

Barton Village, Inc.
Regular Trustees Meeting
Tuesday, July 08, 2025
6pm

Barton Village Memorial Building – Back Office**Meeting to be moved downstairs in the event there is an access issue for any attendee or participant. To request a meeting be moved downstairs prior to the scheduled date and time, please call the office at 802-525-4747, Monday–Friday, 7:30am – 4pm.**

Attendance: Gina Lyon (Chair, Village Business Manager), Marilyn Prue (Trustee) Ellis Merchant (Trustee), Jacqueline Laurion (Clerk), & George Komendat

Agenda

- A. **Call to Order:** Gina Lyon called the meeting to order at 6:01pm.
- B. **Changes to the Agenda/Additions or Deletions:** Marilyn Prue added discussion item L. Day of week for Trustee Meetings.
- C. **Privilege of the Floor:** George Komendat inquired about notices for the Village Trustee meetings, and he inquired about receiving notices. The Village does not post to social media regarding the meetings, but Gina Lyon did advise George of the Village's website, where all the meeting agendas, minutes, and recordings are located. Gina Lyon offered to add Mr. Komendat to the email notices that go out, to which he accepted and appreciated.

ACTION ITEMS:

- D. **Minutes from the Regular Board of Trustees Meeting June 24, 2025:** Gina Lyon made a motion to approve the minutes from 6/24/2025 as presented. Ellis Merchant seconded. Motion Carried.
- E. **Bills and Warrants:** Marilyn Prue reviewed the Bills and Warrants, Gina Lyon also reviewed them, and a few adjustments were made before the Trustee meeting. Marilyn Prue made a motion to approve. Gina Lyon seconded the motion. Motion carried.
- F. **Authorized signers for the PSB LOC:** Passumpsic Savings Bank reached out stating they needed the Trustees to confirm who the authorized signers are on the new line of credit that was recently taken out for up to \$300,000. Gina Lyon recused herself from the vote. Marilyn Prue made a motion to add Sheila Martin and Gina Lyon as the authorized signers for the line of credit with Passumpsic Savings Bank. Ellis Merchant seconded. Motion carried.
- G. **Choose contractor for Water Filter Project at Water Treatment Facility:** A grant that was awarded in 2024 for the Water Treatment plant is now moving forward. The grant was for \$93,150.00, of which the Village has used \$9,720.25 of for a piece of equipment at the Water Treatment Plant. Two bids came in regarding the preparation and coating of carbon steel water filters. Vermont Protective Coating out of Brandon, VT, came in with a proposal of \$32,660.00 per filter (2) = \$65,320, and Knowles Industrial Services Corp out of Gorham, Maine, came in with a Lump Sum Cost of \$87,648.00. With the recommendation of the Water Treatment plant Manager, the Trustees chose to award Vermont Protective Coating the project. Marilyn Prue made a motion to award the project to Vermont Protective Coating for \$65,320. Ellis Merchant seconded the motion. Motion carried.

- H. **Audited internal financial reports for the period ending 12.31.2024:** CY 2024 Audited Finance Reports by Kittel, Branagan, and Sargent (KBS) were discussed. KBS made three adjustments. Marilyn mentioned that adjustments are expected each year. Gina Lyon made a motion to accept the audited and updated internal finance reports for the period ending 12/31/2024 as presented. Ellis Merchant seconded the motion. Motion Carried.

I. **Warrant for delinquent Water, Sewer, and Electric utility bills:**

Fifteen Barton Village Water/Wastewater and Electric accounts for nine properties have been identified as delinquent and can be turned over to the Tax Collector for Tax Sale.

Name/Address	Water	Sewer	Electric	Total
Beasley, Christine/439 High Street, Barton, VT 05822	\$519.03	\$785.41		\$1,304.44
Colaceci, Katelyn/82 Glover Road, Barton, VT 05822	\$339.95	\$615.07	\$1,101.13	\$2,056.15
Jackson, Michelle/66 Glover Road, Barton, VT 05822			\$1,665.87	\$1,665.87
McAnulty, James/165 Water Street, Barton, VT 05822	\$125.58	\$367.20		\$492.78
Shover, Nathan/141 Park Street,	\$254.57	\$418.40		\$672.97

Barton, VT 05822				
Thornton, Jessie/158 Park Street, Barton, VT 05822	\$347.24	\$569.34	\$509.41	\$1,425.99
Vizinho, Judith/37 Laurette Lane, Barton, VT 05822			\$235.97	\$235.97
WH Burke Properties 3, INC./66 Glover Road, Barton, VT 05822	\$196.88	\$325.22	\$3,563.03	\$4085.13
WH Burke properties 4, INC./295 High Street, Barton, VT 05822	\$500.25	\$967.01		\$1,467.26
			Total:	\$13,406.56

Gina Lyon made a motion to send delinquent Water/Wastewater and Electric accounts via Warrant to the Delinquent Tax Collector, as listed. Ellis Merchant seconded the motion. Motion carried.

DISCUSSION ITEMS:

- J. **FEMA Update:** Gina Lyon met with FEMA on 7/8/2025. The Village has run into an issue with the three remaining culvert projects located on High Street, Pleasant Street, and Lincoln Avenue. The State of Vermont wants the Village to hire an engineer to review the three culvert projects. One proposal came in at 95K to engineer the three culverts. Gina is working with FEMA and the State of VT consultant, who is working directly with the Village. Previously, the Village was advised that the cost would be covered, then an engineer was requested. At a price of \$95,000, that is a large added cost to the Village, and Gina Lyon is in talks with FEMA and the State of VT Consultant to bring this to resolution swiftly as it has been going on too long. The concern is that the culverts are not repaired, and any extensive water intake to those culverts could cause significant further damage to the culverts and the areas around them.
- K. **Department Operations Updates:** A joint staff meeting with Utility Department staff took place today, 7/8/2025. Summer vacations were discussed and placed in a shared calendar. An on-call weekend testing schedule for the Wastewater Facility was provided for the Village office as well until the end of August. There is a plan regarding the scheduling of projects.

Village Office: The office staff worked with the Orleans Village office on how to address billing for accounts that are either past due, the meter was pulled, or the property owner moved, and a new account number is applied. The former owners past due does not carry over. A new process is in place to address these types of accounts.

Department of Public Works (DPW): Hired temporary summer help. The summer help will have a list of tasks to work on while Andy Sicard is away on PTO. Andy noted items that still needed to be done in the Village, such as spot paving, sidewalk repair, ditching, etc.

Water Treatment Plant: All invoices for the lighting strike that took place in May have been received and will be sent to VLCT for the insurance claim. A new gate was placed above the water treatment site so individuals cannot leave trash and dump items.

Wastewater Plant: Gina Lyon is waiting for a meeting to be scheduled with Aldrich & Elliot to discuss the upgrade project and the next steps. She is expecting this to take place in the next few weeks.

Hydro Plant: Shutdown took place, 7/6/25, Fairbanks Mill mobilized, and the project started on 7/7/25. The plant is no longer making power during the repairs, and VPPSA was advised.

Barton Electric Department: Still no funds from NEK Broadband, and this is being worked on.

L: Conversation about moving the Village Trustee meetings: It was agreed that the second and fourth Tuesdays of each month at 6pm works well for the Trustees.

M: Other Business: Ellis Merchant brought up that the potholes and repaired area on Park Street need to be addressed. Gina Lyon informed all that Andy Sicard has this on his list to tend to as well as Lincoln, Glover, and mostly all Village Streets. She reminded the Board that Andy is going on vacation in the next week or so.

EXECUTIVE SESSION ITEMS – Gina Lyon made a motion to go into Executive Session for Legal Action at 6:54pm Marilyn Prue seconded the motion. Motion carried.

Executive Session - Legal Action: 1 V.S.A. § 313 (a)(1)(E) – Upon discussion, Gina Lyon made a motion at 8:31pm to exit Executive Session. Marilyn Prue seconded the motion. Motion carried. No action was taken.

Executive Session - Personnel: 1 V.S.A. § 313 (a)(3) – Not needed.

P: Adjourn – Gina Lyon made a motion at 8:32pm to adjourn the meeting. Marilyn Prue seconded. Motion passed.

Upcoming Meetings:

Regular Board Meeting: 07/22/2025

Regular Board Meeting: 08/12/2025



Regina L. Lyon, Trustee, Board Chair