

Derby Line, Vermont
Trustees Meeting
June 15, 2021
Derby Line Village Hall

Call to Order:

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

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

The Executive Session held starting at 6 pm for employee evaluations ended at 6:36 pm.

The regular meeting was called to order by Trustee Richard Creaser at 6:37 pm.

Additions or Deletions to the agenda: Ford Truck Title & new truck purchase agreement.

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

Approval of Minutes of the June 1, 2021 Meeting:

Keith made a motion to accept the minutes of the June 1, 2021 meeting as written. Sarah seconded. Motion carried.

Tabled Items:

- 1) Stanstead Sewer Treatment Plant Reconstruction – nothing new on this issue
- 2) Ditch along Maple St. – nothing new on this issue
- 3) Soil Contamination/Drilling Issue at Old Garage – Richard stated that we are still waiting for State of Vermont approval of no soil contamination at this location and then the sale of the garage will be pursued.

Grant Agreement with State of VT for Paving of Baxter Ave:

Richard had completely read through the agreement and noted that the total cost of paving Baxter Ave. is shown as \$64,875.90 of which \$53,900 will be covered by this grant leaving just under \$11,000 to be paid by the village. Brian noted that Pike Industries has confirmed that they will get to this job just as soon as they can after July 1, 2021.

Sarah made a motion to authorize Richard, as Chair of the Board, to sign this grant agreement as written. The agreement provides \$53,900 toward a total cost of \$64,875.90 with the village responsible for the balance. Keith seconded. Motion carried.

Village Office Computer:

Laurie brought it to everyone's attention that the present computer in the office was purchased in 2012 making it close to ten years old. She is now experiencing problems with Outlook and is worried that the system will crash at some point in the near future. Before that happens, she has done some research with the same company (Office Systems of VT) from which the village is now leasing the new photo copier. They have offered a new state-of-the-art computer, 24-inch monitor and all other related equipment as well as set-up, ongoing repair service, backup of all documents, regular updates, and Ransomware and firewall protection. Right now, the only information that is backed up regularly is the accounting by NEMRC. All this service would cost \$115.00 per month for a three-year contract. Laurie agreed to confirm with NEMRC that they would not anticipate any problems when transferring their program and information.

Sarah made a motion to enter into an agreement with Office Systems of VT for a three-year contract at \$115.00 per month for the above-described computer system and related services. Keith seconded. Motion carried.

Employee Evaluations:

As a result of employee evaluations held earlier in the evening, Keith made a motion to approve 4% raises for all employees on the village road crew. Sarah seconded. Motion carried.

New Truck Purchase Agreement:

A discussion followed as to whether or not an extended warranty is needed for the new truck. The agreement shows that it will come with 3 years/36,000 miles of bumper-to-bumper coverage as well as 5 years/60,000 miles coverage for powertrain. It was decided that with this coverage, extended warranty should not be needed. Brian

also noted that the village emblem, as seen on the village letterhead, and "Village of Derby Line" will be shown on the doors of the new truck.

Keith made a motion to authorize Laurie to sign the title of the old truck over to the dealership. Sarah seconded. Motion carried. Motion carried.

Business from Trustees, Treasurer and Road Foreman:

Street Line Painting: Brian reported that line painting is nearly all done throughout the village.

Garbage Problem: Brian reported that lately Casella has not been picking up all the garbage as promised. The garbage cans in the park have been forgotten. They have had to call Casella's to complain. He will continue to monitor.

Valentine Ave Lagoon Project: Jaret reported that this coming Monday, work will begin on the Valentine Ave. lagoon. Since receiving the original quotes for material, prices have gone up considerably. In view of this, he has fabricated some items himself to save some money.

Ditching of Louis and Maple Sts: Ditching at these two locations will also be done within the next week when they already have the excavator rented for the Valentine Ave. project.

Baxter Ave Port-a-Potty: Brian asked the Trustees if a port-a-potty can be rented from Juddy's as has been done in past years to be placed near the trees and cannon in the park. With several activities going on in the park, a port-a-potty is needed. Laurie agreed to call Juddy's to get it taken care of.

Fountain at Elm & Main: The fountain will be sandblasted and re-painted soon.

Truck/Trailer on Laythe & Valentine: Jaret reported that he had spoken to the owner of the truck/trailer that was being parked in the road on Laythe St. advising that it is illegal to do so. The owner was understanding and the truck/trailer have not been seen there since.

Trees on Sunset Terrace: Sarah noted that there are several tree limbs hanging over the road on Sunset Terrace that should probably be taken down. Brian agreed to go there and see what needs to be done, if the village road crew can do it or if VT Electric Coop will be having to do it if the limbs are near power lines.

Properties Along Canadian Border: Keith reported that he had been in contact with the Village of Stanstead about some properties along the border that are not now paying for water and sewer to Derby Line and should be since their water and sewage is pumped through our pumping system and recorded on our flow meter. Stanstead agreed that Derby Line should put together a list of those properties in question, submit it to them and start billing them accordingly.

Church St. near Haskell Library: Jaret noted that there appears to be something happening on the border at the library to indicate the government might be wanting to put up a gate there.

New Business from the Audience: None

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

Executive Session: Held before the regular Trustees meeting for employee evaluations.

Next Meeting: The next regular meeting is scheduled for July 6, 2021 at 6:30 pm.

Review and Sign Bank Statement: No

Warrants were Reviewed and Signed: Yes

The Last Check Printed: #16409

The meeting was adjourned at 7:40 pm.

Respectfully submitted,
Madeleine C. Roy, Assistant Village Clerk