoughby Ave Assessment Fee
 - a. Andy was able to dye test the property -No dye came into system
 - b. NS recommends refunding this year and last year's sewer assessment fee
 - c. JBC motions to refund this year's and last year's sewer assessment fee, CS seconded. Unanimous approval.
 2. Operator / Manager Job Posting / Targeted Site Advertising
 - a. NS provided an update on the job posting
 - i. A large number of applicants, but no one qualified to perform the job.
 - ii. NS and KK recommend targeted advertising thru the New England Water Works Association
 - iii. Approximately \$300 per posting for the advertising package.
 - iv. NS motioned to advertise the position with New England Water Works Association with each position costing approximately \$300 per posting, JBC seconded. Unanimous approval.
 - v. Discussion of VLCT job postings as well.
- iii. Highway
 1. Town & Village Interlocal Agreement
 - a. NS meet with Town Selectboard last week about the plowing agreements, provided update:
 - i. NS shared that the Village can reallocated \$80,000-\$100,000 to capital improvement projects.
 - ii. Selectboard indicated they would like to see a 3% increase from last year
 - iii. Town and Village Foremen met and discussed the use of a wing on the plow
- iv. Memorial Building
 1. Operations During Covid
 - a. Discussion of holidays & gatherings & travel & communications to staff
 - b. Reinforce messages about social distancing & one customer in the office at a time, masks required for the public.
 2. Cleaning Services

- a. Mindy gave two weeks notice and will be ending custodial services next week
 - b. Kate drafted a new bid for cleaning services
 - c. NS and JBC brainstormed possible contractors to share the bid including
 - 3. Printer Lease Agreement
 - a. Kate added a repair / maintenance cost allocations based on the lease allocations
 - b. CS motioned to approve the lease agreement, JBC seconded. Unanimous approval.
- H. Executive Session:
 - a. CS motioned to go into Executive Session with Kate Kran to discuss personnel issues and contracts where the premature disclosure would significant disadvantage at 7:03 p.m., JBC seconded. Unanimous Approval.
 - b. CS motioned to come out of Executive Session at 7:48 p.m., JBC seconded. Unanimous approval.
- I. Adjourn: CS motioned to adjourn at 7:48 p.m., JBC seconded. Unanimous approval.

Date of Next Meetings: November 23, 2020

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

Attested by Shelia Martin | Village Clerk