

BARTON VILLAGE INC.  
MEETING OF THE TRUSTEES  
DRAFT MINUTES  
May 23, 2022 6 PM

PRESENT: Nate Sicard, Tin Barton-Caplin, Jackie Laurion, Crystal Currier, Richard Morin, Joseph Gressor (the Chronicle), Donna Cincotta, Lawrence Cincotta, Kim Butler, Nancy Malmquist, Tim Degasse

NS called the meeting to order at 6:07 p.m.

- A. Changes to Agenda / Additions or Deletions
- B. May 9, 2022 Meeting Minutes
  - a. JBC motioned to approve the May 9, 2022 Meeting minutes as amended, NS seconded. Unanimously approved.
- C. Privilege of the Floor
  - a. Richard Morin – 1829 RT 105, West Charleston
    - i. Richard is hoping to purchase property from the Village so that he can put up a garage for his tenant and to have a buffer between the river and the house.
    - ii. Trustees would need to do some research on the deeds
    - iii. Trustees could add to agenda for next meeting for consideration
- D. Old Business
  - a. None
- E. New Business
  - a. Consider appointing a new Trustee
    - i. Justin Barton-Caplin resigned from the 3 year position he was just elected to as he already holds his seat that expires in 2023
    - ii. NS motioned to appoint Jackie Laurion as a Trustee, JBC seconded. Unanimously approval.
- F. Other
  - a. Approval of Bills, Warrants, and previous Warrants signed
    - i. JBC motioned to approve bills, warrants, and previous warrants signed contingent upon review tomorrow, NS seconded. Unanimous approval.
  - b. Trustee Mail
    - i. Tony Risitano – Salvation Farm inquired about using the kitchen in Memorial Hall for some limited / minimally processed food prep.
  - c. Office / Facilities / Operations
    - i. 1<sup>st</sup> Quarter Financials
      - 1. NS and Crystal are reviewing the water / wastewater plant upgrades to ensure that the capital projects are being capitalized with depreciation schedule
      - 2. Crystal pointed out there's a fair amount of outstanding bills that have been turned over to Shelia. The revenue should show up in the next quarter report.

3. NS asked about the cash flow analysis. Crystal indicated that she's still working on it.
- ii. Electric Department
    1. AR Write Offs
      - a. Discussion that some of the write offs should have been included in a tax sale on the property
      - b. Discussion that the write offs are pretty high
      - c. Recommendation to table and ask Crystal to find vendors for debt collection
    2. Line Extension / Upgrade Ap
      - a. Crystal has been working on updating the Line Extension / Serviced Upgrade Application
        - i. Crystal updated the easement document to cover both poles and underground conduit. Nate also has a copy of GMP's easement document and would like to review both before approving.
    3. Consultants
      - a. There are some consultants the Trustees would like to consider to help with the electric department but would like to speak with Counsel first.
  - iii. Water / Sewer
    1. Chem Room Ventilation Project
      - a. Three quotes – one quote didn't meet the needs of the project
        - i. JL motioned to approve the quote from Nadeau's of \$11,765 and authorize Tim Degasse to executive the proposal with Nadeau's, JBC seconded. Unanimously approved.
  - iv. Highway
    1. Equipment Rental
      - a. Electric Dept needs to rent the backhoe and skidsteer from the other Village depts and so Crystal and Trustees need to set appropriate rental rates for the equipment.
  - v. Other / Memorial Building/Parks
    1. Summer Labor
      - a. NS shared that Braydon is able to join the village again this summer.
        - i. NS motioned to hire Braydon at \$20 per hour, JL seconded. Unanimously approved.
    2. Painting Ad –
      - a. Emily did not receive any interest in the ad.

b. NS mentioned that Coventry also was looking at bids for painting and he would follow up with them to see if they had any interest.

3. Garage Property Clean Up

a. JL motioned to authorize Andy to take the rotten wood from the garage property, JBC seconded. Unanimously approved.

G. Executive Session:

a. JBC motioned to enter Executive Session with 7:24 p.m. with Kim Butler and Nancy Malmquist to discuss personnel items and to discuss contracts where the premature disclosure of information would put the Village at significant disadvantage, JL seconded. Unanimously approval.

i. Kim & Nancy left Executive Session at 7:58 p.m.

ii. Tim Degasse entered Executive Session at 8:00 p.m.

iii. JBC motioned to exit Executive Session at 9:00 p.m., JL seconded. Unanimously approved.

H. Adjourn: JBC motioned to adjourn at 9:00 pm., NS seconded. Unanimous approval.

Date of Next Meetings: June 13, 2022.

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

---

Attested by Shelia Martin | Village Clerk