

BARTON VILLAGE INC.
MEETING OF THE TRUSTEES
MINUTES
November 25, 2019 6 PM

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

Call to Order: Called to order by NS at 6:00 p.m.

- A. Changes to Agenda / Additions or Deletions
 - a. None
- B. Meeting Minutes November 12th, 2019 Minutes
 - a. JBC motioned to approve November 12th, 2019 minutes, CS seconded. Unanimous approval.
- C. Privilege of the Floor
 - a. None
- D. Old Business
 - a. None
- E. New Business
 - a. None
- 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.
 - ii. October Budget vs Actual
 - 1. Kate emailed copies of financials
 - b. Trustee Mail
 - i. NEMRC letter for renewal
 - 1. Discussed increased cost due to cybersecurity
 - c. Office / Facilities
 - i. Review 5-year draft strategic plan for highway operations
 - 1. JBC presented a hard copy of suggested edits to date. This sparked a discussion of the intended audience / purpose of the document. Trustees agreed that though the document was originally to satisfy a VTrans requirement, that ideally the document would be for Village residents and help create a strategic plan to guide the priorities of the Trustees,
 - ii. Electric Department Operations
 - 1. Account Write Offs
 - a. Kate shared that the list of account write offs was not yet ready to take action.

iii. Water / Sewer Operations

1. Approval of accounts to be sent to Tax Collector for March 2020 sale.
 - a. CS motioned to approve and execute the Warrant to the Delinquent Tax Collector for Water/Sewer accounts, JBC seconded. Unanimous approval.

iv. Highway

1. None

v. Consider Infant in the Workplace Policy

1. Trustees discussed the proposed Infant in the Workplace Policy adapted from the State of Vermont policy by Kate.
2. JBC motioned to approve the proposed Infant in the Workplace Policy contingent on IBEW approval, CS seconded. Unanimous approval.

G. Executive Session:

- a. JBC motioned to enter Executive Session at 8:00 p.m. with Kate Kran to discuss personnel issues and electric department contracts that would have potential impact on personnel and implications for contract negotiations where the premature disclosure of information would put the Village at significant disadvantage, CS seconded. Unanimous approval.
- b. JBC motioned to exit Executive Session at 8:13 p.m., CS seconded. Unanimous approval.

H. Adjourn: CS motioned to adjourn at 8:13 p.m., JBC seconded. Unanimous approval.

Date of Next Meetings: December 9th, 2019, 2019

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

Attested by Shelia Martin | Village Clerk