

Derby Line, Vermont
Trustees Meeting
July 7, 2020
Derby Line Village Hall

Call to Order:

Present were Trustees Richard Creaser and Keith Beadle.

Also, present were Jaret Judd, Nancy Olney, Melody Ricard, Scott Webster, Scott Jenness, Laurie Moss, Village Clerk and Madeleine Roy, Assistant Clerk.

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

No additions or deletions were made to the agenda.

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

Approval of Minutes of June 22, 2020 Regular Trustees Meeting:

Keith made a motion to accept the minutes of the regular Trustees meeting of June 22, 2020 as written. Richard seconded. Motion carried.

Tabled Items:

- 1) Stanstead Sewer Treatment Plant Reconstruction & MOU - to be discussed at this meeting
- 2) Denis Ducharme Wastewater – Richard suggested this item be removed from the “tabled” list as Ducharme has agreed to take care of this problem this summer. More information is included on this issue under Business from the Trustees, Treasurer & Road Foreman in these minutes.
- 3) Ditch along Maple St.
- 4) Annual Meeting – Tabled until at least July 15, 2020
- 5) Manhole Cover on Caswell Ave. – to be discussed at this meeting

Stanstead Sewer Treatment Plant Reconstruction Meeting and Memorandum of Understanding (MOU):

Keith stated that he had talked with Jean Charles Bellemare of the Village of Stanstead, who indicated that construction has started, but it will take a bit longer as the old plant has to be kept running during construction. Estimated completion time is Spring 2021. He also stated that the MOU still has to be signed now that both parties have agreed on its language. He agreed to contact both U.S. and Canadian border officials to see if members of the Derby Line Trustees and Stanstead Council could meet at the border for the signing, possibly this Thursday or Friday.

Water Infrastructure Financing Program/Survey Update:

Keith reported that he had today received an email from Mark Johnson of RCP Solutions, the organization that is helping Derby Line with the survey and acquisition of funds for the Stanstead Sewer Treatment Plan Reconstruction. Because surveys have been coming in slowly from village residents, the deadline has been extended to July 13, 2020. Laurie was asked to put reminders out around town and possibly a notice in the newspaper to remind people to complete and return the survey. Johnson did indicate to Keith that, hopefully, the surveys will be done on time and that funding will be approved. It will mean receiving \$2 million funding plus \$500,000 to be forgiven as originally agreed by the State of Vermont.

ATVs in the Village of Derby Line:

Scott Jenness of the local ATV club was present to ask the Board of Trustees to consider bringing an ATV trail into Derby Line. Presently, the trail comes up Elm St. as far as the village line. Their request is to continue on Elm St., go down Breakneck Hill, up Baxter Ave., and south on Main St. so that they can go to the Derby Line Village Inn. If permission is granted for these streets by the Trustees, a request would then have to be made to the State of VT to travel on Main St. as this is a state highway. Considerable discussion took place among all present. Keith asked Jenness to provide a map of the trail system entering into and leaving Derby Line so that residents could see where ATVs would be allowed to travel. He also asked Jenness to verify that ATVs have to be registered and the driver has to be licensed in order to travel on town roads, which Jenness did. Jenness noted that the ATV season runs from May 15th to Oct. 1st, and that a temporary resolution until Oct. 1, 2020 with mandates that the Trustees want included could be put in place.

Richard stated he is not comfortable taking any action on this issue until there is a full Board of Trustees in place. Because of the present coronavirus restrictions, this will not realistically happen until at least mid-August when

we might be able to hold the annual meeting. However, there is no guarantee of that. Keith agreed. They would prefer this proposal were made at a meeting when more village residents/voters were present. Jenness agreed to have a map available at the next Trustees meeting and possibly a list of signatures of Derby Liners who are in favor of this proposal. **Tabled.**

Business from Trustees, Treasurer and Road Foreman:

Painting of Village Hall: Laurie reported that painters are progressing well on the scraping and painting of the outside of the village hall. However, they had to rent a lift as they discovered that much of the caulking was coming off as they scraped and several of the clapboards had to be replaced. Going up and down ladders was just too time consuming. They have primed two sides so far.

Manhole Cover on Caswell Ave: Jaret reported that he has contacted two local contractors to repair and replace the manhole cover at the top of Caswell Ave. near Pelow Hill that has dropped considerably. A quote has been received from Ducharme Excavating for \$3,010.55 and Ducharme has stated that he can perform the work during the first week of August 2020. Jaret also received an estimate from The Farmyard Store for additional materials and rental needed for \$1,087.00. He has also contacted Juddy's Septic Service to plug the next manhole up so that workers would not have to work in water when repairing the manhole near Pelow Hill. His estimate is for four hours at \$125.00 per hour (discounted from \$175.00 per hour) for a total of \$500.00. Jaret stated he thinks the total job will not cost more than \$5,000.00.

Keith made a motion to authorize Ducharme Excavating to repair the Caswell Ave. manhole as per the quotes received and described by Jaret. Richard seconded. Motion carried.

Dead tree on Caswell Ave: Jaret stated that a dead tree on Caswell Ave. that is hanging over the road needs to be taken down before it falls into the road. Because the village road crew is only three people that would have to do the cutting and flagging, he would like authority to hire a tree service to take the tree down. The village road crew can clean it up. A. Tree Service (A. Chapdelaine) was suggested to him. Nancy Olney stated that they had had this same tree service do work for them and that he does an excellent job. The Trustees authorized Jaret to go ahead and hire this tree service.

Sewer Blockage on Elm St: Jaret reported that a blockage happened on Elm St. this past weekend that had to be fixed. They found a piece of clothing caused the blockage.

Derby Line Ambulance Building on Beach St: Laurie stated that she has been in contact with USDA (who used to hold the loan on this property), the Community National Bank and the Town of Derby Town Clerk about this property, but no one knows who owns it at this point. She will contact the Derby Listers to see if they have any information on its ownership.

Karl Loukes Trailer on Elm St: Laurie also advised that the old abandoned trailer owned by Karl Loukes near the old dump across from St. Edward's Cemetery has been removed and the lot has been landscaped. There is no longer any need to charge for water and sewer at that location.

Change of Salary Payment Method for Village Clerk: After Laurie agreed to waive going into Executive Session, Richard explained to all present that the Trustees were wanting to discuss changing her salary from hourly to a straight salary. This stems from the office being open only part time during the coronavirus. However, Laurie has been doing all the required work in that shorter amount of time and it is not proper to penalize her for having to stay in the office with not much to do. She has been using up her sick and comp time to bring her weekly salary up to the full 34 hours. Richard also stated that by state statutes, town and village clerks can set their own hours. Laurie submitted her proposal to the Trustees of a straight salary based on last year's gross earnings for her duties in the Water and Sewer department.

Keith made a motion that the village pay the Village Clerk the annual salary of \$29,500 divided equally between the Water and Sewer departments. Richard seconded. Motion carried.

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 scheduled for July 21, 2020.

Review and Sign Bank Statement: Yes

Warrants were Reviewed and Signed: Yes

The Last Check Printed: #15759

The meeting was adjourned at 7:50 pm.

Respectfully submitted,

Madeleine C. Roy, Assistant Village Clerk