

Derby Line, Vermont
Trustees Meeting
March 19, 2019
Derby Line Village Hall

Call to Order:

Present were Trustees Richard Creaser, Lindsay Brainard and Keith Beadle.
Also, present were Laurie Moss, Village Clerk & Treasurer, and Madeleine Roy, Assistant Clerk.

The meeting was called to order by Chairman Richard Creaser at 6:30 pm.

No additions or deletions were made to the agenda.

Lindsay moved that the reading of Rules of Procedure be waived. Keith seconded. Motion carried.

Minutes of 03/5/19 Meeting:

Keith moved to accept the minutes of the March 5, 2019 meeting as printed. Lindsay seconded. Motion carried.

Tabled Items:

- 1) 2019 Budget – will be discussed at this meeting
- 2) Caswell Ave. Sidewalk extra flagger hours – will be discussed at this meeting

Caswell Ave. Sidewalk Project – Extra Flagger Hours:

Richard stated that he had again discussed this issue with Jon Kaplan at VTrans, who confirmed the flagger hour overage. Richard also had email conversations with Pat Travers of Staff Sterling Management who confirmed the flagger hour overage but also expressed surprise that J. P. Sicard, Inc. would seek reimbursement for same one and half years after project completion. Travers did indicate in his last email that the change order for same was sent to Sicard's for signature two weeks ago. As soon as they sign and return it to Staff Sterling, they will also sign it. Hopefully, Sicard's will issue the final bill soon thereafter.

At this point, the village had two options: 1) either enter into litigation to try and get the bill (not yet received) for these 261 + flagger hours negated, or, 2) wait for the bill and pay it. The trustees agreed that, at this point, it will be best to just pay the bill and put an end to this issue. It was suggested that the extra charges incurred for repeated renewals of the line of credit for this project be deducted from the final payment to Sicard.

Village Budget 2019:

After the last trustees meeting, the budget was finalized by Laurie with changes made by the trustees. The budget and all documents for the annual report are now at the printers and should be back this week.

Business from Trustees, Treasurer and Road Foreman:

Employee Evaluations: Brian sent word that evaluations have been completed and just need to be typed up by the village office. They will be ready immediately after the annual meeting.

Patching Potholes: The village crew has been spending this week patching potholes on village streets.

Baxter Ave: Snow had been melting and flowing onto one area of Baxter Ave. and refreezing creating a slippery area that the village road crew was unable to break up. Mario Paul Excavating was hired to break up the ice.

Auditors: Rachel Ducharme and Robert Queenin audited the village books for 2018 on Monday morning. They found no issues that need to be addressed. The only suggestion they had was to revamp the Purchase Order chart that is kept to include columns for the amount of each purchase made and the corresponding check number.

Snowmobile Club Temporary Route to the Derby Line Village Inn: Keith tried contacting Mike Koehler, President of the club, three times as he had agreed at the last meeting. He left three messages, but never heard back from him. Not many signs have been put up as they had agreed to direct snowmachiners for the correct path to the Village Inn, reduced speed limit and caution and/or stops. Because of this, the trustees agreed that it is imperative that the club create the alternate route this summer as they had agreed.

Upcoming Sewer Meeting: Laurie reminded the trustees of the upcoming sewer meeting at 1:30 pm on

April 2, 2019 here at the village hall.

New Business from the Audience: None

Old business from the Audience (5-minute limit unless otherwise directed): None

Executive Session: None

Next Meeting:

The next meeting is actually the village annual meeting on April 2, 2019 with the next regular Trustees meeting set for April 16, 2019.

Review and Sign Bank Statement: No

Warrants were Reviewed and Signed: Yes

The Last Check Printed: #14907

The meeting was adjourned at 7:00 pm.

Respectfully submitted,

Madeleine C. Roy, Assistant Village Clerk