

BARTON VILLAGE INC.  
MEETING OF THE TRUSTEES  
DRAFT MINUTES  
June 13, 2022 6 PM

PRESENT: Nate Sicard, Tin Barton-Caplin, Jackie Laurion, Crystal Currier (via Zoom), Bill Cicale, Suzanne Cicale

NS called the meeting to order at 6:01 p.m.

- A. Changes to Agenda / Additions or Deletions
- B. May 23, 2022 Meeting Minutes & June 1<sup>st</sup> Special Meeting Minutes
  - a. JBC motioned to approve the May 23, 2022 Meeting minutes & June 1<sup>st</sup> Special Meeting Minutes, JBC seconded. Unanimously approved.
- C. Privilege of the Floor
  - a. None
- D. Old Business
  - a. None
- E. New Business
  - i. Annual Financial Plan (TA-60)/Certificate of compliance for Village Road / Bridge Standards
    - 1. NS motioned to approve and execute the Annual Financial Plan (TA-60) and the Certificate of Compliance for Village Road/Bridge Standards and authorize Nate Sicard to execute the documents, JBC seconded. Unanimously approved.
- 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, JBC seconded. Unanimous approval.
      - 1. JBC mentioned there may be a needed adjustment from last payroll. Tim didn't send anything to Crystal or Emily so it may come thru next payroll
  - b. Trustee Mail
    - i. None
  - c. Office / Facilities / Operations
    - i. 2021 Audit Management Rep Letter
      - 1. JBC motioned to authorize Nate Sicard to execute the Management Rep Letter for the financial audit, JL seconded. Unanimously approved.
  - d. Electric Department
    - i. Railroad Master Agreement License Amendment for New Project
      - 1. JBC motioned to approve the railroad master agreement with VTrans agreement #BM8007-00-Amendment#3), JL seconded. Unanimously approved.

- ii. Use of restricted bond fund savings (R&C) for Hinton Hill Capital Improvement Project
      - 1. NS motioned to authorize Crystal Carrier to transfer the total restricted bond fund saving (R&C) for Hinton Hill Capital Improvement Project expenses up to the total allowable for transfer, JBC seconded. Unanimously approved.
    - iii. Consider Consultant Proposal for Interim Management
      - 1. Will be considered in Executive Session
- e. Water / Sewer
  - i. Wastewater Lagoon Sludge Study and Clean Out
    - 1. Tim has shared with NS that the lagoon sludge study was completed and the lagoons will need to be cleaned out soon. Also one of the lagoons needs a new liner. NS estimates that costs could be \$300,000+.
      - a. This could be either just operational expense (no liner) or a combination of capital/operational
      - b. Discussion that we should signal to Glover this may be coming
      - c. JL motioned to authorize Tim to purchase a new balance for the wastewater lab as well as authorize Tim to contract with Manosh to clean the grit from the wet well, JBC seconded. Unanimously approved.
  - ii. Water Treatment Filter Valve Replacement Project
    - 1. NS shared that Lucas is working to improve the water treatment plant operations and there are several different projects that need attention, including filter valves and blowers
    - 2. NS will work with Lucas to develop a financial plan for priority projects
  - iii. WTF – Driveway Repairs
    - 1. NS shared that Lucas would like to improve the driveway for the water treatment facility as there are areas need the loading dock that are unsafe
    - 2. No action taken
- f. Highway
  - 1. High St. Paving Award
    - a. Trustee discussed the three bids from Pike, Hutchins, and Grays.
    - b. JBC motioned to accept the Pike bid for \$196,472.92 to pave High Street and authorize Andy to negotiate paving Water Street for similar costs or an additional \$80,000, JL seconded. Unanimously approved.
    - c. JBC motioned to authorize Crystal Carrier to transfer up to \$40,000 from the restricted paving savings fund to offset costs of Water Street, JL seconded. Unanimously approved.
  - 2. Allocate Funds for Pageant Park Rd Resurfacing

- a. The Town won't continue to play the Pageant Park Rd until the Village portion of the road is resurfaced.
      - b. NS would like to allocate \$8,000 for purchasing crushed ledge product
      - c. JBC motion to authorize Andy to spend up to \$8000 to purchase crushed ledge product to resurface Pageant Park Rd and motioned to authorize Crystal Currier to transfer up to \$8000 funds from the restricted paving savings fund for this, JL seconded. Unanimously approved
    - 3. Operation Updates
      - a. Crosswalks will be painted this coming week.
  - g. Other / Memorial Building/Parks
    - i. Sale of Old Fire Station Building Consider Requesting New Bids / Request for Reassessment
      - 1. Due to additional interest in the 144 Main Street parcel, the Trustees are issuing a 30 notice with intent to sell and issuing advertisement for bids to sell the property to the bidder that provides the greatest positive impact to the Village.
      - 2. JBC motioned to approve Notice to Sell Real Estate and the Advertisement for Bids as amended and to authorize NS to request a tax reassessment of the 144 Main Street parcel, JL seconded. Unanimously approved.
    - ii. Park Facility Needs
      - 1. JL shared that the opening procedure needs improvement as well as facility improvements
        - a. JL has been supporting the caretaker but improvements and safety issues need to be addressed.
        - b. Discussion of possible staffing models for next year
        - c. Discussion of fixing the slide
        - d. JL will follow up with Andy
    - iii. Memorial Building Operations
      - 1. Linda has started cleaning the memorial building. JL will follow up to see if Linda is able to clean the bathrooms periodically.
- G. Executive Session:
  - a. JBC motioned to enter Executive Session with 8:24 p.m. 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. JBC motioned to exit Executive Session at 8:55 p.m., JL seconded. Unanimously approved.
    - ii. JBC motioned to approve the proposal for professional services with Energy Environment Solutions and authorize NS to execute any subsequent agreements, JL seconded. Unanimously approved.

H. Adjourn: JBC motioned to adjourn at 9:25 pm., NS seconded. Unanimous approval.

Date of Next Meetings: June 27, 2022.

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

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Attested by Shelia Martin | Village Clerk