

Derby Line, Vermont  
Trustees Meeting  
July 2, 2019  
Derby Line Village Hall

**Call to Order:**

Present were Trustees Richard Creaser, Lindsay Brainard and Keith Beadle.

Also, present were Laurie Moss, Clerk & Treasurer and Madeleine Roy, Assistant Clerk & Treasurer.

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.

**Approval of Minutes of June 18, 2019 Meeting:**

Keith made a motion to accept the minutes of the June 18, 2019 meeting as written. Lindsay seconded. Motion carried.

**Tabled Items:**

- 1) Stanstead Sewer Treatment Plant Reconstruction – to be discussed at this meeting

**Stanstead Sewer Treatment Plant Reconstruction:**

Keith reported that he and Laurie were on a teleconference with Teresa Thomas and Neil Kamman of the Dept. of Environmental Conservation recently regarding the new agreement to be formulated with the Town of Stanstead. They stated that the Province of Quebec has the Rock Island plant as a high priority because of its deteriorated condition. Kamman has several contacts in the Quebec government he will contact to get our case moving. Thomas and Kamman suggested that Derby Line not put any money into this project until the new agreement is written, signed and in place.

Keith has suggested to Stanstead that representatives of both municipalities attend a meeting at the Derby Line Village Hall tentatively set for Tuesday, July 9, 2019 at 6 pm. It has been suggested to all parties that they familiarize themselves with the Memorandum of Understanding. No negotiations will happen at this meeting, just discussions about what the new agreement should include. It needs to include that Derby Line will have a say in all future decisions about the sewer system, that the new plant is run better than it has been and that possibly an independent company be hired to regularly inspect it with regular maintenance being done to keep it in good repair.

Keith stated that the bid opening on June 25, 2019 revealed only two bid submissions. The first from Michel LeClerc was for \$7,491,000.00 and the second, from Alan General Contractors was for \$6,266,136.00. These are both in Canadian funds. Both included 15% tax and 15% contingency. Keith stated that Derby Line would be refunded 2/3 of the tax.

Derby Line's share would be \$3,022,770.00 and \$2,529,350.00, respectively. Again, these are Canadian funds. If these figures are correct, Derby Line's bond should cover the second bid.

It would take about one week for engineers from Canada and the US to evaluate the bids and then submit to the Stanstead Town Council for approval. Then, the approved bid would go to the two municipalities' treatment plant boards. It will take at least two weeks from now before a final decision is made.

**Local Project Certification and Acceptance:**

This form is needed for the completion of the Caswell Ave. Sidewalk Project. Laurie had completed it including that there were no additional construction costs. However, Richard pointed out that there were additional construction costs, so these should be noted on this form. Laurie corrected the form.

Lindsay made a motion to accept the form with the correction and to authorize the Board Chair to sign it. Keith seconded. Motion carried.

Laurie noted that she had talked with Jon Kaplan at VTrans about acquiring the final grant funds due the village.

Kaplan indicated that Sicard's original bill did not match what Derby Line originally paid him. Laurie has tried to contact Sicard several times with no reply. Lindsay agreed to call Kaplan tomorrow to get all the details on what is needed to finalize this project. He also agreed to contact Sicard.

**International Water Co. (IWC) & Village of Stanstead Exchange Rate:**

Laurie advised the Trustees that from now on she will take the amount Stanstead says they want for payment and go to the Community National Bank and have them provide a draft for the exact amount of Stanstead's bill. In the last year, the exchange rate she would get on CIBC's website was not the same as what Stanstead would use causing her to not pay them enough.

**Business from Trustees, Treasurer and Road Foreman:**

Holland Pond Water Line: The original 30-year agreement of 1996 between International Water Co., the Town of Stanstead and the Village of Derby Line has been located. It states that this water line is not to be abandoned and is to be maintained.

Flushing Hydrants: Brian Fletcher has told Laurie that he has been in direct contact with the Canadian company hired to do the flushing in Stanstead to coincide with flushing in Derby Line.

High Amount of Water Discharge: Brian is still trying to figure out why and exactly where there is a high amount of water discharge on Elm St. at 5 am every morning. Richard suggested that the village sign up for Vermont Electric Coop's Hub, which records electricity usage by the hour, to see when the high amount of electricity is being used by the Elm St. pump and see if it matches with the high amount of water discharge at 5 am.

Louis St Sewer Line: Keith asked if any more information has been received about Richard Cotreau's sewer problem. Laurie advised that we have not yet heard anything from Brian, Mario Paul Excavating or Cotreau.

Tax Sales: Laurie advised that the Michael Blake and Clifford McGee properties are up for tax sale. The notice was in this week's newspaper. She also advised that the James Turner house on Louis St. and the Kinney house on Beauchesne St. have been sold.

Water & Sewer Shutoff Notices: Laurie advised that past due/shutoff notices are going out this week. She is also being very diligent about sending them shortly after the first 30 days from original billing if not paid.

Vacant Building Ordinance: Brian has agreed to canvas the village for those vacant properties that are not in compliance with the village ordinance. Letters will then be sent to those property owners.

Village Hall Maintenance: A new steel door has been installed at the back of the hall. Several more requests have been made of local painters to paint the outside of the hall, but none seem interested.

Ash Tree Near Haskell Library: Richard stated that a state arborist has confirmed that the ash tree near the Haskell is definitely infested by the emerald ash borer. Purple traps are being put up. It has yet to be determined who owns the tree as he is not sure where the property lines are. But, regardless of who owns it, the tree needs to be taken down properly before it becomes dangerous. We may want to hold a public hearing to inform residents of what is involved and what can be done.

**New Business from the Audience:** None

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

**Executive Session:** None

**Next Meeting:** Possible meeting with Stanstead on July 9, 2019.  
The next regular Trustees' meeting is scheduled for July 16, 2019.

**Review and Sign Bank Statement:** Yes

**Warrants were Reviewed and Signed:** Yes

**The Last Check Printed:** #15098

The meeting was adjourned at 7:45 pm.

Respectfully submitted,

Madeleine C. Roy, Assistant Village Clerk