

Derby Line, Vermont

Trustees Meeting

05/19/15

Derby Line Village Hall

Draft

Call to Order

Present were Trustees Keith Beadle, Buzzy Roy, and Lindsay Brainard. The meeting was called to order by Trustee Keith Beadle at 6:30 p.m.

Others Present

Karen Jenne, Rob Joyal, Don Kurzman and others who signed in. Also present was Village Assistant Clerk/Treasurer Laurie Moss.

Buzzy moved the minutes of the May 6, 2015, meeting be approved and accepted as written. Lindsay seconded, motion carried.

Buzzy moved the reading of the Rules of Procedure be waived. Lindsay seconded, motion carried.

The Public Record Request Form: This form is for the people who may request reports from the Village and to let the clerk know what forms or reports they would like. It also states that the clerk has up to five day to produce this report for them and also keeps track of who has what form so if there are any questions later, we have it in writing.

Buzzy made a motion to accept the Public Record Request Form, Lindsay seconded and all were in favor.

Village Audit: Keith and Laurie met with Corrette & Associates last Wednesday, May 13th. They discussed that the report had unreconciled figures. The report

indicated that there were amounts that were negative and that should be positive. Corrette suggested that we need to reconcile these accounts before he could do the audit. Buzzy and Laurie will get together the week of May 25th and start on this project. Lindsay and Nikole Brainard also offered their services to help in reconciling the accounts. Corrette said if we reconciled the accounts, he would do the audit for \$9,000 or if the accounts were not reconciled, it would cost up to \$25,000. We still haven't heard from Gene Besaw's office and Keith said he would give him another call. Keith thinks we should have an audit based on what he saw with Corrette. The Village has an investment portfolio that the Village started about 20 years ago and if we decide to have an audit, we could use some of these funds to help with the cost. The Village has not budgeted for this expense so this would be an option. Laurie will look into making sure the portfolio isn't designated for something else in order to use the money. Buzzy would like to wait until all accounts are reconciled, then decide on an audit because of the amount that it will cost the Village. Buzzy would like to wait until next meeting to decide what to do next.

Vermont Electric Coop Water Break on Main Street: There was a water line and sewer line that the Vermont Electric Coop managed to hit with their equipment putting up new poles. The Village employees had to repair both lines and the Vermont Electric Coop will pay for all damages and manpower. Brian had all the parts listed that he used but needs to know the amount to charge for the three employees with overtime. The amount of \$52.50 for each employee was agreed upon and the invoice will be sent to the Vermont Electric Coop.

Special Meeting on June 9: The special meeting is set to elect a Village Clerk, Treasurer, Tax Collector and a Village Auditor. For this meeting, we need a moderator and a couple of Justices of the Peace. Laurie will call Frank Davis since he has a list of Justices of the Peace. Laurie called the Town of Derby office to obtain copies of the voter list to post in the Village and have ready for the meeting.

New Business from Trustees and Treasurer:

Sidewalk: Buzzy placed a call to Chad last week and finally received an email back from Chad. Chad stated that he was appointed Town Manager for St. Johnsbury. He also stated that he will no longer be working for Dufresne and

Joanne Jonesday will be responsible for the Project. Buzzy expressed for two months how disappointed he was on how long they to complete the sidewalk project. Buzzy was concerned that Dufresne is working on their timetable not ours. Buzzy will confront them with his concern.

Softball Field at the Park: Lindsay Brainard is working with the Border Youth Softball Committee and would like to update the baseball field that is closest to the playground. The field was designed for a baseball field and so far, the girls' softball teams are the only league that plays on that field with the exception of the younger little league players. The older little league players use the Derby Elementary School baseball field. The Border Youth Softball Team has talked about this update for years and are prepared to update at their own cost. The Border Youth talked to Brian Fletcher about their changes on this field. The Trustees agreed to the changes to the park for the softball field and the league will maintain the field for the years to come. Buzzy moved that we allow the Border Youth to update the baseball field to a softball field at their expense and maintain the field at the Border Youth's expense. Lindsay seconded and Keith so voted.

Keith announced that Derby Line has a bridge next to Tivoly and we cannot access it because it crosses to Rock Island. The State of Vermont High Division Report is telling us that it is in good condition. The bridge had been closed for about 20 years when the Border Patrol asked us to close it.

Lillian Kelley had sewer backup problems due to the Village having a plugged sewer pipe. She had repairs made to her home and is very happy with the way everything went to get it back to normal. The Village was under the impression that her deductible was met when we sent a check for \$200. Laurie has received calls from Lillian's insurance and the deductible was for \$1,000. The Trustees agreed to send Lillian the remainder of the deductible.

Keith spoke with Brian Fletcher about the Hewson's issue and it is the Village's responsibility to fix and pay for the problem. That area of the Village has roots that are busting the pipes. This was completed many years ago and was not done to today's standards. As long as we have pipes like that, we are going to have problems. The streets affected are Beauchesne Street to Corkins Street. There was

discussion on how to fix the problem but Brian needs to be present to continue the planning and funding of the project.

Business from the Audience: Dan Kurzman came to talk about his lawn that the engineers had done for him. He was not impressed with the engineers and job they did for the Village as far as the landscaping. Percy, the contractor of the project, is coming back to Derby Line and has to address this issue. The minutes of May 6, 2015, has the information on all the areas that need to be fixed. The agreement was that Percy has to put everything back to the condition that it was which is in the contract. Percy has until October to fix this problem or they will be liable. We have to give them time to come back and correct the problem. Keith will call Wayne Elliott to inform him that Percy was not here to repair the lawns and like to know when he will be back to the Village.

Nikole Brainard is concerned about a dog that is always out on the corner of Main Street and Caswell Avenue. The dog is not friendly when you walk by. Also, the dog is not on a leash. The owner is in an apartment building on the second floor. She lets the dog walk all over town and lucky the dog has not been hit. The Village has a leash law and Nikole needs to call the Derby Dog Catcher and report the dog. If there are enough complaints, they will remove the dog from that home.

Karen would like a report on the remainder balance of the clerk/treasurer's account. Buzzy and Laurie will be working on the Village accounts this week and will have them ready for her at the next meeting.

Karen was concerned about the bills that were sent out and due June 1st. The bills were sent out on May 15th so the bills should have been due June 15th. Laurie has been having problems with the NEMRC billing. The bills weren't adding correctly for the overdue invoices. Laurie had to wait for NEMRC to adjust the invoices. Laurie and Buzzy Roy will be looking in the account next week to answer Karen's questions. Nikole Brainard stated that needs to be a little understanding on the situation of the vacant Town Clerk's position.

Rob Joyal is concerned about the mandatory recycling that will be in effect in July. We should not put the trash cans out in the Park and let people take their own garbage with them. Keith will research how Austin and other trash companies are

handling the recycling in our area. With the deadline approaching, we need to be prepared.

There are two catch basins that need to be repaired on Elm Street and Brian is getting estimates to repair them. The catch basins are all brick inside and they are replacing it with cement. Buzzy asked if it would be a cost on the water project or the Village. Rob will check. He wasn't sure.

In front of Craig Ellam's house, there is a water leak and Rob asked if there would be money left over from the water project so they could replace the pipe from Craig's onto Hammerhandle Road to Mike Girard's house. Buzzy asked if this would be a project that the Village employees could do or would they have to put the project out to bid. Since the Village can lay so many feet of pipe per year, would this be a possibility to do? The Trustees will look into this matter in the future and get back to Rob.

Rob was explaining that the backhoe needs a hydraulic hose and it is an expensive repair for the Village. The machine is getting old and maybe it's time for a new one. Keith suggested that renting would be an option. If it is, the convenience of having the backhoe readily available would be gone. Buzzy stated that the machine has been used and abused. The Village purchased the backhoe secondhand many years ago and it has been an asset to the Village.

Old business from the Audience:

Warrants signed.

The meeting was adjourned at 7:48 p.m.

Respectfully submitted,

Laurie Moss, Assistant Village Clerk