

Barton Village, Inc.
Regular Trustees Meeting
Tuesday, August 26, 2025
6 pm

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 meeting be moved to downstairs before the scheduled date and time, please call the office at 802-525-4747, Monday – Friday, 7:30 am – 4 pm.

Attendance: Gina Lyon (Chair, Business Manager), Marilyn Prue (Trustee), Lucas DiMauro (Water Treatment Facility Manager), Alison Corn (Vermont Agency of Natural Resources), Lenny Zenonos (Barton DRB), Jeff Coburn (Barton DRB), Meghan Young (Vermont Agency of Natural Resources), & Erik Townsend (NEK Broadband)

Agenda

- A. **Call to Order:** Gina Lyon called the meeting to order at 6:04pm.
- B. **Changes to the Agenda/Additions or Deletions:** Gina Lyon added action item I. NEK Broadband agreement.
- C. **Privilege of the Floor:**
 - Lenny Zenonos and Jeff Coburn, members of the Barton Town Plan Development Review Board, addressed the Trustees to inquire if there were any ideas or priorities the Trustees wished to see included in the upcoming Town Plan update. They noted that there may be funding available to support ideas that are submitted. Surveys will be distributed soon to Village water and sewer users for input. Additionally, two public meetings are planned for early 2026 to gather broader community feedback.
 - Jacqueline Laurion inquired about recent activity at the former Barton Firehouse, noting visible signs of use and upkeep. It was confirmed that the building is now staffed by members of the Orleans Fire Department. Personnel living near Barton will be stationed at the Barton Firehouse, while those residing in Orleans will operate from the Orleans Firehouse. Improvements to the Barton station include updated lighting, front wall and garage door, and the display of an American flag.

OTHER ITEMS:

- D. **Water Treatment Facility Asset Management Plan (AMP) Kick-Off with the State** - Alison Corn and Meghan Young met with the Trustees and Lucas DiMauro, Operator, to discuss the Asset Management Plan project that the Village of Barton is working with Aldrich & Elliott on creating. The Village was awarded a \$50k forgivable loan to complete an AMP. During the discussion, Lucas emphasized the importance of expanding the focus beyond the distribution system. While distribution is critical, he noted that other areas such as the headworks, equipment repairs, and other essential parts are equally vital to the overall effectiveness of the treatment facility. The \$50,000 forgivable loan would come with a five-year window for the Village to complete the identified projects. In addition, training opportunities will be provided and are mandatory for all municipalities that receive funding.

Asset Management Planning is a structured approach to managing physical infrastructure over its lifecycle. It helps ensure reliable delivery service while minimizing cost and operational risk. Key components of an AMP include:

Asset Inventory
Condition Assessment
Level of Service (LOS)
Criticality Analysis
Life-Cycle Costing

This planning process supports informed decision-making and long-term sustainability of the Village's essential infrastructure.

ACTION ITEMS:

- E. **Minutes from the Regular Board of Trustees Meeting August 12, 2025:** Gina Lyon made a motion to accept and approve the meeting minutes from the 08/12/2025 meeting. Marilyn Prue seconded. Motion carried.
- F. **Bills and Warrants;** Marilyn Prue made a motion to approve the Bills and Warrants as presented. Gina Lyon seconded the motion. Motion carried.
- G. **Water Treatment Facility Generator Estimate:** The Village received several estimates for the installation of a 100-amp service hookup for the new generator at the Water Treatment Facility. Two of the three estimates were outdated and did not include all elements of the most recent bid. Marilyn Prue recommended this be investigated and reviewed at a future meeting. No action was taken at this time.
- H. **Tax Rates:** Shelia Martin sent a notice to the Trustees regarding the Village tax rate based on the updated Grand List and previously voted on funds to be raised during the March 2025 Annual Village Meeting.

Trustee's Notice of Tax Rate
Incorporated Village of Barton

TO: Shelia Martin, Treasurer

We hereby certify that the within and foregoing is a rate bill of taxes assessed by us upon the Grand List of Incorporated Village of Barton for the year 2025 pursuant to law, and to the vote of Barton Village, Inc., at the meeting legally warned and held in said Village of Barton on the 11th day of March, 2025

We further certify that the rate included in the said bill, given grand list of \$435,643.50 as follows:

General Fund - Village – Raise \$76,193.911749
Highway – Raise \$425,041.329757
<u>Water Dept. Capital Debt</u> (Raise \$56,982.17.....)	.1308
<u>Wastewater Capital Debt</u> (Raise \$57,156.43.....)	.1312

Total tax rate \$1.4126

Dated at Barton, Vermont this 26TH day of August, 2025.

Gina Lyon made a motion to accept and approve the tax rate notice. Marilyn Prue seconded the motion. Motion carried.

- I. **NEK BROADBAND AGREEMENT:** Erik Townsend of NEK Broadband attended the Village Trustee Meeting to discuss the verbal discussion and proposed agreement with the Village. The Village has pending NEK Broadband invoices for previously make-ready work that the Village has paid the contractors for. The resistance to pay by NEK was due to the cost of the tree trimming work being significantly higher than originally estimated. The contractor's invoices came in much higher than were estimated due to multiple reasons. While this more rigorous trimming resulted in unanticipated expenses, it benefits both Barton Electric customers, NEK Broadband, and other attached companies by improving infrastructure reliability and access. As part of the financial reconciliation, NEK Broadband has an outstanding balance to the Village, with a final agreed-upon payment reduction of \$90,000. The total adjusted balance of \$276,009.07 reflects the \$90,000 reduction and \$13,000 credit issued. Marilyn Prue made a motion to approve and settle the agreement as presented. Gina Lyon seconded the motion. Motion carried.

DISCUSSION ITEMS:

- J. **FEMA Update:** Nothing new to report

Department Updates:

Office:

Julie Nelson will be attending the AMI meeting with Gina Lyon on Thursday in Swanton. AMI is a system that uses smart meters, communication networks, and data management systems to enable two-way communication between utilities (like electric, water, or gas providers) and customers.

Key Features of AMI:

- Remote meter reading (no need for manual reading)
- Real-time usage data collection
- Automatic outage detection
- Improved billing accuracy
- Enhanced customer access to usage information
- Support for time-of-use rates and energy conservation programs

Wastewater Treatment Plant:

Gina Lyon met with Aldrich & Elliott to explore additional grant opportunities. The most promising option is the 3M Northern Borders Grant, which preapplications are due Friday, August 29th. As of Saturday, the treatment plant is operating in manual mode due to high testing levels. A SolarBee unit, previously used at May Pond but damaged over one winter years ago, is being repaired in hopes it can assist with lagoon circulation.

Hydro Electric Plant:

Weekly project meetings are held via Microsoft Teams every Thursday. Denis reports high satisfaction with the project's progress.

Penstock #1: Sandblasting and sealing have been completed. The old head gate removal and associated demolition work have also been done. A new head gate was delivered on August 22nd.

Penstock #2: This section is being fully replaced.

The brick powerhouse building is recognized as a historic structure.

Electric Department:

Gina Lyon and Julie Nelson will be attending the AMI Kickoff Meeting in Swanton.

Department of Public Works (DPW):

A walk from May Pond to the reservoir took place, revealing several additional beaver dams and other obstructions, which have since been cleared. This walk was warranted due to the low water levels and identifying root cause of the reduction of water (outside of lack of rain). Upcoming ditch clearing is being discussed for Eastern Avenue and Glover Road.

Water Treatment Plant:

The reservoir water level has increased, and beaver relocation efforts are underway.

Hydro flow testing is scheduled for tomorrow. 8/27/2025.

Hydrant flushing will take place on Thursday and Friday. 8/28 & 8/29 (limited in scope due to lack of rain).

Coordination is ongoing with the State to schedule a site visit to evaluate the potential for blending surface water with well water.

A new notice from the State reported that TTHM (Total Trihalomethanes) levels exceeded the acceptable limit. This information has been posted on the Village website for the public to view. <https://bartonvt.com>.

The elevated TTHM levels have been attributed to flooding over the past two years, a situation affecting multiple municipalities per the State.

K. Other Business: MERP Update – Memorial Building

The Village will be receiving a final proposal following the extended RFP process. Contractors have now been selected, and the project is expected to come in under the grant award amount.

Stormwater Project – Memphremagog Watershed Association

The bidding process is now closed, and all bids have been received. Bid amounts varied significantly, ranging from two-figure to three-digit figures pertaining to cost. As this is a project under the direction of Patrick Hurley of the Memphremagog Watershed Association, he will oversee the project and choose the contractor. The project is scheduled to begin in April 2026.

Personnel Update

Gina Lyon is approaching her 90-day evaluation. She has submitted two evaluation structure documents to Marilyn Prue for review and to choose a format that is best suited for the evaluation. Gina will mail the chosen evaluation form to Ellis Merchant for his review and completion.

EXECUTIVE SESSION ITEMS:

- L. Executive Session - Legal Action: 1 V.S.A. § 313 (a)(1)(E) – Not needed.

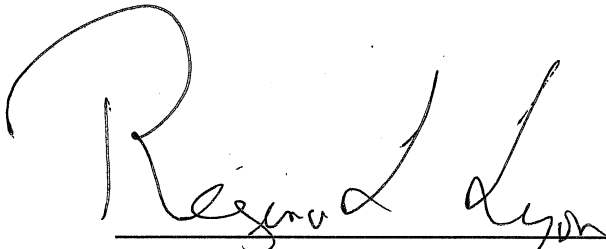
M. **Executive Session - Personnel: 1 V.S.A. § 313 (a)(3)** – Gina Lyon made a motion at 7:59pm to enter executive session. Marilyn Prue seconded. Motion carried. Upon discussion, Gina Lyon made a motion at 9:20pm to exit Executive Session. Marilyn Prue seconded the motion. Motion carried. No action was taken.

N. **Adjourn:** Gina Lyon made a motion at 9:20pm to adjourn the meeting. Marilyn Prue seconded. Motion carried.

Upcoming Meetings:

Regular Board Meeting: 09/09/2025

Regular Board Meeting: 09/23/2025

A handwritten signature in black ink, appearing to read "Regina Lyon", is written over a horizontal line.

Regina Lyon, Trustee, Board Chair