

BARTON VILLAGE, INC.
MEETING OF THE TRUSTEES
DRAFT MINUTES
April 23, 2018 6PM

PRESENT: Nate Sicard, Cathy Swain, Evan Riordan, Kate Kran, Jane Peters (The Chronicle)

- A. Call to Order: 6:00 p.m. by NS
- B. Changes to Agenda / Additions or Deletions
 - a. CS, moved to add old business to discuss the Ming's House Cleanup., NS 2nd. Agenda revised.
- C. Meeting Minutes April 9, 2018
 - a. CS motioned to approve minutes including revising the date of the next meeting to April 23, 2018 not Mae 14, 2018. NS seconded. Unanimous approval to move as amended.
- D. Privilege of the floor
 - a. None
- E. Old Business:
 - i. NS discussed that he was provided a follow up from the Village DPW foreman that the cleanup was scheduled for this week based on a discussion with the owner. No action taken.
- F. New Business
 - a. Finance
 - i. Kate provided an update for our annual financial audit. Documents prepared by client list was complete, auditors are expected in early May for field work.
 - b. Budget change request/purchase of digger truck.
 - i. Evan discussed that he would like to move \$42,214 to an account to purchase a used digger truck. Description for moving is on each budget change form. C.S moved and N.S. seconded to approve a budget change request forms as follows.
 1. \$7,000 from 21-1-00-355 to 21-1-00-392.000
 2. \$16,214 (additional revenue from sale of Utopus) to 21-1-00-392.000.
 3. \$4,000 (FEMA reimbursements) to 21-1-00-392.000.
 4. \$2,000 from 21-6-00-930.000 to 21-1-00-392.000.
 5. \$4,000 from 21-6-00-598.000 to 21-1-00-392.000.
 6. \$9,000 from operating margin to 21-1-00-392.000.
 - ii. Evan requested that the transferred funds into 21-1-00-392.000 be uses as an upper limit to purchase a used digger truck. CS moved and NS 2nd to approve Evan to purchase a truck up to \$42,214. A brief discussion about BVI's procurement policy ensued. Ending discussion a vote in favor was unanimous.
 - c. Sale of Memorial Building Generator
 - i. Andy provided a request to sell the old generator to Lerioux Bros. Auto for \$500. He posted the sale on craigslist and this sale was comparable to or previous sale of the generator at the WWTF. CS moved to approve the sale, NS 2nd. The motion carried.
 - d. Pageant Park rate Updates.
 - i. Kate provided an updated rate schedule to include 2018 daily camper rates to increase from \$35 to \$40 to account for the available sewer hook ups. There will likely be little impact as all of the camper sites are booked as seasonal's. CS moved to approve the amended schedule, NS 2nd. Further discussion that 2019 rates will be set letter this summer after the electric costs are reviewed. No other discussion, after a vote, the motion carried.
 - e. Lunchbox proposal for use of the Library Lot.
 - i. CS moved to approve a letter request from the Lunchbox Van to use the parking lot next to the library as in previous years, 2nd by NS, further discussion required that a proof of insurance be in place prior to use. No further discussion, the motion carried.

- f. Consider 30 day notice junky yard letters.
 - i. 100 Glover St., 141 Park St., 356 Elm St., 155 High St., 161 High St. 253 High St., 286 High St., 40 West St., 16 Hubbard Hill.
CS moved to approve sending 30 day notice letters to the addresses listed, NS 2nd. DPW staff will mail out certified letters tomorrow and follow up after 30 days to contact the law enforcement to issue tickets.
 - ii. Issuing official.
A brief discussion that Nate spoke with the Sheriff's Department, they have enforced the ordinance in the past and have no issues enforcing again as long as we notify them of any court dates.
- g. Draft highway letters to VTrans.
 - i. NS provided a draft letter to VTrans discussing a request to assume control of the State Highway System through Barton Village. The draft, previously sent out to Trustees was discussed for content and edits. CS moved to allow NS to finalize the draft with staff and to mail prior to the next meeting, NS 2nd and the motion carried.
- h. Electronic filling of maps.
 - i. NS discussed that he scanned a number of old maps that were rolled up in the office and deteriorating. Hard copies will be folded and filed away.
- G. Other
 - a. Approval of Bills, Warrants, and previous Warrants signed
 - i. CS motioned to approve bills, warrants, and previous warrants signed, NS seconded. Unanimous approval.
 - b. Trustee Mail
 - i. Trustees received a notice from the Barton Town zoning administrator of a pending hearing for 515 Main St.. Barton Village is an abutting landowner.
 - c. Office/Facility Updates
 - i. Temporary Custodian
 - 1. Kate provided two options for advertising a temporary custodian position or services. C.S. moved to allow BVI staff to solicit and fill the service needs as soon as possible, also to terminate the service or position as they see fit. N.S. 2nd. Edits were made to the draft advertisements, following the revisions, the motion carried.
- H. Executive Session
 - a. None
- I. Adjourn: CS motioned to adjourn at 7:38 p.m., NS seconded. Unanimous approval.

Date of Next Meeting: May 14, 2017

Submitted by Nathan Sicard | Chair

Attested by Shelia Martin | Village Clerk