

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

Tuesday, February 10, 2026

To begin after 6:00pm Wastewater Treatment Facility Project Informational Meeting  
Barton Village Memorial Building – Downstairs Hall

Attendance: Gina Lyon (Chair, Business Manager), Marilyn Prue (Trustee), Ellis Merchant (Trustee), Audrey Grant (NEKO), Ed Barber(Newport Daily Express), Jacqueline Laurion (Clerk)

**Agenda**

- A. **Call to Order** – Gina Lyon called the meeting to order at 7:25pm.
- 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 January 27, 2026** - Gina Lyon made a motion to approve the minutes as presented for the January 27<sup>th</sup>, 2026, Trustee Meeting, Ellis Merchant seconded the motion. Motion carried.
- E. **Minutes from the Special Board of Trustees Meeting February 05, 2026** – Gina Lyon made a motion to approve the minutes as presented for the Special Board of Trustees Meeting on February 5<sup>th</sup>, 2026. Ellis Merchant seconded the motion. Motion carried.
- F. **Bills and Warrants:** Marilyn Prue made a motion to approve the bills and warrants as presented. Ellis Merchant seconded the motion. Motion Carried.
- G. **Updated Job Descriptions:** Gina Lyon presented updated job descriptions for approval, with an effective date of February 23, 2026. The positions updated include Utility Billing Clerk, DWP Foreman, Water Plant Manager, and Hydro Plant Manager. The previous versions were outdated and required revisions to reflect the current daily operations and IBEW agreement. Gina Lyon made a motion to approve the updated job descriptions as presented. Marilyn Prue seconded the motion. Motion carried.
- H. **Updated Personnel Policy:** This also needed to be updated to reflect IBEW agreement and current insurance rates. Appendix B was also updated for any part-time employees for the Village of Barton. Gina Lyon made a motion to approve as presented, and Ellis Merchant seconded. Motion carried.
- I. **NEKO 2026 Rental Agreement:** Audry Grant of NEKO was present to update the yearly agreement for the Memorial Hall rental. Gina Lyon made a motion to approve the 2026 rental agreement with Audry Grant representing NEKO. Marilyn Prue seconded the motion. Motion carried. Gina to send Audry a copy of the signed agreement and Audry will be in the office the following week to pay for the year's rent.
- J. **Big Bill through Act 27 (H.493) \$30,000 Appropriation:**  
Big Bill through Act 27 (H.493) awarded Barton Village with \$30,000 as local economic damage grants distributed to municipalities through the State to address the secondary economic impacts of 2023 and 2024 flooding events. Monies from this grant cannot be expended on FEMA related projects. Discussion was had about how to utilize this. For now, it was decided to code it as MISC income under the Village Fund for future disbursement.

A discussion was held regarding the appropriate allocation of the funds. It was agreed that the \$30,000 grant would be divided evenly among three departments: \$10,000 to Highway, \$10,000 to Water Treatment, and \$10,000 to Wastewater. Gina Lyon made a motion to allocate the \$30,000 grant as outlined, noting that this

distribution had originally been discussed at the October 14, 2025, meeting. Marilyn Prue seconded the motion. Motion carried.

**DISCUSSION ITEMS:** None.

**K. Department Operations Updates:**

**Office:**

The first in-house billing cycle was completed with a few expected hiccups; however, the office staff worked collaboratively to ensure the billing was finalized and delivered to the post office before closing on January 30, 2026.

A representative from the sorting machine company inspected the equipment and determined that the paper being used was too glossy and slick, preventing the rollers from properly gripping it. Appropriate paper has since been ordered, and it is anticipated that next month's billing process will run more smoothly.

Cost savings are already being made by bringing this function back in-house.

**DPW (Public Works):**

Cargill (salt supplier) advised on February 6, 2026, that the distributor in Shelburne is expecting a rail delivery early this week. The Village has received one of the two outstanding salt orders. In addition, Reggie Prue obtained three loads of salt from the State of Vermont District 9 VTrans. The Village is applying salt to roads as conditions require. Appreciation was extended to the State of Vermont District 9 VTrans for their assistance. Ellis Merchant noted that he would like to place orders earlier in the year moving forward to help avoid supply impacts in future winters.

The International truck has been repaired and will be fully serviced this weekend. It is expected to be back on the road for next week. Unused parts are being returned, and a reduction to the final invoice is anticipated due to issues and delays caused by the parts provider during the repair process.

**Water Treatment:**

Gina Lyon submitted the reimbursement for AMP costs last week after a little bump in the road, but the Village should be receiving the reimbursement soon.

**Wastewater:**

Site visits happening tomorrow, 2/11/2026. Bond vote happening 02/12/2026. The information meeting took place at 6pm on 2/10/2026.

**Electric:**

The Village obtained estimates for two tree-trimming projects and is awaiting direction from Orleans on how they recommend we proceed.

The Public Utility Commission (PUC) approved an electric rate increase of 4.12%. Since September 2025, the Village had been collecting the originally requested 5.61% increase. As a result, the Village will review the affected billing periods and issue credits to homeowners for the difference between the 5.61% collected and the approved 4.12% rate.

The Village anticipates submitting another request to the PUC later in 2026 for an additional rate increase of approximately 3%. This is due to the increase in power supply costs that all Electric Utility Companies are enduring.

**Hydro Plant:**

Project delayed:

Ongoing cold weather continues to create challenges with cement work. Despite the conditions, one thrust block was successfully poured last week, along with completion of additional project components. Installation remains on track for completion by the end of February, with the plant anticipated to be back in operation at the beginning of March.

While progress is being made, cold temperatures are slowing certain aspects of the work. VPPSA has been kept informed of the situation.

The river remains dry, and even if the plant were currently operational, power generation would be minimal under the existing conditions.

L. **Other Business:** None.

**OTHER ITEMS:** - None.

**EXECUTIVE SESSION ITEMS:**

M. **Executive Session** - Legal Action: 1 V.S.A. § 313 (a)(1)(E) – If needed.- None.

N. **Executive Session** - Personnel: 1 V.S.A. § 313 (a)(3) – if needed.-None.

O. **Adjourn-** Gina made a motion to adjourn at 8:03 PM. Ellis Merchant seconded the motion. Motion carried.

**Upcoming Meetings:**

**Regular Board Meeting: 02/24/26**

**Regular Board Meeting: 03/10/26**

  
Regina L. Lyon, Trustee, Board Chair