

BARTON VILLAGE INC.
MEETING OF THE TRUSTEES
DRAFT MINUTES
November 14, 2022 6 PM

PRESENT: Nate Sicard, Tin Barton-Caplin, Jackie Laurion, Roger Bernier, Greg Swart, Jocelyn Racette, Patty Richards (via zoom), Chris Recchia (via zoom)

NS called the meeting to order at 6:02 p.m.

A. Changes to Agenda / Additions or Deletions

- a. None

B. Meeting Meetings – October 24, 2022

- a. JBC motioned to approve the October 24, 2022 Meeting minutes, JL seconded.
Unanimously approved.

C. Privilege of the Floor

- a. None

D. Old Business

- a. None

E. New Business

- a. None

F. 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. Trustee Mail

- i. None

- c. Office / Facilities / Operations

- i. ARPA Fund Allocations & Approvals

- 1. Reviewed the table submitted by Crystal. Will fine tune at next meeting so 2021 and 2022 ARPA allocations are finalized.

- ii. Highway (6:15 p.m.)

- 1. General Updates

- a. Pike has finished paving. Some issues with the catch basins and water flow.

- 2. Letter to VTrans Requesting Return of Class 1 Highways

- a. JBC motioned to approve and execute the letter to VTrans Requesting Return of Class 1 Highways, JL seconded.
Unanimous approval.

- 3. Building Encroachment, 332 Lake Street – in ROW

- a. Discussed that the shed is in the ROW of RT 5 and that the shed needs to be moved or taken down – even if a temporary structure

- b. Roger Bernier stated that he had a zoning permit with an approved variance. Trustees shared that being in the ROW the shed required a permit or authorization from the Trustees.
 - c. Trustees stated they would allow a delay of the removal of the shed by the end of summer
 - 4. Consider purchasing used body for International Truck
 - a. No information provided by DPW so no action taken
- iii. Water / Sewer (6:30 p.m.)
 - 1. AES Northeast – Wastewater Planning
 - a. Greg and Jocelyn of AES provided an overview of the sludge removal project to date and a proposal for moving forward.
 - 2. Water
 - a. Consider Purchasing Metering and Level Control Equipment
 - i. JBC motioned to use ARPA funding to purchase meter and level control equipment and ancillary costs up to \$12,000, JL seconded. Unanimous approval.
 - b. Dispose of Outdated Metering Inventory
 - i. JBC motioned to authorize DPW staff to dispose outdated metering inventory and authorize Crystal to write off any appropriate expenses from the water account, JL seconded. Unanimously approval.
 - c. Meter Reading Policy
 - i. Discussion of a possibly moving to quarterly meter readings but maintaining monthly billing. This would reduce staff time and should have minimal impact on water customers’ bills. Trustees will work on an updated policy
 - ii. Trustees need to review the water / wastewater ordinances to see if there are any sections that would supersede policy.
- iv. Electric Department (7 PM)
 - 1. Updates
 - a. Patty will send a memo on the update on the wind power contract
 - b. Patty is working with VPPSA and meeting with regulators for the IRP to get preliminary input. Patty will ask for an extension to submit in February 2023.
 - c. Patty is working with Steve Farnham to submit a rate increase mid-December 2022.
 - d. Trustees discussed the importance of working with VPPSA to divest Barton’s interest in the Project 10.
 - e. Patty will start working on an RFP with the bucket truck.

2. Hydro Updates
 - a. NS shared that the hydro plant roof is now water tight. However, the roof is incomplete as of this past weekend.
 - b. Denis shared with NS that DuBois & King provided a recommendation on the penstocks.
- v. Other / Memorial Building/Parks
 1. Contracts / Use Policy Updates
 - a. Discussion that the Trustees would like to move forward with a 60%-66% of fair market value for commercial leases. Trustees will work with a lawyer / realtor to get an updated lease agreement(s).
 2. Memorial Building Weatherization
 - a. NS suggested working with Coes Architectural and develop a design for a new entrance in the garage area and insulate one of the garage doors for now and start working rehabbing the space. Trustees are supportive of this.
 3. Memorial Building Operations Plan
 - a. NS shared some ideas about one of the DPW positions taking the lead on the facilities management of the Memorial Building. Trustees very supportive of this model.

G. Executive Session:

- a. None

H. Adjourn: JBC motioned to adjourn at 9:46 pm., JL seconded. Unanimous approval.

Date of Next Meetings: November 28, 2022.

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

Attested by Shelia Martin | Village Clerk