

BARTON VILLAGE INC.  
EMERGENCY MEETING OF THE TRUSTEES  
MINUTES  
SEPTEMBER 24, 2020 7:30 AM

PRESENT: Nate Sicard, Cathy Swain (via zoom), Tin (Justin) Barton-Caplin (via zoom), Kate Kran (via zoom), Andy Sicard, Julie Nelson, Emily Marlow, John Morley, Jefferson Tolman (via zoom), Bruce Melendy (NVDA, via zoom), David Snedeker (NVDA, via zoom)

- A. Call to Order: Called to order by NS at 7:33 a.m.
- B. Consider Activating Incident Command Structure
  - a. Water Supply Issue
    - i. NS discussed the current situation with the water supply
      - 1. As identified previously, the water distribution system has a significant leak that is causing approximately 1/3 more water processing at the water treatment plant each day. This has been ongoing and increasing since June
      - 2. Attempts to locate the leak by BVI & Utility Partner staff and a Leak Detection Consultant have been unsuccessful.
      - 3. Due to the drought conditions that northern Vermont is experiencing, flows into the water treatment reservoir pond from May Pond are inadequate to meet Village demand, especially with the ongoing leak.
      - 4. It's estimated that the water supply will be exhausted in 4-6 days—constituting emergency conditions.
      - 5. NS recommends activating the Village Incident Command Structure
    - ii. NS motioned to activate the Village Incident Command Structure to address the water supply emergency, CS seconded. Unanimous approval.
  - b. Action Planning
    - i. NS has reached out to DEC, ANR, NVDA, VEM, USDA, EDA, NBRC, and Vermont Rural Water to identify possible resources and/or technical assistance to address this emergency.
    - ii. NS, Andy, and Utility Partners are working with Leak Detection Consultant to identify the leak(s) as quickly as possible. This will require shut offs of different sections of the distribution system until the leak is located
    - iii. Given the leak and work needed to repair the leak, the Village will need to issue a Boil Water Notice
    - iv. Given the water supply concerns, a Water Conservation Notice will also be required.
    - v. BVI staff will send these notices out to appropriate media outlets and thru the VT ALERT system.

- vi. NS will explore resources available to bring in water – potentially pumping untreated water into the reservoir pond. National Guard resources may be available through VEM to support this.
- vii. NS and staff will explore with DEC and ANR the possibility of pumping water from May Pond below the dam level
- viii. JBC motioned to authorize BVI staff to expend as many funds as required to identify and repair the water distribution system leak and to suspend normal procurement procedures given the state of emergency, CS seconded.  
Unanimous approval.

C. Adjourn: CS motioned to adjourn at 8:12 a.m., JBC seconded. Unanimous approval.

Date of Next Meetings: September 28<sup>th</sup>, 2020

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

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Attested by Shelia Martin | Village Clerk