

**Barton Village, Inc.**  
**Regular Trustees Meeting**

Monday, July 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 June 24, 2024
- E. Minutes from Special Board of Trustees Meeting June 26, 2024
- F. Bills and Warrants
- G. Wastewater Abatement Hearing
- H. Wastewater Department Financing Options
- I. Community National Bank Loan Payment

**DISCUSSION ITEMS:**

- J. ATV Ordinance
- K. NEKO Presentation
- L. Department Operations Updates
- M. Management/Staff Report

**OTHER ITEMS:**

- N. Other Business

**EXECUTIVE SESSION ITEMS:**

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

**Upcoming Meetings:**

**Regular Board Meeting: July 22, 2024**

**Regular Board Meeting: August 12, 2024**

**Barton Village, Inc.**  
**Regular Trustees Meeting**

Monday, June 24, 2024

5:00pm

Barton Village Memorial Hall

Attendance: Gina Lyon (Chair), Marilyn Prue (Trustee), Ellis Merchant (Trustee), Vera LaPorte  
(Business Manager), Jacqueline Laurion (Clerk), Dave Billado

**Agenda**

**NOTICE: Due to scheduling constraints, the Barton Village Board of Trustees is expected to immediately enter Executive Session at 5:00pm for Item M - Legal Action: 1 V.S.A. § 313 (a)(1)(E). The rest of the Regular Trustees Meeting Agenda will continue at 6:00pm.**

- A. **Call to Order** – Gina Lyon called to order at 5:00pm. Marilyn Prue seconded the motion, motion carried.
- B. **Changes to the Agenda/Additions or Deletions** – Gina Lyon made a motion to move agenda item **M – Executive Session - Legal Action: 1 V.S.A. § 313 (a)(1)(E)** to the beginning of the meeting, ahead of Action Items. Marilyn Prue seconded. All approved. The motion carried.
- C. **Privilege of the Floor** – None.
- M. **Executive Session - Legal Action: 1 V.S.A. § 313 (a)(1)(E)** – Gina Lyon made a motion to enter Executive Session for the purpose of discussing Legal Action: 1 V.S.A. § 313 (a)(1)(E). Ellis Merchant seconded. All approved and the motion carried. The Trustees came out Executive Session at 5:55pm with no action taken.

**ACTION ITEMS:**

- D. **Minutes from Regular Board of Trustees Meeting June 10, 2024** – Gina Lyon made a motion to approve the 6/10/2024 meeting minutes. Ellis Merchant seconded. The motion carried.
- E. **Bills and Warrants** – Gina Lyon made a motion to approve the Bills and Warrants. Marilyn Prue seconded. The motion carried.
- F. **Vermont Department of Taxes - Child Care Contribution** – In 2023, Act 76 (H.217) (<https://legislature.vermont.gov/bill/status/2024/H.217>), relating to childcare and early education, was enacted into State law. Act 76 of 2023 creates the Child Care Contribution (CCC) under 32 V.S.A. Chapter 246 to fund investments in Vermont’s childcare system. Beginning July 1, 2024, Vermont employers will begin making contributions composed of a 0.44% payroll tax on wages to the Vermont Department of Taxes for deposit into the Child Care Contribution Special Fund. Employees are not required to file or pay the CCC, but employers may choose to deduct and withhold up to one-quarter of the contribution from employee wages (i.e., not more than

0.11% of any employee's wages). The contribution amount works out to be \$44 per \$10,000 in wages paid if the Village were to pay the full .44%. After discussion, Gina Lyon made a motion to approve paying the full Child Care Contribution tax of .44% beginning July 1, 2024 with the option of future review pending any State of Vermont changes. Ellis Merchant seconded. Motion carried.

**G. Financial Reports for Period Ending 05/31/2024** – Full agenda with additional details can be found at <https://bartonvt.com/agenda-minutes/>

Financial reporting highlights:

Village:

- Cash on hand - \$220,916
- Due to/from other funds - (\$61,766)
- Net Profit (Loss) to date - (\$31,598)
  - Revenues - minimal to date
  - Pageant Park meeting budget
  - Expenses - 14.4% underbudget overall
  - Outside services – repairs at BMB

Highway:

- Cash on hand - (\$12,704)
- Net Profit (loss) to date - (\$142,335)
  - Revenues - minimal to date
  - Expenses - 24.8% underbudget overall

Electric:

- Cash on Hand - \$4,055
- Customer advances on hand due to NEK/Comcast Make-Ready work - [\$111k]
- LTD to total assets ratio - 46%
- Net Profit - \$454,190 (unadjusted)
- Estimate Net Profit (Loss) as Adjusted - \$186,086
- Revenues
  - Sales - slightly underbudget
  - Customer jobs - overbudget, includes Comcast/NEK (may be adjusted per 2023 audit)
  - Expenses - 11.7% underbudget overall (unadjusted); 6.2% overbudget overall (adjusted)
  - Labor for outages – overbudget

Water:

- Cash on hand - \$25,056
- LTD to total assets ratio - 22.8%
- Net Profit (loss) to date - (\$35,911)

#### Revenues

- Water sales under budget [rate increase not implemented]
- Expenses overall - 34.6% underbudget
- Labor - overbudget by approx. 73% or \$17K
- Outside services - repairs at facility

#### Wastewater:

Cash on hand - \$45,358

LTD to total assets ratio - 18.8%

Net Profit (loss) to date - (\$29,375)

#### Revenues

- Wastewater sales under budget [rate increase not implemented until April]
- Expenses overall 30.6% or \$83K under budget
- Training costs overbudget
- Lift station equipment over budget (need to verify charges)
- Computer expense – new PC

Gina Lyon made a motion to accept the Financial Reports for Period Ending 05/31/2024 as presented. Marilyn Prue seconded the motion. Motion carried.

- H. **BASSI/NEKO Lease Agreements** – As the Board is aware, Barton Area Senior Services, Inc. (BASSI) has decided to temporarily reduce their use of the Barton Memorial Building Hall to one day of meal service per week (Tuesdays) and has requested a rent reduction commensurate to the reduction in use.

BASSI currently pays \$250 per month for two days per week, the Village would lower that to \$125 monthly for one day per week.

Northeast Kingdom Organizing (NEKO) has offered to temporarily organize meal service on BASSI's behalf for the second day (Thursdays) and has requested use of the Hall for an additional day (Wednesdays) for administrative work, workshops, and other activities for the Barton area community. If the same valuation is applied, NEKO's suggested rent would be \$250.00 per month.

Gina Lyon made a motion to approve the lease agreements with BASSI and NEKO as presented. Ellis Merchant seconded. Motion Carried.

#### **DISCUSSION ITEMS:**

- I. **ATV Ordinance for Village (TABLED FOR FUTURE DISCUSSION)** – At the Special Board of Trustees Meeting on 04/01/2024 (joint meeting with the Town), members of the Borderline Ridge Riders (BLRR) expressed interest in opening more of the Village's roads to ATV travel. The Village's ATV Ordinance currently restricts ATV access to the following roads from 7am-9pm beginning the second Saturday in May and ending October 1:
1. Roaring Brook Road

2. Part of Glover Road from Roaring Brook Road Bridge, north to 290 Glover Road
3. Main Street from Northern Village Line southerly to Duck Pond Road
4. Church Street from Elm Street to Main Street
5. Elm Street in its entirety
6. Eastern Avenue in its entirety
7. Pageant Park Road in its entirety

**J. Department Operations Updates** – Vera LaPorte updated the Board with department activities.

**Electric Department**

- After-hours on-call answering service – Business Manager Vera LaPorte will be moving forward with Specialty Answering Service once the details of the changeover are hammered out.
- OCFA tariff rider – Steve Farman with VPPSA was on vacation from 06/06/2024 through 06/14/2024. Not much movement while he catches up.
- Hydro facility bond vote – The hydro facility bond vote is scheduled for 08/28/2024. Mail-in ballots will be available at the Town Clerk's Office and the polls will be open on 08/28/2024 from 10am to 7pm at the BMB Hall. Advertising will begin in the Chronicle on 07/31/2024 and the informational meeting will be warned for 08/26/2024.
- News about whether the Village will be awarded any grant funds for the hydro facility project should be received by 06/28/2024.

**Wastewater Department**

- Water/sewer overtime reconnection fee – Overtime reconnection fee has been updated to reflect the statutory amount of \$37.50.
- Wastewater facility upgrade project – Mike Mainer with Aldritch & Elliott is currently drafting the 90% completion report of the project based on the Board's directive and a pre-design scope that will need approval by the State. He will present the Board with both when completed (most likely late summer).
- Chief Wastewater Operator Nate Therrien is covering water facility operations while Chief Water Operator Lucas DiMauro is on vacation. In addition to his class 2 wastewater license he holds a class 3 water license.
- Another flyer urging wastewater system users to not flush rags/wipes will be included in the next water/sewer billing (see Highway Department).
- The wastewater treatment facility continues to operate well and all reporting deadlines are being met.

**Water Department**

- Water/sewer overtime reconnection fee – See Wastewater Department.
- Chief Wastewater Operator Nate Therrien is covering water facility operations while Chief Water Operator Lucas DiMauro is on vacation. In addition to his class 2 wastewater license he holds a class 3 water license.
- The water treatment facility continues to operate well and all reporting deadlines are being met.

#### Highway Department

- Paving – DPW Foreman Andy Sicard and DPW Utility Worker Garrett Heath continue to spot-pave potholes and other road damage as it is identified around the Village.
- Water leak – The water leak on Main Street near Davis Court has been repaired. During the repair, however, it was discovered that an enormous plug of rags/wipes had caused a blockage in the adjacent sewer line. The blockage was cleared and the line was replaced. Another flyer urging wastewater system users to not flush rags/wipes will be included in the next water/sewer billing.

#### Village Department

- State Budget Adjustment Act (Act No. 78 – H.839) – Vera LaPorte has applied for an advance on the \$80,000 in “flood recovery money” through FEMA/VT.
- School crossing signs – Vera LaPorte and John Morley have identified the best location for the flashing lights/signs (near the library and Barton United Church). Next up is ordering the appropriate equipment and scheduling the work.
- The Board of Trustees tour of Village facilities will be warned for 06/26/2024 at 9am, beginning at the hydro plant.
- Vera LaPorte, Billing Clerks Emily Marlow and Julie Nelson, and Crystal Currier from VPPSA attended an online presentation on municipal billing software called El Dorado. The software the Village currently uses (NEMRC) has been especially difficult to use for net metering and El Dorado is a potential replacement.

- K. **Management/Staff Report** – See ongoing list of items in the Board packet at <https://bartonvt.com/agenda-minutes/>

#### **OTHER ITEMS:**

- L. **Other Business** – 4th of July Village float discussion. A special meeting will be warned for the 4th of July Parade so that all the Trustees can participate. All are welcome to join.

Discussions continue regarding the Village salt/sand shed.

A review of job descriptions for a part-time Village finance office position was discussed.

#### **EXECUTIVE SESSION ITEMS:**

- M. Gina Lyon made a motion to move agenda item **M – Executive Session - Legal Action: 1 V.S.A. § 313 (a)(1)(E)** to the beginning of the meeting, ahead of Action Items. Marilyn Prue seconded. All approved. The motion carried.
- N. **Executive Session** - Personnel: 1 V.S.A. § 313 (a)(3) – None.
- O. **Adjourn** – Gina Lyon made a motion to adjourn at 7:28pm. Ellis Merchant seconded. Motion carried.

**Upcoming Meetings:**

**Special Board Meeting: July 4, 2024**

**Regular Board Meeting: July 8, 2024**

**Regular Board Meeting: July 22, 2024**

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Regina Lyon, Board of Trustees Chair

**Barton Village, Inc.**  
**Special Trustees Meeting**

Wednesday, June 26, 2024

8:30am

Barton Village Memorial Hall

Attendance: Gina Lyon (Chair), Marilyn Prue (Trustee), Ellis Merchant (Trustee), Vera LaPorte (Business Manager), Denis Fortin (Hydro Plant Operator), Nate Therrien (Chief Wastewater Operator), Andy Sicard (DPW Foreman), Garrett Heath (DPW Utility Worker), Ed Barber (Newport Daily Express)

**Agenda**

- A. **Call to Order** – Gina Lyon called the meeting to order at 8:30am.
- B. **Changes to the Agenda/Additions or Deletions** – The order in which the facilities were visited was rearranged to suit Village employees' schedules. Stops at May Pond and the Water Treatment Facility Reservoir were added.
- C. **Privilege of the Floor** – None.

**OTHER ITEMS:**

**D. Tour of Barton Village Facilities**

- 1. Hydroelectric Plant – Hydro Plant Operator Denis Fortin led a tour of the hydroelectric plant in West Charleston and answered questions from the Board regarding the need for repairs and upgrades.
- 2. Water Treatment Facility
  - May Pond – The Board visited May Pond to view the source of Barton Village's drinking water and discussed Chief Water Operator Lucas DiMauro's ideas for improving the flow by dredging the area around the dam.
  - Chief Wastewater Operator Nate Therrien led a tour of the water treatment facility, explained the process of water treatment, and answered questions from the Board.
  - Water Treatment Facility Reservoir – The Board visited the nearby reservoir and inspected the dam and stone flume that channels water from May Brook to the water treatment facility.
- 3. Wastewater Treatment Facility – Chief Wastewater Operator Nate Therrien led a tour of the wastewater facility, explained the process of wastewater treatment, and answered questions from the Board.
- 4. Municipal Garage – DPW Foreman Andy Sicard lead a tour of the municipal garage and answered questions from the Board. Options for building an addition to the existing salt/sand shed were discussed.

- E. **Adjourn** – Gina Lyon made a motion to adjourn. Marilyn Prue seconded. All approved. Meeting adjourned at 2:30pm.

**Upcoming Meetings:**

**Special Board Meeting: July 4, 2024**

**Regular Board Meeting: July 8, 2024**

**Regular Board Meeting: July 22, 2024**

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**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: July 8, 2024  
Subject: Wastewater Abatement Hearing  
Agenda: Agenda Item "G"

As the Board is aware, the Board has received an abatement request for wastewater charges from Arthur and Evelyn Corda related to their property located at 121 Lakefront Lane. Their issue began in October 2019 when they purchased the property and had been informed that it was on the Village wastewater system but discovered that it was not. As it is a seasonal home, they were unable to correct the issue until July 2020 and paid the base sewer charges throughout that period, totaling \$373.25. They are requesting the abatement of these charges due to their property not being on the Barton Village wastewater system during that time.

Unlike the Water Ordinance, the Wastewater Ordinance and Water Abatement Ordinance (which also governs wastewater abatement) do not currently address the abatement of base charges. The Board may therefore abate all, a portion, or none of the base wastewater charges at their discretion.

**Proposed Motion:** Motion to be determined after discussion.

**VILLAGE OF BARTON**  
**REQUEST FOR ABATEMENT OF TAXES OR WATER/SEWER CHARGES**

**NOTICE TO APPLICANTS:**

- **The filing of this application does not prevent or defer the collection of your property tax or water/sewer charges. To avoid imposition of interest and penalties, the tax or water/sewer charges should be paid when due.**
- A decision of the Board of Trustees does not affect the tax assessment (valuation) for the property. If you disagree with the tax assessment for the property, you must file a grievance with the Board of Listers within the timeframe provided by 32 V.S.A. § 4111.
- Following receipt of your abatement request, the Board of Trustees will notify you of the date, time, and place of your hearing. At the hearing, you will be responsible for supplying evidence to support your abatement request. If you or your representative fail to appear at the hearing, the Board's decision will be based solely on the information provided by you in this form and any accompanying documentation. The Board may choose to abate all or part of the taxes, water charges, sewer charges, interest, and/or penalties for which you have requested abatement, but is under no obligation to grant any abatement request. You will be notified in writing of the Board's decision. If you are not satisfied with the decision of the Board of Trustees you may appeal the decision to Superior Court in accordance with Rule 75 of the Vermont Rules of Civil Procedure.
- **A copy of your property tax bill should be submitted with this form to the Town Clerk.**
- If Applicant is other than Listed Owner, please provide a copy of written authorization to sign on behalf of the Listed Owner.

Name of property owner listed on Grand List: ARTHUR + EVELYN CORDA

Applicant name, if different from listed owner: \_\_\_\_\_

Relationship of Applicant to Listed Owner (if other than Listed Owner): \_\_\_\_\_

\_\_\_\_\_  
If new owner since April 1 of this year, provide purchase date: \_\_\_\_\_

If relevant, provide name of Executor/ Administrator of Estate: \_\_\_\_\_

Mailing address of Applicant: 185 WRIGHTS POND RD, WESTBROOK, CT 06498

Telephone number of Applicant: 860-304-6736 Email address of Applicant: ARTCUNOAE@HOTMAIL.COM

Location of property: 121 LAKEFRONT LANE BARTON, VT 05822

Parcel ID (SPAN) Number: 042-013-10697

Property Type: ☒ Residential ☐ Commercial ☐ Agricultural ☐ Forest Land

Assessed Value: \$ \_\_\_\_\_

**This application for abatement falls under the following statutory criteria:**

- N/A  
VML
- ☐ Taxes or charges of persons who have died insolvent. 24 V.S.A. § 1535(a)(1).
  - ☐ Taxes or charges of persons who have removed from the state. 24 V.S.A. § 1535(a)(2).
  - ☐ Taxes or charges of persons who are unable to pay their taxes, charges, interest, and / or collection fees. 24 V.S.A. § 1535(a)(3).
  - ☐ Taxes in which there is manifest error. 24 V.S.A. § 1535(a)(4).
  - ☐ Taxes in which there is or a mistake of the listers. 24 V.S.A. § 1535(a)(4).
  - ☐ Taxes or charges upon real or personal property lost or destroyed during the tax year. 24 V.S.A. § 1535(a)(5).
  - ☐ The exemption amount available to certain veterans and their family members under 32 V.S.A. § 3802(11) otherwise eligible for exemption who file a claim on or after May 1 but before October 1 due to the claimant's sickness or disability or other good cause as determined by the board of abatement; but that exemption amount shall be reduced by 20 percent of the total exemption for each month or portion of a month the claim is late filed. 24 V.S.A. § 1535(a)(6).
  - ☐ Taxes or charges upon a mobile home moved from the town during the tax year as a result of a change in use of the mobile home park land or parts thereof, or closure of the mobile home park in which the mobile home was sited, pursuant to 10 V.S.A. § 6237. 24 V.S.A. § 1535(a)(9).

**Provide a brief description of the basis for the abatement request. Attach a separate sheet if**

necessary: MY WIFE AND I PURCHASED THE PROPERTY AT 121 LAKEFRONT  
LANE IN SEPT. 2019. WHEN WE PURCHASED THE PROPERTY, WE WERE  
UNDER THE IMPRESSION THAT THE HOUSE WAS HOOKED UP TO THE

SEWER SYSTEM. WE SUBSEQUENTLY DISCOVERED THAT THE HOUSE WAS  
NOT CONNECTED TO THE SYSTEM. IN THE MEANTIME, WE DILIGENTLY  
PAID ALL OF OUR SEWER BILLS. WE CONNECTED TO THE SYSTEM  
ON JULY 28, 2020. WE ARE REQUESTING THE RETURN OF FEES  
PAID WHILE NOT HOOKED UP, A TOTAL OF \$373.25.

Signature of Applicant: CC

Date: 6/6/24

Date received by Barton Village: 6/07/2024

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

**Memorandum**

To: Barton Village Board of Trustees  
From: Crystal Currier  
Date: July 8, 2024  
Subject: Wastewater Financing Options  
Agenda: Agenda Item "H"

Per the Board's request, quotes from two local financial lenders were requested and received – Community National Bank and Passumpsic Bank, for the purpose of refinancing the short-term note between the Wastewater department and the Village. The two quotes are attached and a summary is below:

Options	Community National	Passumpsic
Option 1 – 1 yr note	NA	5.15%
Option 2 – 3 yr note	5.66% \$92,932.47	NA
Option 3 – 5 yr note	5.91% \$59,199.89	5.32% \$58,258.41
Option 3 – 10 yr note	NA	5.61% \$33,346.46

As noted above, Passumpsic Bank is willing to extend the note beyond 5 yrs. Since this note is paying back O&M expenses, it will be considered a "revenue" note, meaning it will be paid from revenues of the wastewater department realized from user fees NOT taxpayers. Therefore, a Village vote is not required. Obviously, it will require an increase in rates but both quotes are based on annual payments that don't begin until 2025, so this could be included in the CY2025 budget and rates adjusted starting in January, 2025.

In addition, the quotes are based on a borrowing of \$250K, however, the need is only \$200K so the payments will be slightly less than the amounts noted above.

This is listed as an "action" item; however, there is no urgency in taking action if the Board would like to pursue other options and/or wait until a later date (the note with the Village is for one-year so there is ample time before that is due).

**Proposed Motion:** Motion to be determined after discussion of available options.



June 21, 2024

Barton Village, Inc.  
Crystal Currier  
PO Box 519  
Barton, VT 05822-0519

*Delivered Electronically*

Dear Crystal,

Thank you for the opportunity to provide the Village a proposal to finance an amount not to exceed \$250,000.00 for the Village's prior years' Operating and Maintenance Expenses. We can offer the following options.

**Option 1)**

**Current Expense 3-year note:**

Loan amount of \$250,000.00 amortized over a 3-year term (3 payments) fixed at 5.66%. Annual payments would commence June 21, 2025 and each June thereafter, with final payment due June 21, 2027. The approximate payment would be \$92,932.47 annually.

**Option 2)**

**Current Expense 5-year note:**

Loan amount of \$250,000.00 amortized over a 5-year term (5 payments) fixed at 5.910%. Annual payments would commence June 21, 2025 and each June thereafter, with final payment due June 21, 2029. The approximate payment would be \$59,199.89 annually.

This rate quote is effective for 30 days from the date of this letter. The first payment will be due up to one year from closing and the final payment consisting of all unpaid principal and interest will be due at maturity. The annual interest rate for all options is computed on a 365/365 basis, meaning that the ratio of the annual interest rate over a year of 365 days is multiplied by the actual number of days the principal balance is outstanding.

### **Loan Closing**

If you decide to proceed with this through our bank, we would need the following documents for our review before loan closing:

- Current financials and annual report.
- Copy of the warning and minutes from the meeting approving the borrowing.

If you have any questions concerning this proposal, please do not hesitate to contact me. Thank you again for this opportunity. I look forward to hearing from you.

Sincerely,

A handwritten signature in black ink that reads "Holly Pepin". The signature is written in a cursive, flowing style.

Holly Pepin, Treasury & Municipal Relationship Manager  
Community National Bank  
4811 US Rte 5  
Newport, VT 05855  
802-673-0606  
[hpepin@communitynationalbank.com](mailto:hpepin@communitynationalbank.com)



**Passumpsic Bank**

Start your adventure.

Member FDIC

June 26, 2024

**BID**

Barton Village, Inc.  
17 Village Square, Suite A  
PO Box 519  
Barton, VT 05822

**Re: Barton Village, Inc.  
Barton Village Waste Water Department  
REVENUE ANTICIPATION NOTE  
\$250,000.00**

Dear Crystal,

Passumpsic Savings Bank is pleased to bid the following:

Option 1:

1 year note at a fixed rate of 5.15% with principal and interest to be paid at maturity one year from the date of the note

Option 2:

5 year note at a fixed rate of 5.32% with annual payments estimated at \$58,258.41.

Option 3:

10 year note at a fixed rate of 5.61% with annual payments estimated at \$33,346.46

Should Passumpsic Savings Bank be awarded this BID, the borrowing will be subject to the following terms and conditions:

- Issue being tax exempt
- Subject to our usual underwriting requirements, including, without limitation, receipt of a copy of the last annual audit for the Village and a copy of the respective Village Report. *(received)*
- A copy of the warning and certified results of the vote for the town meeting when the borrowing was approved.
- Any other information as may be deemed necessary

We appreciate the opportunity to bid on this project and the opportunity to work with the Village. A report of all bids received is respectfully requested and appreciated.

Please do not hesitate to reach out to me should you have any questions at 802-334-8506.

Sincerely,

A handwritten signature in blue ink, appearing to read "Ellen Stanley". The signature is fluid and cursive, with a large loop at the end.

Ellen Stanley  
Vice President  
Commercial Banker

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

**Memorandum**

To: Barton Village Board of Trustees  
From: Vera LaPorte  
Date: July 8, 2024  
Subject: Community National Bank Loan Payment  
Agenda: Agenda Item "I"

The payment for the Electric Department's Refunding Loan with Community National Bank is due the 1<sup>st</sup> of every month, and to prevent late payment Holly Pepin at Community National Bank has suggested to enroll the loan in their Automatic Funds Transfer (AFT) program. If approved, the payment amount of \$5,072.83 (currently according to the amortization schedule) will be automatically deducted from the Village's checking account on the 1<sup>st</sup> of the month every month until terminated with written notice by either party.

**Proposed Motion:** Motion to approve enrollment in Community National Bank's Automatic Funds Transfer (AFT) program for the purpose of repaying the Electric Department's Refunding Loan.

# Automatic Transfer Authorization – Loans Only

We, the deposit account owners, authorize you, Community National Bank, to make the following transfer of funds:

## **Regular Payment Transfer Amount:**

Amount to be transferred will be equal to the current **Monthly**, Regular Payment amount on Note #**563245550**. The current Regular Payment includes the scheduled payment of principal and interest, which I/we understand may be subject to change, from time to time, in accordance with the Terms of the Note. The regular payment may also include escrow items such as tax and insurance premiums, which may be subject to change in accordance with an annual escrow analysis. The regular payment may also include discretionary items that I/we have chosen, such as premiums for life and disability insurance.

I / we authorize the **Billed Regular** payment to be transferred **Monthly**, beginning **July 1, 2024** and I/we understand that this payment may be subject to change from time to time. If we are subsequently approved for discretionary items, the amount of my/our transfer will be increased to accommodate payment of these sums. The initial transfer includes:

## **Additional Principal Payment Amount**

I / we request that an additional \$                      be transferred beginning                      to my / our Note #                      , and I / we understand that this amount will reduce the principal balance of the loan and will have no effect on the scheduled payment due dates under the terms of the Note.

## **Transfer From Account:**

I / we authorize transfer of the Regular Payment Amount, and the Additional Principal Payment Amount, if applicable, by transferring funds from **Checking** account #**509964113**. This account remains subject to the terms and conditions contained in the account terms and conditions, which are not modified by this agreement. If this transfer is made from a savings account, you retain the right to require at least 7 days written notice of withdrawal in accordance with the original terms of the account.

## **Action when funds are insufficient:**

If there are insufficient funds in my / our demand deposit account to cover the Regular Payment and the Principal Payment, if applicable, my / our account may be overdrawn to cover the payments, my / our account will be subject to the current overdraft fee for each of the payments. If my / our overdraft is not covered, you, the Bank, may, at your option, reverse the payments on the Note, increase the principal balance on the Note by reason of the overdrafts, terminate the automatic payments from and /or close my / our account and charge a late charge in accordance with the terms of the Note, and proceed with collection under the terms of the Note. If there are insufficient funds in my / our savings account, the automatic transfer of the payment(s) will not take place, and I / we will be responsible for making the regular payment or ensuring there are sufficient funds in the savings account for the transfer, to avoid late charges assessed in accordance with the loan terms.

This authorization will remain in effect until terminated, in writing, by any one of us. You may terminate this authorization by giving us written notice. Notice to any one of us is notice to all.

Date \_\_\_\_\_

\_\_\_\_\_  
(Signature – account owner)  
Julie Nelson

\_\_\_\_\_  
(Signature – account owner)

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Form completed by Holly Pepin on 6/27/2024

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

**Memorandum**

To: Barton Village Board of Trustees  
From: Vera LaPorte  
Date: July 8, 2024  
Subject: ATV Ordinance  
Agenda: Agenda Item "J"

Tabled for further discussion at the Regular Board of Trustees Meeting 06/24/2024:

At the Special Board of Trustees Meeting on 04/01/2024 (joint meeting with the Town), members of the Borderline Ridge Riders (BLRR) expressed interest in opening more of the Village's roads to ATV travel. The Village's ATV Ordinance currently restricts ATV access to the following roads from 7am-9pm beginning the second Saturday in May and ending October 1:

1. Roaring Brook Road
2. Part of Glover Road from Roaring Brook Road Bridge, north to 290 Glover Road
3. Main Street from Northern Village Line southerly to Duck Pond Road
4. Church Street from Elm Street to Main Street
5. Elm Street in its entirety
6. Eastern Avenue in its entirety
7. Pageant Park Road in its entirety

See attached map.

**Proposed Motion:** None.

# Village of Barton

## Ordinance Establishing Transit Zones For All Terrain Vehicles On Certain Village Roads

**Section I. Authority:** Under authority granted in 24 V.S.A Chapter 59, 24 V.S.A. § ~~section~~ 2291 (4) and 23 V.S.A. ~~section~~ § 3506 and §3510, The Trustees of Barton Village hereby adopts the following ordinance regulating the manner and location of operation of all-terrain vehicles in approved transit zones within the Village.

**Section II. Purpose:** The purpose of this ordinance is to protect the health and safety of operators of all-terrain vehicles and of the residents of the Village and to protect the animals, property and environment of the Village.

### Section III. Definitions:

- A. "all-terrain vehicle" or "ATV" means any non-highway recreational vehicle, except snowmobiles, when used for cross-country travel on trails or on any of the following or a combination thereof: water, snow, ice, marsh, swampland and natural terrain.
- B. "Operate" shall include any attempt to operate and shall be construed to cover all matters and things connected with the presence and use of all-terrain vehicles whether they be in motion or at rest.

### Section IV. Operation:

- A. All-terrain vehicles may be operated only on the following Village roads:
  - 1. ~~Roaring Brook Road Bridge~~. Roaring Brook Rd. (Village Highway (VH) #4).
  - 2. Part of Glover Road (VH#2) ~~Route 16~~ from Roaring Brook Road Bridge, north to the #290 Glover Road property. ~~One Stop Market~~.
  - 3. Main. St. (VH #1/U.S. Route 5) from Northern Village Line southerly to Duck Pond Rd (VH #424).
  - 4. Church St. (part of VH#2) from Elm St. to Main St.
  - 5. Elm St. (VH#5) in its entirety.
  - 6. Eastern Avenue (VH#3) in its entirety.
  - 7. Pageant Park Road (VH#414) in its entirety.
- B. Vehicles may operate from 7 9am-9pm from 2nd ~~3<sup>rd</sup>~~ Saturday in May to October 1st
- C. All ATV's must be registered and operated according to the requirements of 23 V.S.A Chapter 31
- D. All vehicles must be insured at State minimum liability ratings.
- E. No one under 16 years of age may operate on Village Highways. ~~a vehicle unless accompanied by a licensed adult driver.~~
- F. The speed limit while operating in these transit zones will be at posted regulatory speeds 20 mph and all ATV's must be in a single file, follow all traffic rules and control devices that apply to the Village highway.

**G. DOT**~~et~~ approved helmets are required while vehicles are in motion.

**Section V. Penalties:**

First offense..... ~~\$100.00~~ ~~\$50.00~~ waiver fee ~~\$50.00~~ ~~\$25.00~~  
Second offense..... ~~\$200.00~~ ~~\$100.00~~ waiver fee ~~\$100.00~~ ~~\$50.00~~  
Third and subsequent offense.....~~\$500.00~~ ~~\$200.00~~ waiver fee ~~\$250.00~~ ~~\$100.00~~

**Section VI. Enforcement:**

This is a civil ordinance and shall be enforced by law enforcement officials through the Judicial Bureau.

**Section VII. Severability:**

If any section of this ordinance is held by a court of competent jurisdiction to be invalid, such findings shall not invalidate any other part of this ordinance.

**Section VIII. Effective Date:**

This ordinance shall become effective 60 days after its adoption by the Barton Village Trustees. If a petition is filed under 24 V.S.A Section 1973, that statute shall govern the taking effect of this ordinance.

8 / 25 / 2008

\_\_\_\_\_  
Date (original)

May 28, 2018

\_\_\_\_\_  
Date (revision)

/S/ Justin Barton-Caplan

/S/ Cathy Swain

/S/ Nathan Sicard

Barton Village Trustees

## Adoption History:

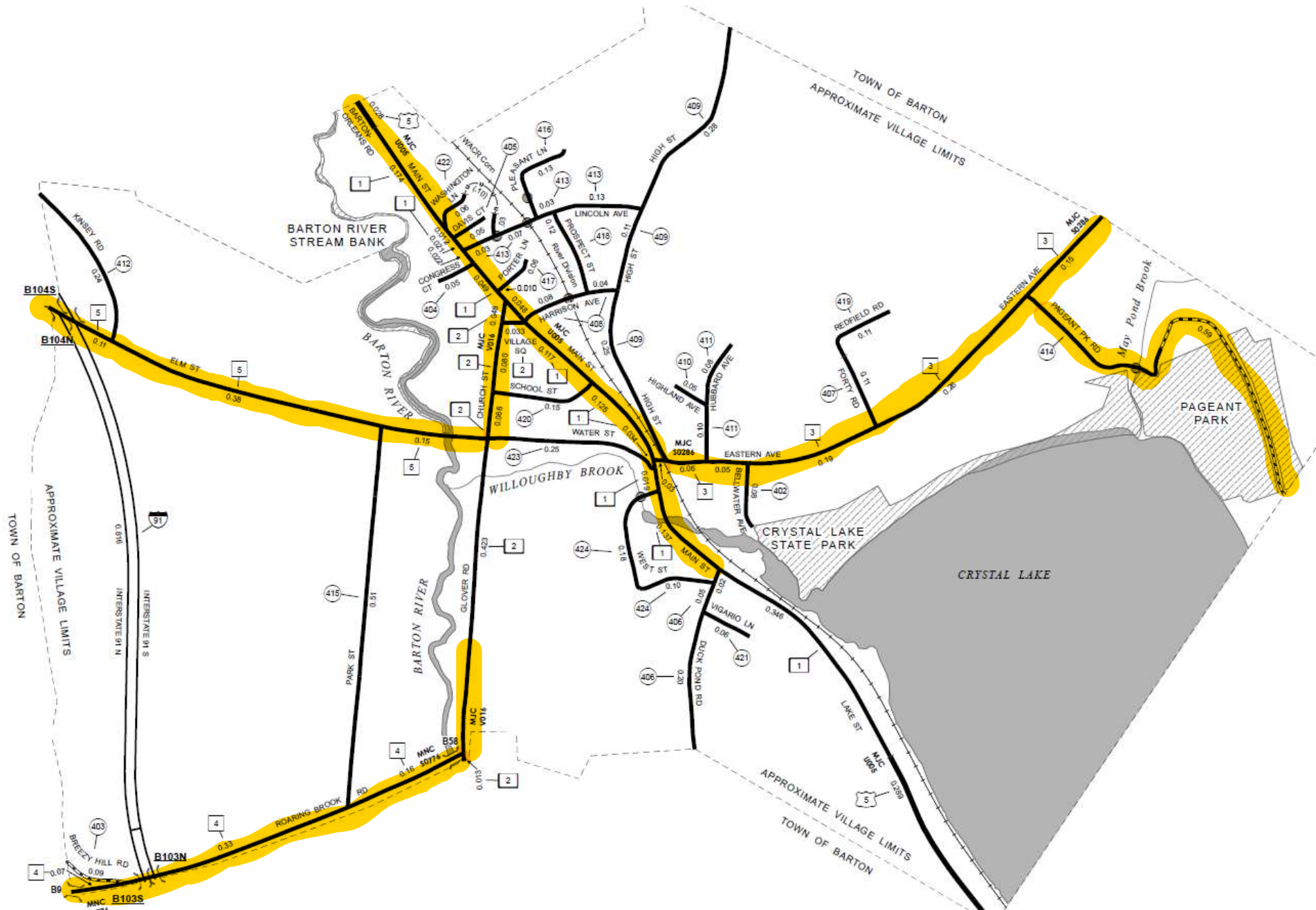
1. Agenda item at regular Trustees Meeting held on 8/11/2008
2. Read and Approved at regular Trustees meeting on 8/25/2008 and entered in the minutes which were approved on 8/25/2008
3. Posted in public places on 8/26/2008
4. Notice of adoption published in the Chronicle newspaper on 8/27/2008 with notice of right to petition
5. other actions (petition,etc.)

## Revision:

1. Revision made to Section IV, subsection "A" to include additional Roads to be open to ATV travel within the Village of Barton
2. Revision made to Section IV, subsection "B" to change the operating hours from 7am to 9 pm also the season date changed to 2nd Saturday in May to October 1st

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Revised on



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

**Memorandum**

To: Barton Village Board of Trustees  
From: Vera LaPorte  
Date: July 8, 2024  
Subject: Northeast Kingdom Organizing (NEKO) Presentation  
Agenda: Agenda Item "K"

Meghan Wayland of Northeast Kingdom Organizing (NEKO) will address the Board.

**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: July 8, 2024  
Subject: Department Operations Updates  
Agenda: Agenda Item "L"

**Electric Department**

- After-hours on-call answering service – Business Manager Vera LaPorte will be moving forward with Specialty Answering Service once the details of the changeover are hammered out.
- OCFA tariff rider – No update.
- Hydro facility grant – Barton Village was not selected to receive the Northern Border Regional Commission (NBRC) grant.
- Hydro facility informational meeting – Business Manager Vera LaPorte is working with Crystal Currier (VPPSA) and Hydro Plant Manager Denis Fortin to determine the best date for them to meet with the BOT in preparation for the informational meeting on 08/26/2024. VPPSA staff is working on a "one sheet" informational flyer to be included in the next electric billing, as well as slides and/or posters to be showcased at the meeting.

**Wastewater Department**

- No update.
- The wastewater treatment facility continues to operate well and all reporting deadlines are being met.

**Water Department**

- Water Facility Operator Lucas DiMauro is back from vacation.
- The Vermont Bond Bank was recently awarded \$6.8 million in American Rescue Plan Act (ARPA) funds for the purpose of providing small, rural municipalities with awards to repair drinking water and wastewater systems. Once this program is accepting applications Vera LaPorte intends to apply to help fund some projects at the water plant.
- The water treatment facility continues to operate well and all reporting deadlines are being met.

#### Highway Department

- Paving – DPW Foreman Andy Sicard and DPW Utility Worker Garrett Heath continue to spot-pave potholes and other road damage as it is identified around the Village.
- Salt/sand shed – Andy Sicard is currently collecting quotes on conexes and lumber for expanding the existing salt/sand shed.

#### Village Department

- School crossing signs – The signs and lights are ordered and the work will be scheduled once they arrive.
- Pageant Park – A new dog waste receptable was installed and Vera LaPorte provided the caretakers with rearview mirror hang tags to help alleviate the issue of keeping track of day visitors to the park.

**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: July 8, 2024  
Subject: Management/Staff Reports  
Agenda: Item "M"

**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 – May be addressed by making the change to El Dorado (see Village Department).

**Village Department**

- Sidewalks
- LHMP – BRIC grant has been awarded to the Town in the amount of \$11,835 to update the LHMP
- School crossing signs – Locations have been determined and work will begin once the appropriate equipment has been ordered.
- State Budget Adjustment Act (Act No. 87 – H839) funds of \$80,000 for flood recovery on hold until a federal audit is completed – Applied for an "advance."
- The Board of Trustees toured the Barton Village facilities accompanied by Ed Barber from Newport Daily Express.
- Vera LaPorte, Billing Clerks Emily Marlow and Julie Nelson, and Crystal Currier (VPPSA) attended an onion presentation on municipal billing software called El Dorado. The software looks promising as a replacement for NEMRC.

**Highway Department**

- Andy to obtain paving estimate for West Street North – On hold due to budget constraints.
- Spring cleanup has begun and spot paving will begin as soon as weather and time permits – Pothole repair and other paving projects continue.
- The water leak on Main Street near Davis Court was completed. A sewer blockage consisting of rags/wipes was discovered during the repair and cleared out.

- Vera LaPorte submitted the Subrecipient Certification for road damage sustained in the July 2023 flood in the amount of \$101,982.75. Funds will be received soon but no exact date yet.
- New FEMA claim for December 2023 storm (DR4762) opened and meetings have already taken place. Recovery Scoping Meeting (RSM) with full staff and VT State was on 05/02/2024 and follow-up with Program Delivery Manager (PDMG) was on 05/10/2024. Meetings will continue weekly for the time being.
- Bridge 55 (Elm Street) is budgeted by the State for full replacement in FY 2029.
- Salt/Sand Shed Project
  - Project Engineer, Tyler Billingsley East Engineering working with Crystal and USDA.
  - Construction/Funding Options – Some USDA grant money awarded (see Salt/Sand Shed Update memo from BOT meeting 03/11/2024), ~~Town possibly has funds available through Miscellaneous Grant Fund.~~ Barton Village was unfortunately not selected by Senator Welch's office for funding through the Congressionally Directed Spending (CDS) program.

### **Wastewater Department**

- Wastewater Infrastructure Improvements
  - Aldrich & Elliot – Mike Mainer to present the Board with the 90% completion report based on the Board's directive at the end of the summer.
  - 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. Two payments received so far in the amount of \$11,450.
  - DRAFT sewer ordinance and surcharge procedure complete and currently under BOT review, will readdress in future meetings.
- Insurance/FEMA recovery for flood damage – Two projects from the July 2023 have been paid by FEMA for a total of \$10,428.08 (75%) currently reimbursed, FEMA has now announced that they will cover the remaining 25% for these two projects (\$3,476.02).
- 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. He is currently analyzing Glover's flow data and will return to the Board with his thoughts and conclusions when he is done.
- New wastewater rates implemented 04/15/2024 (\$44.23 base and \$8.33/1000 gallons used) and disconnection procedure for nonpayment will begin 04/22/2024 with the mailing of disconnection notices.
- Overtime reconnection fee increased to \$37.50 per 129 V.S.A. § 5151.
- Another no rags/wipes flyer will be included in the next water/sewer billing.

### **Water Department**

- May Pond Land Research.
- Lucas DiMauro in process of obtaining second estimate for carbon filter rehab project.
- The 2023 Consumer Confidence Report is available on the Village website and posted in areas around the Village.
- New rates for water implemented with the May billing and overtime reconnection fee increased to \$37.50 per 129 V.S.A. § 5151.
- DPW Utility Workers Garrett Heath and Jeremiah Borsoi are currently being cross-trained for water testing.

### **Hydro Plant**

- Removal of Fuel Tank.
- Penstock – Major upgrade will require financing (village vote and PUC approval). The BOT approved the application for a grant through the Northern Border Regional Commission's (NBRC) Catalyst Program at Special Trustees Meeting on 04/30/2024 – Was not awarded.
  - The petition to finance improvements to the hydro plant was filed with the PUC on 05/23/2024 (Section 108 filing).
  - Informational meeting about the project will be held before the regular BOT meeting on 08/26/2024. Bond vote to be held 08/28/2024.

### **Electric:**

- Rate increase approved at 10.82% on 11/16/2023.
- 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 \$156,112.29, balance is \$13,332.71.
  - Sampling completed 10/29/2023 and VHB currently compiling data as it comes in. The Supplemental Site Investigation Report is complete as of 04/10/2024 and submitted to DEC and EPA on 04/12/2024. Recommendation from VHB is that more testing is needed in specific areas, but pending comment from DEC and EPA. VHB to present to the Board their recommendations at Regular Trustees Meeting on 06/24/2024. – Additional testing will be required.
- Working on vegetation management plan with Dave DiSimone to reduce outages by identifying and cutting problem trees/brush, particularly along main trunk line.
- Vera LaPorte and Steve Farman from VPPSA working on the possibility of the tariff rider addressing the Orleans County Fair's unique situation.
- Vera LaPorte demoing new after hours on-call answering services.

**Misc Items:**

- Website – Vera working on it when she can