

**Barton Village, Inc.**  
**Regular Trustees Meeting**

Monday, July 10, 2023

6:00 pm

Barton Village Memorial Hall

Attendance: Gina Lyon (Chair), Ellis Merchant, Marilyn Prue, Nate Sicard, Crystal Currier (via Zoom) Mark Nadeau (Nadeau's Plumbing & Heating), Ed Barber (Newport Daily News), Dave Billado, Jacqueline Laurion (Clerk)

**Agenda**

- A. **Call to Order:** 6:01PM by Gina Lyon
- B. **Changes to the Agenda/Additions or Deletions:** Adding Mr. Nadeau to speak about the Municipal Building boiler. Changed agenda and moved OTHER ITEMS to the top of the agenda so Mr. Nadeau could advise Trustees of boiler situation.
- C. **Other Items: (Moved from M)** Current steam boiler is red tagged and not repairable. Steam boilers are very hard to come by. Mr. Nadeau has offered a few options pertaining to zones in the building. Hall, Office, Theater, American Legion rooms, and garage. If changed to Oil boilers, they can install by fall. Steam boiler may not be available until after September. The conversation turned to grant funding or any state incentive programs to help assist with the funding for a new boiler.
- D. **Privilege of the Floor:** Nate Sicard presented a flash drive to the Trustees for the projects he has worked on over his tenure as Chair to the Board Trustee for Barton Village. He was sent a letter asking for assistance with a few open projects that the former Trustees were involved in. He provided context to a few former projects and current ones that he was working on prior to March of 2023.

**ACTION ITEMS:**

- E. **Minutes from Regular Board of Trustees Meeting June 12, 2023** – Updated June 12<sup>th</sup> minutes have been amended to correct Sunrise Avenue. It was listed as Sunset Road in error. Motion made by Gina to accept the amended minutes and Marilyn 2<sup>nd</sup> the motion. The motion was approved.
- F. **Minutes from Regular Board of Trustees Meeting June 26, 2023** – No updates needed. Marilyn motioned to approve the minutes as submitted, Ellis 2<sup>nd</sup> the motion and the motion was approved
- G. **2023 Tax Assessments** – Marilyn motioned to accept the taxes to be collected for 2023 as voted on by Village voters in March of 2023. Ellis 2<sup>nd</sup> the motion and all approved. All three Trustees signed the letter confirming the 2023 Tax rates.

- H. **CY 2022 Audit:** Marilyn asked Crystal for the Village to bid out the next audit of accounts. Crystal will do so and come back later with some figures. Trustees then reviewed the audit. Marilyn had a few questions, and Crystal was able to review those with her. Marilyn motioned to accept and approve the audit as presented. Gina seconded it. The CY 2022 audit was approved.

**DISCUSSION ITEMS:**

- I. **Personnel Policy** – Crystal updated the personnel policy manual to be consistent across the board. The Board reviewed and all agreed with the updates that were made. This came up due to any future part-time hires for the Village.
- J. **ESS Report:** Patty Richards and Chris Recchia submitted a report to the Trustees regarding the options they have regarding the Barton Electric Department. The report is located with the agenda packet loaded on the website for this meeting. The Trustees agreed to hold off on meeting with ESS as the report appeared complete enough to answer any current questions.
- K. **BMB Use of Space:** Barton Memorial Building use policy was reviewed. Further discussion will be held at a future time.
- L. **Management/Staff Report** – 1) IRP- approximately twenty-five questions submitted by the Public Service Department to VPPSA. 2) Office hours for the Village Office on Fridays will be changed from closing at noon to the public on Fridays to staying open till 4pm. 3) Response from the fifteen impacted Village residents has been very low on the notices regarding smoke testing done to sure up the sewer lines on residential properties.

M. **MOVED OTHER ITEMS to C**

**EXECUTIVE SESSION ITEMS:**

- N. Personnel [1 V.S.A. §§ 313 (a)(3)]

At 7:57 pm, Gina made a motion to enter executive session as allowed under 1 V.S.A. §§ 313 (a)(3) to discuss potential hire of a public employee.

The Board came out of executive session at 8:40 p.m.

Gina Lyon made a motion to offer the Business Manager position to Vera LaPorte and instructed Crystal Currier to work with Ms. Laporte on the terms of employment. It was agreed that the position would include three (3) weeks of vacation rather than the two allowed per the personnel policy. The motion was seconded by Ellis Merchant and the motion was approved. Marilyn Prue abstained.

- O. The meeting was adjourned at 8:45pm

**Date of Next Regular Board Meeting: July 24, 2023**

**Submitted by Regina (Gina) Lyon, Board Chair**

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**Attested by Shelia Martin, Village Clerk**