

BARTON VILLAGE INC.  
MEETING OF THE TRUSTEES  
DRAFT MINUTES  
August 26, 2019 6 PM

PRESENT: Nate Sicard, Cathy Swain, Tin (Justin) Barton-Caplin, Kate Kran, Patsy Tompkins, Dolores Chamberlain

Call to Order: Called to order by NS at 6:05 p.m.

- A. Changes to Agenda / Additions or Deletions
  - a. None
- B. Meeting Minutes July 22, 2019 and August 12, 2019 Minutes
  - a. JBC motioned to approve July 22, 2019 and August 12, 2019 Meeting Minutes, CS seconded. Unanimous approval.
- C. Privilege of the Floor
  - a. Patsy Tompkins (BASSI)
    - i. Discussion of clutter in the Memorial Hall. Trustees clarified the position that there seems to be a lot of items accumulating in the Memorial Hall space and that this space needs to remain open for other users of the facility.
    - ii. Discussion of Floor Cleaning:
      - 1. Kate clarified that the custodial services contract only requires floor cleaning in Memorial Hall once per month
      - 2. Discussion that the coordination of the timing could be coordinated so that BASSI staff/volunteers are only putting chairs up when the cleaning will occur
    - iii. Discussion of Utility Costs / Rents
      - 1. Trustees repeated the desire to get BASSI's rent to at least cover the utility costs associated with their occupancy in the building
    - iv. Discussion of BASSI Officers
      - 1. Trustees made note that the Executive Director and the Treasurer were the same person and that it is fairly irregular to have this arrangement or at the very least open the organization up to future financial risk.
      - 2. Patsy indicated the Secretary of State's Office indicated that this arrangement was not illegal.
    - v. Discussion of facility items:
      - 1. Patsy let the Trustees know of the following facility issues:
        - a. Kitchen door of white refrigerator (the community refrigerator) the gasket needs to be replaced as the door doesn't stay closed
        - b. Snow Removal: Patsy asked if assistance could be sought when major snow storms occur and the snow is extremely high
        - c. Handicap Parking: Discussion of additional slots and/or enforcement

- vi. Discussion of Red Cross Shelter & Exits & Fire Drills & Emergency Procedures
  - 1. Patsy expressed a desire to have Emergency Procedures and drills
  - 2. Mentioned that there were Defibrillators for sale as part of the ambulance auction
- D. Old Business
  - a. Water / Sewer Account Collection Policy
    - i. JBC motioned to table, CS seconded. Unanimous approval.
- E. New Business
  - a. Setting 2019 Tax Rates
    - i. Discussion that the over all tax rate was comparable to last year's and actually a little lower (2019 \$1.1651 vs 2018 \$1.175)
    - ii. CS motioned to approve the tax rates (see below), JBC seconded. Unanimous approval.
      - 1. General Fund – Village 0.1548
      - 2. General Fund – Highway 0.7738
      - 3. Water Capital Debt – 0.1292
      - 4. Waste Water Capital Debt – 0.1073
  - b. 2020 Budgeting
    - i. Discussion of the need to get information organized and start setting draft budgets
- F. 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.
      - 1. Discussion of need to have monthly budget vs actual.
  - b. Trustee Mail
    - i. None
  - c. Office / Facilities
    - i. NS provided Trustees an update that ANR is asking for a flyer to go out in water/sewer bills related to no burn barrels.
- G. Executive Session:
  - a. JBC motioned to enter Executive Session at 7:30 pm with Kate Kran to discuss personnel issues, CS seconded. Unanimous approval.
  - b. CS motioned to exit Executive Session at 8:34 p.m., JBC seconded. Unanimous approval.
- H. Adjourn: JBC motioned to adjourn at 8:37 p.m., JBC seconded. Unanimous approval.

*Rev @ next meeting.*

Date of Next Meetings: September 9, 2019

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

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Attested by Shelia Martin | Village Clerk