

Derby Line, Vermont  
Trustees Meeting  
October 20, 2020  
Derby Line Village Hall

**Call to Order:**

Present were Trustees Richard Creaser, Sarah Webster and Keith Beadle.

Also present were Nancy Olney, Melody Ricard, Laurie Moss Village Clerk and Madeleine Roy, Assistant Clerk.

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

**Additions to the agenda:**

- A. Halloween in the village

Keith made a motion to waive the reading of Rules of Procedure. Sarah seconded. Motion carried.

**Approval of Minutes of the Oct. 6, 2020 Meeting:**

Keith made a motion to accept the minutes of the Oct. 6, 2020 meeting as written. Sarah seconded. Motion carried.

**Tabled Items:**

- 1) Stanstead Sewer Treatment Plant Reconstruction & MOU – no new information on this project.
- 2) Ditch along Maple St. – no new information on this project.
- 3) Soil Contamination/Drilling Issue at old garage – to be discussed at this meeting.

**NEMRC's Trial Balance, Balance Sheet Reports & Several Bank Accounts:**

Laurie explained that she has been working with NEMRC to update the village accounting to cash basis. In so doing, for example, the budgets as we have been seeing them include a beginning checking account balance, which should not be included when building a budget. In a budget, only the revenues and expenditures for the coming year should be included, making for a more accurate picture of the village's accounting.

The balance sheet now includes Village Assets, which also include several Savings and CD accounts that are earmarked for a specific project or fund. These are not really General Funds. It is recommended that these specific fund accounts be closed out and incorporated into the General account as long we keep track of the individual amounts that were in these specific funds. Laurie will set up General Ledger accounts for each of these funds. Long Term debt will also be tracked.

Keith made a motion to close out the accounts now for designated funds and set up separate General Ledger accounts. Sarah seconded. Motion carried.

**Soil Contamination/Drilling Issue at Old Garage on Ducharme Dr:**

Keith noted that we are not much further along on this issue than we were at the last meeting. He had not heard back from his email to Matt Becker at the Agency of Natural Resources, so he called him and found that Becker had not received that email. He emailed him again and Becker agreed to contact Jay Gonyaw of Gonyaw Environmental Services. It seems that only messages can be left on Gonyaw's phone. Gonyaw has not yet responded. Keith did make it clear to Becker that winter is coming and that there is not much time left to get this resolved this fall. He also made it clear that the village is complying totally with their requests, yet to no avail up to this point.

**Painting Inside of Village Hall:**

Laurie noted that the inside of the hall needs painting since it has many nicks and places where the wallboard has been peeled away. It has been many years since anything cosmetic has been done to the inside of the hall. She has received a quote from Travis Blake, who did the outside painting this summer. Keith asked if there might be some grants from Historic Preservation that could be accessed. Richard said there likely are, but Historic Preservation requires that so many hoops be jumped through that it is almost not worth it. It would be okay if the goal would be to preserve what is there now, but the cost would most likely be prohibitive to comply. Keith also asked if this year's budget has money for this painting, or if it should be included in next year's budget. Laurie agreed that it probably should be in next year's budget. She also agreed to put together some recommendations of color combinations to present to the Trustees at a future meeting. Richard stated that even

though we have one bid from a painter that we are familiar with, we should still put it out to bid.

**Halloween Trick or Treating in the Village:**

Laurie has been receiving several calls from villagers wondering if trick or treating will be allowed this year because of COVID-19. It was recommended to tell any callers that if they feel unsafe in receiving trick or treaters, they should just turn their lights out so that children do not come to their door.

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

Soil Erosion at Valentine Ave: Laurie noted that all the grant paperwork for this project has been completed and submitted to the Orleans County Conservation District.

Baling of Leaves: Laurie indicated that the road crew has started baling leaves. She has received some money from someone wanting some of the bales. The balance that is not sold is brought to the stump dump.

Paving Needs: Keith noted that the manhole areas on Caswell Ave. are starting to get deep and dangerous. He wondered if we have heard from the paving company yet. Laurie agreed to ask Brian to see if something can be done to at least patch these holes.

Computer for Village Garage: Laurie advised that a computer has been purchased and set up with proper programs for the garage. They now have their own email address.

**New Business from the Audience:**

Melody Ricard noted that somewhere between Beaufort St. and Valentine Ave. there are a couple of dogs that bark constantly. Keith indicated that there probably is not much that can be done except to report them to the town Animal Control Officer, if the owner of the dogs in question is known.

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

**Executive Session:** No

**Next Meeting:** The next meeting will be on Nov. 3, 2020 at 6:30 pm.

**Review and Sign Bank Statement:** No

**Warrants were Reviewed and Signed:** Yes

**The Last Check Printed:** #15941

The meeting was adjourned at 7:25 pm.

Respectfully submitted,

Madeleine C. Roy, Assistant Village Clerk