

Derby Line, Vermont
Trustees Meeting
August 3, 2021
Derby Line Village Hall

Call to Order:

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

Also, present were Jaret Judd, Karen Jenne Laurie Moss, Village Clerk and Madeleine Roy, Assistant Clerk.

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

Additions or Deletions to the agenda:

- Edward Gosselin Caswell Ave Property
- Asset Management Training

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

Approval of Minutes of the July 6, 2021 Meeting:

A correction was made to the agenda, which showed that minutes of the June 16, 2021 meeting needed to be approved. This should have shown July 6, 2021.

Keith noted that a correction on Page 2 of the July 6, 2021 minutes was needed. Under *Business from Trustees, Treasurer and Road Foreman/New Water Pump*, this should have shown as *New Sewer Pump*.

Keith made a motion to accept the minutes of the July 6, 2021 meeting as written with the above correction. Sarah seconded. Motion carried.

Tabled Items:

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

Stanstead Wastewater Treatment Plant:

Keith reported that he had talked with Jean Charles Bellemare at the Town of Stanstead, who indicates that the new plant should be completed this month or next month. He also indicates that costs are on budget. Karen Jenne suggested that we have Stanstead post photos or a video on their website of the new construction so that everyone can see the progress.

Haskell Library:

Keith said he had spoken to the library's Board President, Paula Halbedl, who said that their Board would like to build a sidewalk from Church St., across the library lawn to the front door. Customs and Border Protection (CBP) is concerned about people entering the U.S. illegally and has wanted to put up a fence across Church St. However, CBP has no money for such border barriers. CBP could force the closure of the library, which is of grave concern to residents on both sides of the border.

Village's New Truck:

Jaret Judd reported that the Dodge truck ordered from Crosstown Motors ended up being too long for the body that Tenco was to install. It had a 168-inch wheelbase rather than the entire truck being 168 inches long. To fit correctly, the body would have had to be 10 feet long instead of the desired 8 feet. Northpoint Dealership was able to find the same truck, but with a shorter wheelbase so that Tenco's 8-foot body could be installed. That installation should be complete this week. An additional \$527.00 had to be paid for extra administrative fees.

Fire Hydrant on Kingsbury St:

Jaret reported that there is a hydrant on Kingsbury that is leaking and needs to be replaced. They've also found that there is no shutoff to this hydrant. A shutoff also needs to be installed with the new hydrant. A quote has been received from EJP of South Burlington for two different types of hydrants, one for \$2,277.13 and the other for \$2,539.77.

Sarah made a motion to approve the purchase of a replacement hydrant and accompanying hardware not to exceed \$2,700.00. Keith seconded. Motion carried.

Richard mentioned that VLCT has issued documentation showing that the Village of Derby Line should be

receiving approximately \$32,000 for each of two years from ARPA federal funding. This money can most likely be used to pay for repair/replacement of this hydrant.

Quote for Paving Dashner Circle:

A quote has been received from Pike Industries for paving prep work, a base coat and topcoat of asphalt as per State standards for Dashner Circle of \$54,094.00. This quote is valid through 2021.

Several questions came up regarding paving of Dashner, namely: Are there other streets in Derby Line that need more paving repair than Dashner, even though Dashner is now a dirt road? Are there other dirt streets in Derby Line (yes: Meadow Lane and Sunset Terrace Ext)? Should this be brought to the voters before spending most of what is now in the Paving Fund? If so, should it be brought up at the Annual Meeting next April, or at a Special Trustees Meeting specifically for this issue? A Special Meeting ahead of the Annual Meeting could help in formulating the coming budget. Before actually picking a street to repair or repave, should we have an inventory done of all village streets with each one's needs so that the Board can intelligently assess what should be done and when?

It was suggested that the village pay a consultant to create this inventory with his recommendations. Richard asked Laurie to contact Better Roads to see if they have the capacity to create this inventory. If not, we could hire Norman Patenaude as an independent consultant.

Oil Supply Corp Quote for Oil for Winter 2021 – 2022:

The village has received Oil Supply's pre-buy quote of \$2.50 per gallon for oil for this winter. Even though it is noted as "pre-buy", Oil Supply still allows us to pay monthly for ten months. Richard noted that this is lower than a couple of other local oil distributors in the area.

In view of this, Keith made a motion to accept the pre-buy quote from Oil Supply Corp. of \$2.50 per gallon. Sarah seconded. Motion carried.

Edward Gosselin Caswell Ave Property:

Laurie reported that she had received a call from Ed's daughter, Nancy, that she had received a bill from the Town of Stanstead for both water and sewer at his apartment house on Caswell Ave., which is situated on the border. It had been agreed previously that Derby Line would bill for water and Stanstead would bill for sewer. Apparently, Stanstead has experienced some staff changes, which might be the problem. Laurie will communicate with Stanstead about the agreement that was made years ago and to request that this be on their next meeting's agenda. She also agreed to provide the Derby Line Trustees specifics about each property in question before the joint meeting with Stanstead.

In the meantime, it was agreed that all the buildings on the border need to be discussed by the Derby Line Trustees and the Stanstead Council, decide what should be done as far as water and sewer billing to each property and issue a contract for each property that needs to be followed by both municipalities.

Asset Management Training:

Richard gave a brief report of the first training session of Asset Management Training that he attended. They have suggested that the village create a mission statement for our water system. He thinks this training will provide us some value in becoming more forward thinking rather than being reactive.

Business from Trustees, Treasurer and Road Foreman:

Brush at End of Pelow Hill: Keith reported that someone has been dumping some brush on the Gosselin/Stone property at the end of Pelow Hill. This has happened before and Nancy Gosselin has complained again. Laurie was asked to write a letter to Joe Moeykens, who is most likely the one dumping the brush, to ask that he stop dumping there and remove the existing brush that he has placed there.

Baxter Ave Paving: Jaret reported that the existing pavement has all been ground down to the dirt and that Pike is scheduled to repave this Thursday. He noted that near Tivoly there are two sewer lines going across the Tomifobia River, which are all rotted out. When and if these need to be fixed, it will be a major overhaul

Manhole on Caswell Ave: Jaret reported that this new manhole will be in soon.

New Business from the Audience: None

Old business from the Audience (5-minute limit unless otherwise directed):

Madeleine asked for confirmation of which streets are open to ATVs in Derby Line. These are Elm St. up to Main St., Breakneck Hill and Baxter Ave. They have also received permission from the State of VT to travel Main St. from Jane's Restaurant down as far as the Derby Line Village Inn. She noted that there have been complaints received of ATVs illegally traveling down Louis St. and Beach St. and up Caswell Ave.

Madeleine also asked about the status of a "School Bus Stop Ahead" sign at the entrance to the village near Craig Ellam's home. This would not be within village limits. The State has been requested, but they need to send an engineer to determine where the sign could be placed since a certain amount of distance is required between signs. The homeowner on Main St. who requested this sign has been notified.

Executive Session: None

Next Meeting: The next regular meeting is scheduled for August 17, 2021 at 6:30 pm.

Review and Sign Bank Statement: Yes

Warrants were Reviewed and Signed: Yes

The Last Check Printed: #16541

The meeting was adjourned at 8:15 pm.

Respectfully submitted,
Madeleine C. Roy, Assistant Village Clerk