

Barton Village, Inc.

Regular Trustees Meeting Minutes

Date: Tuesday, October 28, 2025

Time: 6:00 PM

Location: Barton Village Memorial Building – Back Office

(Meeting to be moved downstairs in the event of access issues. To request relocation prior to the meeting, please contact the office at 802-525-4747, Monday–Friday, 7:30 AM–4:00 PM.)

1. Call to Order

Chair and Village Business Manager Gina Lyon called the meeting to order at 6:00 PM.

2. Attendance

- Present: Gina Lyon (Chair, Village Business Manager), Marilyn Prue (Trustee), Ellis Merchant (Trustee), Jacqueline Laurion (Clerk)
 - Absent: None
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3. Changes to the Agenda

Item G – Community Giving Garden Update was deleted from the agenda.

4. Privilege of the Floor

- Jacqueline Laurion inquired about which campsite was being removed from Pageant Park. Gina Lyon noted one tent site and identified the RV site.
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5. Action Items

A. Approval of Minutes – October 14, 2025, Regular Trustees Meeting

Motion made by Gina Lyon to approve the minutes as presented.

Seconded by Ellis Merchant.

Motion carried.

B. Approval of Bills and Warrants

Motion made by Marilyn Prue to approve the bills and warrants as presented.

Seconded by Ellis Merchant.

Motion carried.

C. Appointment to Vermont System Planning Committee (VSPC) Board

Discussion held regarding VSPC's request to assign new members.

- Gina Lyon to serve as Primary Transmission-Dependent Utility Representative.
- John Abbott of Vermont Public Power Supply Authority was appointed as an Alternate for the Village of Barton.

Gina Lyon recused herself. Motion made by Ellis Merchant to appoint Gina Lyon as the primary representative and John Abbott of VPPSA as the alternate.

Seconded by Marilyn Prue.

Motion carried.

6. Discussion Items

A. Department Operations Updates

Department of Public Works (DPW):

- Applications have started to come in for the open part-time position on the DPW crew.
- Gina Lyon met with Sheriff Harlow and Chief Deputy Wells regarding recent concerns that residents have expressed to the Village office. Residents, Businesses & the Village Office should call the Orleans County Sherriff's Department at 802-334-3333 to report incidents promptly.
- **Salt & Sand Shed:** Delivery delayed; anticipated onsite next week. The shed is being shipped from Iowa.
- **Equipment:** Snow blower attachment for the skid steer is in poor condition. An estimated \$3,000 repair would last approximately one more year. Andy Sicard is seeking estimates for a replacement.
- **Road Maintenance:** Ellis Merchant raised concerns about new potholes. Gina Lyon will have Andy Sicard reassess roads, weather permitting.

Electric Department:

- AMI pole replacement projects completed.
- Installation of Data Collection Units on new poles is underway.

Hydro Department:

- Project progressing on schedule.

Water Treatment Plant:

- Pneumatic pistons failed temporarily, causing a brief plant shutdown. Replacement parts are being investigated to be ordered.
- A brief discussion was held on new water meter options; Gina and Andy reviewed options with FW Webb with Village of Orleans staff.

Wastewater Treatment Plant:

- Nate and Jeremiah are covering Water Treatment Plant operations while Lucas is on vacation.

Office:

- Sheila Martin implemented a new time-off request form to improve payroll auditing capability.
- Office Staff meeting was held; recommendation made to begin collecting resident emails and phone numbers to verify, correct, and enter in the computer systems for improved communication and alerts.

7. Other Business

No additional items reported.

8. Executive Session

Motion: Gina Lyon moved to enter executive session for items **J** and **K** at **6:40 PM**.

Seconded: Marilyn Prue.

Motion carried.

J. Legal Action – 1 V.S.A. § 313(a)(1)(E) – No action taken.

K. Personnel – 1 V.S.A. § 313(a)(3) – at 8:40pm Gina Lyon made a motion to exit Executive Session. Marilyn Prue seconded. Motion carried. Gina Lyon made a motion to offer the DPW Utility Worker Part-time Position to Reginald Prue, JR. Ellis Merchant seconded. Motion carried. Gina Lyon made a motion to offer the 2026 Pageant Park Caregiver Position to Donald and Leona Farnsworth. Ellis Merchant seconded. Motion carried.

9. Adjournment

Motion made by Gina Lyon at 8:42pm to adjourn.

Marilyn Prue seconded.

Motion carried.

Upcoming Meetings

- Regular Board Meeting – **November 11, 2025**
- Regular Board Meeting – **November 25, 2025**

Respectfully submitted,

Jacqueline Laurion, Clerk

Regina L. Lyon, Trustee Board Chair