

BARTON VILLAGE, INC.
MEETING OF THE TRUSTEES
DRAFT MINUTES
SEPTEMBER 25, 2017 6 PM

PRESENT: Nate Sicard, Cathy Swain, Tin (Justin) Barton-Caplin, Evan Riordan, Kassy Harmon (Barton Ambulance), Chance Griffon (Barton Ambulance), Debby Willard (Barton Ambulance), Cathy Rainstein, Dolores Chamberlain, Lallie Mambourg (NEK Council on Aging)

- A. Call to Order: 6:05 p.m by NS
- B. Changes to Agenda/Additions or Deletions
 - a. CS – Contracts under Executives Session (no change needed as already warned)
- C. Meeting Minutes September 11, 2017
 - a. JBC motioned to approve the September 11, 2017 minutes, CS seconded. Unanimous approval.
- D. Privilege of the Floor
 - a. None
- E. Old Business
 - a. Lien Discharges
 - i. JBC motioned to approve the following lien releases in Barton, Vermont (unless otherwise noted):
 1. 175 Pepin Road (Brownington)
 2. 381 Main Street
 3. 930 VT RT 5A (Charleston)
 4. 295 High Street
 5. 89 Main Street
 6. 290 Glover Road
 7. 263 Pond Road (Brownington)
 8. 2951 Willoughby Lake Road (Brownington)
 - ii. CS seconded. Unanimous approval
 - b. Coin Drop Application
 - i. Trustees discussed the Coin Drop Application with the Barton Ambulance representatives specifically inquiring about the expired non-profit status, the past due accounts with Barton Village, and how the Trustees could assist.
 - ii. Barton Ambulance representatives indicated that Luke Willard was actively working on securing an active non-profit status.
 - iii. JBC motioned to approve the Coin Drop Application for September 30, 2017 contingent on proof of actively in process of securing non-profit status, CS seconded. Unanimous approval.
 - iv. CS motioned to approve the Glover Senior Center Coin Drop Application for October 8th, 2017 with an alternative date of October 7th, 2017, JBC seconded. Unanimous approval.

F. New Business

- a. None

G. Other

- a. DWP Updates

- i. NS provided an update of DWP projects

- b. Electric Department Updates

- i. Evan Riordan provided a brief update on Electric Department projects
 - ii. NS recommended that BVI become a member of Vermont Associations of General Contractors to receive support when a VOSHA violations occurs

- c. Approval of Bills, Warrants, and previous Warrants signed

- i. JBC motioned to approve bills, warrants, and previous warrants signed, CS seconded.

- d. Trustee Mail

- i. None

- e. Office Updates

- i. CS shared that there will be additional journal entries to fix previous Due To / Due From accounting system errors. This will result in another restatement of financial statuses.

- ii. Website Updates—

- 1. Evan indicated that the website would be completed by Tucker Dunleavey and not his employer Powershift. Powershift will be contracted for the website / domain name maintenance.
 - 2. CS motioned to correct the motion from a previous Trustee Meeting to authorize Evan to contract with Tucker Dunleavey (instead of Powershift) for web development, JBC seconded. Unanimous approval.

- iii. Audit RFP

- 1. CS indicated needing previous documents from previous BVI Audit RFP.

- iv. Senior Center Facility Planning

- 1. Announcement that Barton Senior Center was closing and offering no more meals /events after Friday.
 - 2. To discuss options to continue the NEK Council of Aging meals contract, discussion transitioned to Executive Session (see below).

H. Executive Session

- a. JBC motioned to enter Executive Session at 6:35 p.m. with Evan Riordan, Lallie Mambourg (NEK Council on Aging), Dolores Chamberlain, and Cathy Rainstain to discuss contract options related to the NEK Council on Aging meals contract; CS seconded. Unanimous approval.
- b. CS motioned to exit Executive Session at 7:20 p.m., JBC seconded. Unanimous approval.
- c. CS motioned to update security of Building Facilities, JBC seconded. Unanimous approval.
- d. JBC motioned to convene a Community Meeting on October 3rd at 5 p.m. to discuss future of memorial hall, CS seconded. Unanimous approval.

- e. JBC motioned to enter Executive Session at 8:47 p.m. with Evan Riordan to discuss personnel and contracts, CS seconded. Unanimous approval.
 - f. CS motioned to exist Executive Session at 10:03 p.m., JBC seconded. Unanimous approval.
- I. Adjourn:
- a. JBC motioned to adjourn at 10:05 p.m., CS seconded. Unanimous approval.

Submitted by Tin (Justin) Barton-Caplin | Board Clerk

Attested by Shelia Martin | Village Clerk