

BARTON VILLAGE INC.
MEETING OF THE TRUSTEES
DRAFT MINUTES
December 27, 2022 6 PM

PRESENT: Tin Barton-Caplin, Jackie Laurion, Crystal Currier (viz zoom), Marc Nadeau (Nadeau's Plumbing), Nate Sicard

- A. JL called the meeting to order at 6:12 p.m.
- B. Changes to Agenda / Additions or Deletions
 - a. None
- C. Meeting Meetings – Dec 12 and Special Meeting on Dec 19, 2022
 - a. JBC motioned to approve the December 12, 2022 meeting minutes and December 19, 2022 Special Meeting minutes, JL seconded. Unanimously approved.
- D. Privilege of the Floor
 - a. None
- E. Old Business
 - a. None
- F. New Business
 - a. None
- G. Other
 - a. Approval of Bills, Warrants, and previous Warrants signed
 - i. AP warrant had numerous errors and so Trustees did not approve.
 - ii. JBC motioned to approve payroll warrants signed, JL seconded. Unanimous approval.
 - iii. JBC motioned to authorize JL to approve and execute the corrected AP warrant with adequate backup/documentation once received by staff, JL seconded. Unanimous approval.
 - b. Trustee Mail
 - i. Coin Drop Application – Glover-Barton Senior Meals Request
 - 1. Trustees briefly discussed and decided to table the approval until next meeting and provide feedback that the location needs to change for safety and traffic flow reasons.
 - c. Office / Facilities / Operations
 - i. Discuss Options for Video Meetings
 - 1. JL requested the Trustees consider doing zoom at all meetings.
 - a. NS outlined a few concerns about having BVI equipment and logins to do it consistently.
 - b. JL will work with staff to get BVI equipment for this purpose and will take the lead to have the appropriate set up for every meeting. Trustees will periodically reassess how its working to see if they want to continue the practice

- ii. Highway
 - 1. Large pothole on Main Street
 - a. Andy fixed the large pothole on Main Street, but a car did hit the pothole and blew their tire out.
- iii. Water / Sewer
 - 1. JBC to authorize use ARPA funding to pay for the following two WTF Projects, JL seconded. Unanimous approval.
 - a. \$10, 877.06 WTF Analytics
 - b. \$5,817.85 WTF SCADA Project
- iv. Electric Department
 - 1. Updates with Patty / Chris
 - a. No updates
 - 2. DPW Staff & Electric Dept Operations
 - a. Crystal requested clarification on use of DPW staff for Electric Dept Operations.
 - b. Trustees provided clarification that DPW staff are not available for routine electric dept operations
 - c. Crystal will follow up with office staff with guidance
 - d. Trustees are supportive of DPW staff being available in emergency situations but further clarification is needed from the Trustees about what DPW staff can and cannot do in those situations.
 - 3. Delinquent Tax Collector
 - a. Trustees received notice of delinquent taxes being submitted to the Delinquent Tax Collector:
 - i. 33 Park Street
 - ii. 173 West Street
- v. Other / Memorial Building/Parks
 - 1. Municipal Building HVAC Meeting with Contractors
 - a. Marc Nadeau came in to discuss the furnace for the Memorial Building and to provide recommendations for the heating system
 - b. Marc shared that the furnace was sized for the building and yet much of the building isn't being heated and is causing too much pressure in the system
 - c. Marc would like to come back with his team for 2-3 days to evaluate the steam traps and make a better assessment of the system. He'd like to try and do this sometime near the end of January.
 - d. Marc recommends not doing the full work until spring.
 - e. Marc also recommends not turning the heat off completely in the theater or top floor.

f. JBC motioned to authorize Marc Nadeau and his team to do an assessment at the end of January 2023, JL seconded.
Unanimous approval.

2. 126 Main St. Lease

a. Trustees discussed the lease agreement and supported the agreement with some clarification needed on the reference to restricting the Town of Barton from eminent domain.

3. BVI Policy Review And Adding to Website

a. JBC would like to do policy reviews of the BVI policies in 2023 and add all finalized policies to the BVI website. Trustees are on board with this plan.

4. Bids for Pageant Park Tree Removal

a. JBC motioned to approve and accept the bid for tree removal from EM Tree Care for \$4,900 to be completed by mid-February 2023 contingent on proof of insurance, JL seconded.
Unanimous approval.

H. Executive Session:

a. JL motioned to enter Executive Session at 8:24 p.m. to discuss contracts and personnel items, JL seconded. Unanimous approval.

b. JBC motioned to exit Executive Session at 9:44; p.m., JL seconded. Unanimous approval.

i. No action taken

I. Adjourn: JBC motioned to adjourn at 9:44 pm., JL seconded. Unanimous approval.

Date of Next Meetings: January 9, 2023

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

Attested by Shelia Martin | Village Clerk