

Barton Village, Inc.
Regular Trustees Meeting

Monday, January 8, 2024

6:00pm

Barton Village Memorial Hall

Agenda

- A. Call to Order
- B. Changes to the Agenda/Additions or Deletions
- C. Privilege of the Floor

ACTION ITEMS:

- D. Minutes from Regular Board of Trustees Meeting December 18, 2023
- E. Minutes from Special Board of Trustees Meeting January 2, 2024
- F. Bills and Warrants
- G. Property Liens

DISCUSSION ITEMS:

- H. Budget Drafts for CY 2024
- I. Wastewater Operations Update
- J. Salt/Sand Shed Update
- K. Truck Update | Flood Update
- L. Management/Staff Report

OTHER ITEMS:

- M. Other Business

EXECUTIVE SESSION ITEMS:

- N. Executive Session - Legal Action: 1 V.S.A. § 313 (a)(1)(E)
- O. Executive Session - Personnel: 1 V.S.A. § 313 (a)(3)

- P. Adjourn

Upcoming Meetings:

Regular Board Meeting: January 22, 2024

Regular Board Meeting: February 12, 2024

Barton Village, Inc.
Regular Trustees Meeting

Monday, December 18, 2023

6:00pm

Barton Village Memorial Hall

Attendance: Gina Lyon (Chair), Marilyn Prue (trustee), Vera LaPorte (Village Business Manager),
Jacqueline Laurion (Clerk) & Dave Billado

Agenda

- A. **Call to Order:** Gina Lyon called the meeting to order at 6:03pm
- B. **Changes to the Agenda/Additions or Deletions** – Add discussion of today’s flooding 12/18/2023 added under discussion.
- C. **Privilege of the Floor** - None

ACTION ITEMS:

- D. **Minutes from Regular Board of Trustees Meeting December 11, 2023** – Gina Lyon made a motion to approve the minutes of the 12/11/2023 Trustees Meeting as presented. Marilyn Prue seconded the motion. All approved.
- E. **Bills and Warrants** – Gina Lyon made a motion to approve Bills and Warrants as received. Marilyn approved. All approved.
- F. **Bad Debt Write-Offs** – Several electric/water/sewer accounts have been deemed uncollectible due to account holders being deceased/no-contact, or the property being sold before collection attempts were made. This bad debt is typically “written off” at the end of the year.

The Board and Village Business Manager reviewed each account and if the outstanding debt can be transferred over to the landlord (property owner) then that will take place.

Gina Lyon made a motion to approve the bad debt write-offs with additional adjustments made with sending bills to the property owner. Marilyn Prue seconded. All approved.

- G. **Warrant to the Delinquent Tax Collector for Water/Sewer Accounts:** Thirty-eight (38) water/sewer accounts are delinquent by over six (6) months and will be turned over to the Tax Collector for collection. The total delinquency is \$30,682.83.

Service Location	Amount
476 Main St., Barton	\$1,165.32
476 Main St., Barton	\$1,165.32
46 Porter St., Barton	\$1,707.32
19 Harrison Ave., Barton	\$1,165.32
476 Main St., Barton	\$1,653.54
414 High St., Barton	\$512.62
100 Glover Rd., Barton	\$563.11
493 Main St., Barton	\$214.20
6 Park St., Barton	\$515.58
33 Park St., Barton	\$629.84
195 Glover Rd., Barton	\$1,006.53
281 Park St., Barton	\$598.77
236 Lake St., Barton	\$490.60
43 Lakefront Ln., Barton	\$490.60
35 Highland Ave., Barton	\$1,073.39
283 Elm St., Barton	\$508.84
111 Prospect St., Barton	\$313.57
100 Cherry Tree Ln., Barton	\$515.34
298 Main St., Barton	\$958.80
25 Duck Pond Rd., Barton	\$614.89
380 Park St., Barton	\$1,084.22
268 Elm St., Barton	\$868.26
141 Park St., Barton	\$496.53
100 Roaring Brook Rd., Barton	\$770.88
173 West St., Barton	\$1,557.86
89 Main St., Barton	\$1,981.86
155 High St., Barton	\$882.96
165 Water St., Barton	\$499.69
112 Lincoln Ave., Barton	\$495.66
348 Main St., Barton	\$668.36
381 Main St., Barton	\$1,596.55
332 Elm St., Barton	\$688.52
267 Main St., Barton	\$302.18
253 High St., Barton	\$499.39
367 Lake St., Barton	\$640.87
194 West St., Barton	\$761.50
49 A Davis Ct., Barton	\$1,024.04
	\$30,682.83

A motion was made by Gina Lyon to approve the warrants and delinquent tax collections for water/sewer. Marilyn Prue seconded the motion, all approved.

DISCUSSION ITEMS:

- H. **Wastewater Operations Update | Salt/Sand Shed Update | Truck Update | Flood Update:**
Wastewater lagoons have both overflowed due to the rains. The State has been notified per law. Over a million gallons of water have come in since Midnight on 12/17/2023 into 12/18/2023.

Salt/Sand Shed Update: None

Truck Update: None

Flood Update: No Village roads are closed as of 6pm. A few residents have water coming in and have been able to pump the water back out. A logging truck was brought in to remove debris from the Barton River under the bridge on Elm Street.

NEKO will be canvassing the Village of Barton residents on 12/19/2023 to check in on folks and help with food, gift cards, supplies, generators, head lamps.

A greater discussion needs to take place with the Barton Village Leadership and the Barton Town Leadership to come together regarding the Barton River in terms of debris removal, securing river edges. This problem is not going to go away in terms of heavy rainfall, and flooding taking place more regularly.

I. Management/Staff Report None

OTHER ITEMS:

J. Other Business - None

EXECUTIVE SESSION ITEMS:

Gina Lyon made a motion to enter executive session at 6:48pm for the purpose of discussing potential litigation as allowed under 1 V.S.A. § 313 (a)(1)(E) and to further discuss personnel as allowed under 1 V.S.A. § 313 (a)(3). Marilyn Prue seconded. All approved.

K. Executive Session - Legal Action: 1 V.S.A. § 313 (a)(1)(E) – No action taken.

L. Executive Session - Personnel: 1 V.S.A. § 313 (a)(3) – Gina Lyon made a motion to extend an offer of employment to Nate Therrien for the Chief Wastewater Operator position. Marilyn Prue seconded, and all approved.

M. Adjourn – 7:30PM

Upcoming Meetings:

Regular Board Meeting: January 8, 2024

Regular Board Meeting: January 22, 2024

Regina Lyon, Board of Trustees Chair

Barton Village, Inc.
Special Trustees Meeting

Tuesday, January 2, 2024

5:00pm

Barton Village Memorial Hall

Attendance: Gina Lyon (Chair), Marilyn Prue (Trustee), Ellis Merchant (Trustee), Vera LaPorte (Business Manager), Crystal Carrier (VPPSA)

Agenda

A. **Call to Order** – Gina Lyon called the meeting to order at 5:03pm.

DISCUSSION ITEM:

B. **2024 Budgets and Annual Report** – The Board reviewed and discussed CY 2024 department budgets as well as composition of the annual report.

C. **Other Business** – None.

D. **Adjourn** – Gina Lyon made a motion to adjourn. Ellis Merchant seconded. All approved. Meeting adjourned at 7:36pm.

Upcoming Meetings:

Regular Board Meeting: January 8, 2024

Regular Board Meeting: January 22, 2024

Regular Board Meeting: February 12, 2024

Regina Lyon, Board of Trustees Chair

Barton Village, Inc.
PO Box 519
Barton, Vermont 05822
(802) 525-4747

Memorandum

To: Barton Village Board of Trustees
From: Vera LaPorte
Date: January 8, 2024
Subject: Property Liens
Agenda: Agenda Item "G"

195 Glover Road in Barton is for sale and delinquent balances for water (\$604.56), sewer (\$768.11), and electric (\$569.71) for a total of \$1,942.38 have been turned over to the Tax Collector but remain uncollected.

3535 Pepin Road in Brownington is scheduled for auction due to foreclosure on February 2, 2024. There is an outstanding electric balance of \$485.87.

It would be prudent to file liens on these properties to protect the Village's interests.

Proposed Motion: Motion to lien 195 Glover Road in Barton, VT and 3535 Pepin Road in Brownington, VT.

BARTON VILLAGE, INC.
LIEN FOR MUNICIPAL ELECTRIC/WATER/SEWER SERVICES

KNOW ALL PERSONS that Barton Village, Inc., owner and operator of duly organized Municipal Electric/Water/Sewer Departments, acting by and through a majority of its Trustees, by the filing of this document, imposes a lien, in the amount of \$1,942.38, upon premises, in Barton, Vermont described as and owned by:

Brandon and Catherine Belanger – 195 Glover Road, Barton, VT

This lien imposed for the following services rendered to the above described property

Amount due for Electric/Water/Sewer services

PURSUANT TO Section of the Charter of the Village of Barton, as amended by Municipal Act No., Laws of Vermont 1939, and such lien:

“...shall be a lien in the nature of a tax upon any real estate so supplied with the same, wherever located,... and may be collected in the same manner as any tax assessed by said Village.”

FURTHER, PURSANT TO 32 V>S>A. #5061, such lien, as a lien in the nature of a municipal tax,

“...shall be a first lien thereon, underlying all mortgages, attachments, liens, or other encumbrances thereon...”

Dated on January 8th, 2024 at Barton, Vermont.

BARTON VILLAGE TRUSTEES:

Regina Lyon

Marilyn Prue

Ellis Merchant

**BARTON VILLAGE, INC.
LIEN FOR MUNICIPAL ELECTRIC SERVICES**

KNOW ALL PERSONS that Barton Village, Inc., owner and operator of a duly organized Municipal Electric Department, acting by and through a majority of its Trustees, by the filing of this document, imposes a lien, in the amount of \$485.87, upon premises, in Brownington, Vermont described as and owned by:

Debra Chamberland – 3535 Pepin Road, Brownington, VT

This lien imposed for the following services rendered to the above described property

Amount due for Electric services

PURSUANT TO Section of the Charter of the Village of Barton, as amended by Municipal Act No., Laws of Vermont 1939, and such lien:

“...shall be a lien in the nature of a tax upon any real estate so supplied with the same, wherever located,... and may be collected in the same manner as any tax assessed by said Village.”

FURTHER, PURSANT TO 32 V>S>A. #5061, such lien, as a lien in the nature of a municipal tax,

“...shall be a first lien thereon, underlying all mortgages, attachments, liens, or other encumbrances thereon...”

Dated on January 8th, 2024 at Barton, Vermont.

BARTON VILLAGE TRUSTEES:

Regina Lyon

Marilyn Prue

Ellis Merchant

Barton Village, Inc.
PO Box 519
Barton, Vermont 05822
(802) 525-4747

Memorandum

To: Barton Village Board of Trustees
From: Vera LaPorte
Date: January 8, 2024
Subject: Wastewater Operations Update
Agenda: Agenda Item "I"

Nate Therrien, the new Chief Wastewater Operator started on January 2, 2024.
Welcome, Nate!

The 60% progress meeting for the Aldritch & Elliott engineering project with Mike Mainer (Aldritch & Elliott), John Merrifield (VT), and Lynette Claudon (VT) is scheduled for February 13, 2024.

Proposed Motion: None.

Barton Village, Inc.
PO Box 519
Barton, Vermont 05822
(802) 525-4747

Memorandum

To: Barton Village Board of Trustees
From: Vera LaPorte
Date: January 8, 2024
Subject: Salt/Sand Shed Update Agenda
Agenda: Item "J"

The USDA funding application has been accepted and is under review.

Proposed Motion: None.

Barton Village, Inc.
PO Box 519
Barton, Vermont 05822
(802) 525-4747

Memorandum

To: Barton Village Board of Trustees
From: Vera LaPorte
Date: January 8, 2024
Subject: Truck Update | Flood Update
Agenda: Agenda Item "K"

No update.

Proposed Motion: None.

Barton Village, Inc.
PO Box 519
Barton, Vermont 05822
(802) 525-4747

Memorandum

To: Barton Village Board of Trustees
From: Vera LaPorte
Date: January 8, 2024
Subject: Management/Staff Reports; Upcoming Items
Agenda: **Item "L"**

Personnel:

- Nate Therrien has been hired for the Chief Wastewater Operator position and started on 01/02/2024

Office Equipment/Computers:

- *Mailing Machine/Postage* – The lease on the mailing/postage machine expired in 2020. Since that time, the village has paid the lease on a month-to-month basis. The current machine will soon become noncompliant in June with US postal requirements. I will be bringing options for replacing this machine to the Board in the near future
- The new WWTF computer has been successfully installed

Village

- Sidewalks
- LEMP – Local Emergency Management Plan has been completed, approved by the Board and filed with NVDA.
- LHMP – Local Hazard Mitigation Plan currently being updated with the Town taking the lead

Highway Department

Current Projects:

- Pageant Park Road Ditching/Culvert Issue – Complete, using Municipal Grant in Aid Funding (deadline extended to 09/30/2024 due to flood)
- Eastern Ave/Route 16 Ditching – Complete, Vera reached out to VT State on 01/02/2024 to ask if it can be included in the Municipal Grant in Aid Funding, reply pending
- Flooding of Duck Pond Road, Vigario Lane, Pleasant Lane – Complete, but Duck Pond Road washed out again during 12/18/2023 rain/snowmelt. Permanent solution will be sought in the spring
- Andy to obtain paving estimate for West Street North

- Salt/Sand Shed Project
 - Project Engineer, Tyler Billingsley East Engineering working with Crystal and USDA
 - Construction/Funding Options
 - Vera LaPorte made authorized representative for USDA application at BOT meeting 11/13/2023
 - Application submitted and accepted 11/27/2023, now pending review

Wastewater Department

Pending Projects:

- Wastewater Infrastructure Improvements
 - Aldrich & Elliot – Agreement Approved June 12. First progress meeting with Michael Mainer/VT State on 10/30/2023. 30% progress meeting went well, 60% progress meeting is 02/13/2024
 - VT Dept of Environmental Conservation State Revolving Loan Programs funding application completed and approved June 12, loan documents received 10/04/2023 and approved by BOT on 10/16/2023. First payment application submitted 11/02/2023 and accepted 11/03/2023
 - DRAFT sewer ordinance and surcharge procedure complete and currently under BOT review, will readdress in future meetings
- VT Department of Environmental Conservation Inspection Report Response
 - Initial response provided by Tim
 - NOAV letter received 10/02/2023. NOAV response is complete and VT State is happy for now
- Insurance/FEMA recovery for flood damage – DI submitted and FEMA PDMG working on payment for completed projects, deadline is 01/14/2024
- Glover Agreement – Mike Mainer from Aldrich & Elliott to research in tandem with the Village’s rates, will perform a holistic rate study of Barton Village and Glover rates
- Review Current Wastewater User Fees – See above
- Notice of Alleged Violation letter from ANR received 10/02/2023 – Most directives already addressed and remaining to be encompassed in WTF upgrade project. NOAV response complete

Water Department

- May Pond Land Research
- Lucas working with Crystal on State of Vermont Revolving Loan Application for capital projects
- Review Current Water User Fees

Hydro Plant

Pending Projects:

- Removal of Fuel Tank
- Penstock – Major upgrade will require financing (village vote and PUC approval)

Electric:

Rate Case

- Rate approved at 10.82% on 11/16/2023

IRP [Integrated Resource Plan]

- IRP approved by the PUC 11/16/2023, next filing due no later than 03/06/2026

High Street Site Investigation & Remediation

- Contract balance amount is \$169,445, paid to date is \$126,667.29, balance is \$42,777.71
- Sampling completed 10/29/2023 and VHB currently compiling data as it comes in

AMI – VPPSA Project – determine participation

Outages on 11/27/2023, 12/04/2023 and 12/18/2023

- Proved challenging but response and organization is getting better as it is fine-tuned, Orleans Electric and Barton Village employees did an excellent job
- Working on vegetation management plan with Dave DiSimone to reduce outages by identifying and cutting problem trees/brush, particularly along main trunk line

Misc Items:

- Website – Vera working on it when she can