

BARTON VILLAGE INC.
MEETING OF THE TRUSTEES
DRAFT MINUTES
MARCH 23, 2020 6 PM

PRESENT: Nate Sicard (via phone), Cathy Swain (via phone), Tin (Justin) Barton-Caplin

Call to Order: Called to order by NS at 6:01 p.m.

- A. Changes to Agenda / Additions or Deletions
 - a. None
- B. Meeting Minutes March 9th, 2020 Minutes & March 10th, 2020 Annual Meeting Minutes, and March 16th, 2020 Emergency Meeting Minutes
 - a. JBC motioned to approve March 9th (Regular), March 10th (Annual), and March 16th (Emergency) 2020 Meeting Minutes, CS seconded. Unanimous approval.
- C. Privilege of the Floor
 - a. None
- D. Old Business
 - a. COVID Planning Updates/Continuity of Operations
 - i. Discussion on progress of restrictions to building & how to support remote access to Trustee Meetings via a conference call platform
 - 1. Discussion utilizing screening questions and additional social distancing measures
 - b. Water / Sewer Account Collection Policy
 - i. No discussion at this time
- E. New Business
 - a. Highway Certificate
 - i. JBC motioned to approve Annual Financial Plan / Town Highway document, CS seconded. Unanimous approval.
 - ii. NS motioned to authorize JBC to execute the Annual Financial Plan, CS seconded. Unanimous approval.
 - b. Board Reorganization
 - i. CS motioned to nominate NS to serve as chair and JBC to act as Board Clerk, JBC seconded. Unanimous approval.
 - c. TRANSCO Equity Agreements
 - i. CS motioned to approve Transco Equity Agreements & authorize JBC to execute the documents, JBC seconded. Unanimous approval.
 - d. Tree Trimming Contract
 - i. CS motioned to authorize a Lefebvre Treeworks to provide up to \$10,000 in tree trimming services contingent on evidence of appropriate insurance effective March 23, 2020, JBC seconded. Unanimous approval
 - 1. Tin will work with Andy to get the contract developed / executed.
- 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.
 - b. Trustee Mail
 - i. VELCO Designation of Proxy
 - 1. No action taken
 - c. Office / Facilities
 - i. Facility Use Agreement
 - 1. CS motioned to approve updated Facility Use Policy and corresponding agreement, JBC seconded. Unanimous approval.
 - ii. Other – Seasonal Labor Planning
 - 1. Discussion that Andy is still recruiting Pageant Park
 - 2. Discussion that COVID may delay the opening of Pageant Park—will need to develop a communication plan
- G. Executive Session:
- a. None
- H. Adjourn: JBC motioned to adjourn at 8:01p.m., CS seconded. Unanimous approval.

Date of Next Meetings: April 13, 2020

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

Attested by Shelia Martin | Village Clerk