

BARTON VILLAGE INC.  
MEETING OF THE TRUSTEES  
MINUTES  
February 8, 2021 6 PM

PRESENT: Nate Sicard, Tin Barton-Caplin (via zoom), Kate Kran (via zoom), Jacqueline Laurion (via zoom), Ken Nolan (VPPSA), Adrien Helm (Greater Barton Arts).

Call to Order: Called to order by NS at 6:02 p.m.

- A. Changes to Agenda / Additions or Deletions
  - a. None
- B. Meeting Minutes January 25, 2021
  - a. JBC motioned to approve January 25, 2021, JL seconded. Unanimous approval
- C. Privilege of the Floor
  - a. None
- D. Old Business
  - a. None
- E. New Business
  - a. Operations Contract with VPSSA
    - i. Ken provided an overview of how the VPSSA support contract would work
    - ii. Discussion of the need to watch cash flow and monitoring the budget more closely due to increased compensation costs
    - iii. Discussion of some BVI policies that require compliance with contractors/vendors (e.g. sexual harassment policy, equal opportunity employer and other non-discrimination policies). Ken indicated that this would be acceptable given that VPSSA has very similar policies
    - iv. Discussion of need to set expectations and boundaries of the supports the Controller provides to BVI staff and how best to enact ongoing communications with Trustees. Controller position will definitely be identifying opportunities for streamlining and efficiencies.
    - v. Ken highlighted one aspect of the agreement was to oversee the VEC invoicing and payments process
    - vi. Ken discussed the hydro review portion of the proposed agreement. Clarification that this review would be included in BVI's membership dues (and not part of this contract).
  - b. Finalize Annual Meeting Warning
    - i. Discussion of property tax exemption with Greater Barton Arts (GBA) for 10 years
      - 1. JBC indicated that there was already a process outlined by statute with a form that is submitted to the Town lister for consideration of property tax-exemption by charitable organization and would prefer that GBA at least use that process prior to adding an article to the Annual Meeting.

- 2. NS indicated he wasn't supportive of providing tax-exemption to GBA given the prior history with the Senior Center funds
      - 3. No action taken
    - ii. JBC motioned to finalize Annual Meeting Warning, JL seconded. Unanimous approval.
  - c. State Law Enforcement Coverage
    - i. NS provided a brief update to the law enforcement contract negotiations the Town was engaged in.
    - ii. JBC just mentioned the recent armed robbery at TD Bank just highlights the need for law enforcement presence in the villages.
- F. Grant Application – Small Scale Bike and Pedestrian Grant & Preservation Trust Grant
  - a. JBC motioned to approve the grant application to VT Trans, JL 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, JL seconded. Unanimous approval.
  - b. Online Payments Update
    - i. Online payments usually processed through a Village Credit Card
      - 1. With Kate's transition a new card will be issued with just Barton Village named
      - 2. Discussion of the need to have controls for the new card
        - a. VPSSA can be the holder/controller of the card
  - c. Trustee Mail
    - i. None
  - d. Office / Facilities / Operations
    - i. Discussion of finalizing the Annual report pieces.
- H. Executive Session:
  - a. JBC motioned to enter executive session at 7:35 p.m. with Kate Kran to discuss contract issues where the premature disclosure would put the Village at a significant disadvantage & personnel items, JL seconded. Unanimous approval.
  - b. JBC motioned to exit executive session at 7:54 p.m., JL seconded. Unanimous approval.
  - c. JBC motioned to approve agreement with VPPSA for Management Services
- I. Adjourn: JBC motioned to adjourn at 7:55 p.m., JL seconded. Unanimous approval.

Date of Next Meetings: February 22, 2021

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

---

Attested by Shelia Martin | Village Clerk