

BARTON VILLAGE, INC.  
MEETING OF THE TRUSTEES  
MINUTES  
April 24, 2017 6 PM

PRESENT: Nate Sicard, Cathy Swain, Tin (Justin) Barton-Caplin, Evan Riordan, Elizabeth Trail (Barton Chronicle), Kevin Tartaglio (BVI Fire Dept), Tim Powell (BVI Fire Dept), Dave Kennison (via telephone, Farm & Forest Century 21)

- A. Call to Order: NS called the meeting to order at 6:01 p.m.
- B. Changes to the Agenda / Additions or Deletions
  - a. Ross Environmental: Landowners / Contaminated Soils / Soil Treatment Form
  - b. CS motioned to approve the addition, JBC seconded. Unanimous approval.
- C. Meeting Minutes – April 10, 2017
  - a. CS recommended edits to the minutes and motioned to approve the April 10, 2017 Minutes as amended, JBC seconded. Unanimous approval.
- D. Privilege of the Floor
  - a. Kevin Tartaglio requested approval to purchase bunker gear at \$1,710 per item x 6 items = \$10,260 with funds being expensed/transferred from the Equipment Reserve Fund.
    - i. Since this item was not warned, the Trustees took no action, but indicated their support of the purchase of the bunker gear—an official motion to approve the purchase and authorize a transfer of \$10,260 from the Fire Department Equipment Reserve Fund could be made at the next meeting in time to pay the invoice.
    - ii. Trustees reminded Fire Department Chiefs that the Fire Department is part of the Village and must familiarize themselves with the Financial Management and Procurement Policies as they applied to the Fire Department as well.
  - b. Kevin requested permission for a BVI Fire Dept Coin Drop the weekend of the Yard Sale
    - i. Trustees indicated that Kevin should work with Emily or other BVI Staff to complete the Coin Drop Form
    - ii. Since BVI Fire Department is part of the Village, Kate or another BVI staff should work with Kevin to determine if BVI needs the Coin Drop Rider for that day.
- E. Old Business
  - a. Trustees Duties for 2017
    - i. CS nominated NS to be chair and JBC to be Board Clerk. No other nominations
    - ii. CS motioned to approve the nominations, JBC seconded. Unanimous approval.
  - b. Project Updates:
    - i. Facilities Policies
      - 1. Further discussion of the Facilities Policies, including costs of using community spaces
      - 2. CS motioned to approve the Facilities Policies and User Agreement as proposed and subsequently amended during the meeting, JBC seconded. Unanimous approval.
    - ii. Sale of 271 Elm Street

1. Discussion of contracting with a real estate company. Discussion moved to Executive Session to finalize Contract Details with vendor.
- iii. Ross Environmental: Land Owners | Contaminated Soils | Soil Treatment Form
  1. NS indicated that contaminated soils were being stored on municipal property with appropriate precautions and that the Contaminated Soils Form must be executed by the property owners.
  2. JBC motioned to authorize NS to complete and execute the Soil Treatment Request Form, NS seconded. Unanimous approval.

c. Pageant Park

i. 2017 Season Rates and Rules – Changes for 2018 Season

1. Discussion of 2017 rates
  - a. CS motioned to offer Families of 3 or more a season pass for \$45, JBC seconded.
2. Discussion of Changes for 2018
  - a. Discussion of including electric charges into seasonal rate and possible changing the seasonal rate from \$1,500 to \$1,800
  - b. JBC mentioned that since each site as a current meter, perhaps the modified seasonal rate would cover electric usage up to a certain value (either dollar amount or KWHs used) and beyond that the user would be responsible for additional charges
  - c. No action taken on 2018 changes

F. New Business

a. Accounts

i. Auditor Requested Write Offs

1. Discussion of possibly putting the accounts out to a debt collector
2. CS motioned to authorize a write of \$6,646.59 and for BVI staff to explore possible debt collection options, JBC seconded.

ii. Liens

1. JBC motioned to authorize and execute Electric Department liens (Total Amount \$18,424.35) and Water/Sewer Liens (Total Amount \$7,985.84) for the properties listed below, CS seconded. Unanimous approval.
  - a. Electric Department Liens (Town of Residence is Barton unless indicated):
    - i. 31 Auger Hole Road (\$401.59)
    - ii. 11 Evergreen Drive, West Charleston (\$1,340.43)
    - iii. 785 Dutton Brook Lane, Brownington (\$1,798.16)
    - iv. 2774 Dane Hill Road, West Charleston (\$2,559.79)
    - v. 90 Glover Road (\$693.76)
    - vi. 1145 Evansville Road, Brownington (\$7,281.63)
    - vii. 50 Willoughby Lake Road (\$2,095.73)
    - viii. 226 Whiting Lane, Brownington (\$584.85)
    - ix. 50 Hoadley Road, Brownington (\$1,668.41)
  - b. Water / Sewer Liens:
    - i. 51 Harrison Ave (\$1,286.24)

- ii. 76 Water Street (\$786.36)
- iii. 90 Glover Road (\$1,729.41)
- iv. 33 Park Street (\$1,941.03)
- v. 17 St. Paul Street (\$1,030.05)
- vi. 50 Willoughby Lake Road (\$589.75)
- vii. 414 High Street (\$623.00)

b. Lunchbox Use of Parking Lot Adjacent to Library

- i. JBC motioned to approve Lunchbox Use of Parking Lot Adjacent to Library contingent on submission of insurance rider with BVI indicated, CS seconded. Unanimous approval.

c. Office

i. Maintenance Agreement – Printer

- 1. CS motioned to authorize the agreement for the Brother machine, JBC seconded. Unanimous approval.

d. Equipment

i. Sale of Plow & Purchase of New Plow

- 1. Andy Sicard, DPW Foreman requested to sell old plow and purchase a new, lighter one, to avoid future damage
- 2. CS motioned to authorize Andy Sicard to sell the current plow for \$4,000 or best offer, JBC seconded. Unanimous approval.
- 3. CS motioned to authorize Andy Sicard to purchase a new plow, utilizing funds from the sale of the old plow, and motioned to authorize a transfer from reserve funds if needed, JBC seconded. Unanimous approval.

ii. Bids for Hydro Control System

- 1. Evan Riordan discussed the need to make improvements on the hydro control system and reviewed the quotes from Electrical Controls of Maine and Whitehall Control Systems.
- 2. JBC motioned to authorize Evan to contract with Electrical Controls of Maine for services and equipment not to exceed \$38,024.00, CS seconded.

iii. Open bids on Old Bucket Truck

- 1. Five bids were received.
- 2. JBC motioned to authorize Evan to sell the bucket truck “as is” to the highest bidder for the amount of \$11,150 and to sign a bill of sale indicating that the purchase is “as is”, CS seconded. Unanimous approval.

e. Solar Projects

- i. Discussion of the large solar project on Aldrich Lane
- ii. JBC motioned to have the Board of Trustees submit a letter to the Public Service Board expressing concerns about the project and requesting that Evan Riordan represent BVI’s interests in a hearing, CS seconded. Unanimous approval.

G. Other

- a. Approval of Bills, Warrants, and previous Warrants signed
    - i. JBC motioned to approve bills, warrants, and previous warrants signed, CS seconded. Unanimous approval.
  - b. Trustee Mail
- H. Executive Session
- a. CS motioned to enter Executive Session at 9:05 p.m. with Evan Riordan and Dave Kennison (via telephone) to discuss contracts, JBC seconded. Unanimous approval (Dave Kennison joined at 9:15 and left at 9:40).
  - b. JBC motioned to exit Executive Session at 9:52 p.m., CS seconded. Unanimous approval.
  - c. JBC motioned to authorize NS to execute a seller's agreement with Farm & Forest Real Estate to list and assist with the sale of the 271 Elm Street property for a flat fee of \$2,000 if the property sells during the period of the agreement, CS seconded. Unanimous approval.
- I. Motion to Adjourn
- a. JBC motioned to adjourn at 10:55 p.m., NS seconded. Unanimous approval.

Date of Next Trustee Meeting: May 8, 2017

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

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Attested by Shelia Martin | Village Clerk