

Barton Village, Inc.
Regular Trustees Meeting

Monday, August 26, 2024

6:00pm

Barton Village Memorial Hall

Attendance: Gina Lyon (Chair), Marilyn Prue (Trustee), Vera LaPorte (Business Manager),
Jacqueline Laurion (Clerk), Crystal Currier (VPPSA), David Billado, Ann Killimayer

Agenda

Full agenda with additional details can be found at <https://bartonvt.com/agenda-minutes/>

Audio recording of the meeting can be found for 30 days following the official approval of these
minutes at the next Regular Board of Trustees Meeting on September 9, 2024 at

<https://bartonvt.com/agenda-minutes/>

- A. **Call to Order** – Gina Lyon called the meeting to order at 6:00pm.
- B. **Changes to the Agenda/Additions or Deletions** – None.
- C. **Privilege of the Floor** – None.

ACTION ITEMS:

- D. **Minutes from the Regular Board of Trustees Meeting August 12, 2024** – Gina Lyon made a motion to approve the Minutes from the Regular Board of Trustees Meeting August 12, 2024 as presented. Marilyn Prue seconded. Motion carried.
- E. **Minutes from the Emergency Board of Trustees Meeting August 16, 2024** – Gina Lyon made a motion to approve the Minutes from the Emergency Board of Trustees Meeting August 16, 2024 as presented. Marilyn Prue seconded. Motion carried.
- F. **Bills and Warrants** – These will be reviewed throughout the meeting. Approval & adjustments will be given at the end of the meeting. Gina Lyon made a motion to review throughout the meeting & approve at the end. Marilyn Prue seconded. Motion carried.
- G. **Rental Agreements/Electric PILOT** - Historically the BOT has approved the Electric PILOT and department rental agreements on an annual basis. The existing rental agreements and Electric PILOT were effective for CY2023. The documents have been updated for CY2024 with two minor changes:
 - The dollar values were updated slightly based on number of customers for each department
 - The term was updated to keep the agreements in effect until the Board determines the rates are no longer appropriate. This maintains the agreements in effect and will not require the Board to approve them each year

Gina Lyon made a motion to approve the agreements for Electric PILOT, Electric Rent, Highway Rent, Water Rent, Wastewater Rent as presented. Marilyn Prue seconded. Motion carried.

- H. **Coin Drop Application** – The Board has received a coin drop application from the Orleans Fireman’s Association for August 31, 2024.

Gina Lyon made a motion to approve the Orleans Fireman’s Association coin drop application for August 31, 2024 pending changing the location to Glover Street in front of JP Sicard’s office building. Marilyn Prue seconded. Motion carried.

- I. **SQRP Results and Penalty** – Electric utilities are required to file a Service Quality and Reliability Plan (“SQRP”) with the Vermont Public Utilities Commission. The plan identifies certain standards that the utility must report each quarter.

VPPSA prepares this report for Barton Electric, submits it to the PUC each quarter and on an annual basis, calculates any penalties that may occur because of not meeting the standards as outlined in the plan. Located on the [Barton Village Website under agenda](#) is a copy of the annual report that VPPSA filed on May 14, 2024. There you will see that some standards were not met and therefore a penalty resulted. Per Barton’s SQRP, penalties are paid in the form of “community service projects.”

The utility must communicate the results of the report to its ratepayers and how the penalty was allocated.

The purpose of this memo is:

1. To provide the Board with the filing of the SQRP report and the results of that report a penalty of \$1,880 was assessed due to missed SAIFI and CAIDI targets
2. Request that the Village Board of Trustees determine how the SQRP dollars will be spent (a community service activity)

Once a decision regarding item #2 is determined, the notification to the customers can be developed and sent via bill stuffer as required by the PUC.

Gina Lyon made a motion to set up a line item under the Village Reserves and to have the assessed fine of \$1,880.00 split with 50% going to a Village Beautification fund, 25% to NEKO specifically for Thursday meals at the Memorial Hall, and 25% to the Barton Library. Marilyn Prue seconded. Motion carried.

- J. **Lien Release** - On January 8, 2024 a lien was placed on 3535 Pepin Road in Brownington for unpaid electric services totaling \$3,549.42. The property has recently been sold and Barton Village has been paid in full. The new owner has requested a lien discharge.

Gina Lyon made a motion to approve filing a lien discharge for 3535 Pepin Road in Brownington as presented. Marilyn Prue seconded. Motion carried.

DISCUSSION ITEMS:

- K. **Hydro Facility Project Update** – At the emergency Board of Trustees meeting on 08/16/2024, the new schedule of events was determined as follows:

- 08/16/2024 – BOT approved and signed the new Resolution for Hydroelectric Upgrades & Related Financing, Special Meeting Warning, and Official ballot with updated dates and language
- 08/24/2024 – Hydro facility open house from 9:00am to 11:00am
- 08/30/2024 – Absentee ballot available at Town Clerk's Office
- 09/09/2024 – Hydro facility informational meeting (before the Regular Board of Trustees Meeting)
- 09/19/2024 – Additional informational meeting (if more questions arise)
- 09/20/2024 – Bond vote via Australian ballot from 10:00am to 7:00pm in the BMB Hall

A 2nd open house of the Hydro plant will be set up to allow folks another opportunity to view the Hydro Plant. More to come on dates and times.

- L. **Flood Update** – FEMA DR-4810 declared on 08/20/2024. Vera LaPorte attended a virtual public assistance applicant briefing with Vermont Emergency Management (VEM) on 08/23/2024.

Bruce Melendy with Northeastern Vermont Development Association (NVDA) and members of STANTEC Engineering staff will be in the Village on 08/27/2024 to inspect culverts damaged by the 07/10/2024 storm. Special attention will be given to the concrete aqueduct along Lincoln Avenue.

Lincoln Avenue

- Currently looking into provenance of the aqueduct. It may have been installed as a response to a storm in 1883, but so far no records have been found.

Ball Field

- The ball field needs significant repair. DPW Utility Worker Garrett Heath has begun backfilling the washed out area and general cleanup.

High Street/St. Paul's Cemetery Access Road

- Eric Pope from VTrans inspected the High Street culvert and determined that it was undersized compared to the width of the stream. This will be addressed by FEMA Hazard Mitigation now that the disaster has been declared.

Pageant Park Road Culvert

- The culvert will be replaced when the seasonal campers have vacated.

M. Department Operations Updates

Electric Department

- After-hours on-call answering service – Will switch to Specialty Answering Service.
- Tariff rider draft has been reviewed by both the Board of Trustees and the OCFA Board. Steve Farman from VPPSA is currently drafting supporting testimony and will submit to the Public Utility Commission (PUC) once done.
- Hydro plant informational meeting is rescheduled to 09/09/2024 with the Australian ballot vote on 09/20/2024.

- Vera LaPorte to attend meeting on 09/11/2024 with fellow VPPSA members John Morley of Orleans Village and Jonathan Elwell of Lyndonville Electric to address some issues that all three utilities share, including tree-trimming, on-call service, and radio communications.

Wastewater Department

- Main lift station cleanout occurred on 08/22/2024 and went well.
- Mike Mainer with Aldritch & Elliott is digging more deeply into the Glover agreement. He will compile a list of thoughts and questions and attend a future meeting.
- Wastewater Facility Operator Nate Therrien is reviewing the new sewer ordinance and will provide his feedback at the regular Board meeting on 09/23/2024.
- The wastewater treatment facility continues to operate well and all reporting deadlines are being met.

Water Department

- The Vermont Bond Bank/ARPA Funds tier 1 applications for flood damage are currently being accepted. Tier 2 applications for age related defects will be accepted sometime in the fall.
- The new chlorine analyzer was installed on 08/14/2024 and is working well.
- The water treatment facility continues to operate well and all reporting deadlines are being met.

Highway Department

- Paving continues between flood recovery projects.
- Salt/sand shed – Barton Village has been awarded an additional \$138,900 in grant funding from the USDA Community Facility REAP Grant, bringing the total to \$231,900. An additional \$77,300 needs to be funded to complete the project.
- See Flood update for additional information.

Village Department

- School crossing signs – DPW Foreman Andrew Sicard needs to adjust the position of the signs/poles already in place and will do so once he returns from vacation on 08/28/2024.
- The Village received \$20,000 of the promised \$80,000 flood recovery funds from the FY24 Budget Adjustment Act. No news on when the rest can be expected.
- The BOT inspected Washington Terrace (TH422) on 08/21/2024 as part of the process of discontinuing the road. A report will be issued on their findings.
- The VT-ALERT contact survey was included in the 08/13/2024 water/sewer billing. The Office has received a handful of completed surveys every day since. Vera LaPorte and Gina Lyon will update the system weekly.
- Vera LaPorte will be attending an ordinance drafting class on 08/29/2024.
- Junky Yard Ordinance Violation follow-up letters sent. 155 High Street and 377 Park Street are still in violation as of 08/23/2024.
- UCONN-TAB presentation confirmed for 09/23/2024 meeting.
- See Flood update for additional information.

Regarding the Junk Yard Ordinance – The Trustees at a future meeting will review the Junky Yard Ordinance and Winter Parking Ban Ordinance regarding how they are executed, followed up on and fines served to the public.

OTHER ITEMS:

- N. **Other Business** – Concern over the student pick up changes for Barton Graded was brought up. Seems the school will be using Water Street for parents to line up to pick up their child. The concern is at the top of Water Street, such as how steep and narrow it is. If a car does not take a wide enough right hand turn to enter Water Street given the design of the road a car can easily ground out and generally stuck there and the possibility of cars backing up in front of E.M Browns entrance. Vera LaPorte will reach out to the school principal to open a dialog regarding this concern form the Village.

EXECUTIVE SESSION ITEMS:

- O. **Executive Session** - Legal Action: 1 V.S.A. § 313 (a)(1)(E) – None.
- P. **Executive Session** - Personnel: 1 V.S.A. § 313 (a)(3) – None.
- Q. **Adjourn** – Gina Lyon made a motion to adjourn. Marilyn Prue seconded the motion. Motion carried and the meeting adjourned at 7:31pm.

Upcoming Meetings:

Special Informational Hearing: 09/09/2024 (before Regular Board Meeting)

Regular Board Meeting: 09/09/2024

Special Village Meeting: 09/20/2024

Regular Board Meeting: 09/23/2024