

**TOWN OF DERBY, VERMONT
SELECT BOARD MEETING
Minutes
January 6, 2018**

Present: Grant Spates, Brian Smith, Josh Provost, Beula Shattuck, Perry Hunt.

Others: Bob Kelley, Faye Morin, Becky Miller.

MEETING CALLED TO ORDER - 9:00 A.M.

NEW BUSINESS:

Budget Meeting – The board reviewed the draft 2018 budget and made adjustments. The board plans to review and finalize the adjusted budget at their next meeting.

Submitted by Bob Kelley
Unofficial until approved

**TOWN OF DERBY, VERMONT
SELECT BOARD MEETING**

Minutes

January 15, 2018

Present: Grant Spates, Perry Hunt, Beula Shattuck, Brian Smith, Josh Provost.

Others: Paul Snider, Nathan Pickard, Renata Pickard, Jean Wilson, Maryann Tetreault, Becky Miller, Albert Stringer, Todd Wright, Hilarie Wright, Dave Patenaude, Faye Morin, Joe Profera, Bob Kelley.

MEETING CALLED TO ORDER - 6:00 P.M.

Warrants #2A in the amount of \$16,096.79, and #2B in the amount of \$31,430.58 were signed.

APPROVE MINUTES:

Beula moved to approve the minutes of December 18, 2017, with Perry seconding. Unanimous.

PUBLIC COMMENTS:

Nathan Pickard, Dave Patenaude, and Paul Snider spoke about Derby Line Ambulance and things to be aware of if the Town decides to switch to Newport Ambulance for coverage.

NEW BUSINESS:

Sheriff's Department - Sign Contract – No show, tabled to next meeting.

Coutt's Moriarty – Exemption Renewal – Jean Wilson explained that they are exempt by statute, but she believes their lease on the waterfront lot from the Town will be expiring soon and will need to be renewed. The Town will look into this.

DRB Discussion – 9 people (Joe Profera, Adam Guyette, Jim Bumps, Cynthia Adams, Dave LaBelle, Paul Prue, Judy Nommik, Bob Derohan, Tim Bronson) applied for the DRB and one person (Steve Mengel) applied to be an alternate. The board will have to determine the size of the board, they are considering 5 or 7 members with possibly a couple of alternates. The office was closed today so it was not known if others tried to get letters in today. Josh moved to table this until their next meeting, seconded by Perry. Unanimous.

Delinquent Tax Collector – Maryann Tetreault – New Attorney for Tax Sales – Bob Chimileski has retired and a new attorney is needed. The Board agreed to leave it up to the Delinquent Tax Collector to determine whom they use for tax sales.

Excess Weight Permit – Structural Wood Corp – Perry signed the permit as Road Commissioner.

Certificate of Highway Mileage – 0.45 miles were subtracted from the Class 4 roads as the end of Christman Road was discontinued last year. The Certificate of Highway Mileage was reviewed and signed.

Review & Sign: Engagement Letter-Gene Besaw & Associates, 2019 Tax Map Maintenance Contract, Balance Sheet, Budget Status Report, Delinquent Tax Report, General Posting Register, Minimum Wage Change, Mileage Change – All were reviewed and signed.

Liquor Licenses – Circle K, Derby Corner Mini Mart, Jolley Association, Thompson's Redemption – At 6:43 Beula moved to go into a liquor control board meeting, seconded by Perry. Unanimous.

At 6:44 Brian moved to come out of the liquor control board meeting, seconded by Beula. Unanimous.

Brian moved to approve the liquor licenses for Circle K, Derby Corner Mini Mart, and Jolley Association, seconded by Perry. Unanimous.

Review 2018 Budget – New Figures – The Board reviewed and approved a proposed budget of \$2,899,567.58 which includes \$331,486.45 in anticipated appropriations to present to voters at Town Meeting.

OLD/OTHER BUSINESS:

Legislative Update – Brian emailed representatives to form a caucus of Town officials and will be having a meeting next week with about 20 anticipated to attend. The group will be nonpartisan.

NCUJHS Skate Night – Skate night has been set for February 7th from 5:30 – 7:00 with a backup date of February 13th.

ROAD REPORT:

The road crew has been fighting snow and ice and more ice.

EXECUTIVE SESSION:

At 7:08 Brian moved to go into executive session for a contract issue and a legal issue.

Out of executive session at 7:39 – No action taken. The Board reiterated their issues with Derby Line Ambulance and the need for more answers before their next meeting. There are discrepancies in the information that has been given to the Town.

ADJOURNMENT: The next regular meeting is scheduled for 6:00 p.m. Monday, January 29, 2018. Brian made a motion to adjourn the meeting at 8:03, with Beula seconding. Unanimous.

Submitted by Bob Kelley, *Unofficial until approved*

**TOWN OF DERBY, VERMONT
SELECT BOARD MEETING**

Minutes

January 29, 2018

Present: Grant Spates, Perry Hunt, Beula Shattuck, Brian Smith, Josh Provost.

Others: Paul Snider, Albert Stringer, Dave Patneau, Kim Bingham, Adam Heuslein, Brian Dubois, Robert Ianni Jr, Amy Snider, Christine Patneau, David Patneau, Lawrence Burdick, Bill Falconer (Brownington), Terry Curtis (Brownington), Larry Young (Charleston), Brett Farrow (Holland), Larry Judd (Holland), Laura Dolgin (Newport City), Karen Horn (VLCT), Ginette Provost, Susan Birchard, Phil Brooks, Dennis Percy, Pam Brainard, Trevor Evan, Marsha Descheneau, Chris Roy, Robin Smith, Joe Gresser, Faye Morin, Rod Lyon, Joe Profera, Bob Kelley.

MEETING CALLED TO ORDER - 6:00 P.M.

Warrants #3A in the amount of \$18,764.54, and #3B in the amount of \$48,208.51 were signed. The order of agenda items were switched around to accommodate people present.

APPROVE MINUTES:

Perry moved to approve the minutes of January 15, 2017, with Beula seconding. Unanimous.

NEW BUSINESS:

Multiple Municipalities – Road Discussion – Representatives from Brownington, Holland, Charleston, and Newport City were present for the discussion. Brian explained that he has formed a nonpartisan caucus of legislators who are also members of a Selectboard or other Town office with the goal of getting their voices better heard and getting the State to understand that our towns do not have deep pockets. Discussion centering on the Municipal General Road Permit ensued. Requirements on small towns are too much of a burden. Towns cannot afford hiring additional personnel to do everything the State wants done. Depending on the slope of the roads many ditches are going to need to be stone lined. Not only is the cost of the stone expensive, but the cost of trucking to get the stone is expensive. Finding good gravel is becoming more difficult to find. The \$2,000 annual permit fees goes to the State for administrating the program. It was felt that the \$2,000 could be better spent by the Towns actually fixing the roads. The State needs to figure out the financing for things before they pass bills. Brian will draft a letter for the different boards to review outlining the things talked about tonight and then he can bring it to Montpelier. Karen Horn handed out VLCT's Municipal Policy Priorities.

Sheriff's Contract – Review & Sign – Phil Brooks answered questions. The contract is a 3% increase from last year and covers 20.75 hrs/wk. Walmart has had a moderate affect on the department and the State still refuses to answer any calls to Walmart. Brian moved to approve the contract, with Beula seconding. Unanimous.

Ginette Provost & Sue Birchard – Dailey Library – Ginette explained to the board the new addition and what has been going on at the library. She welcomed the Board to come and visit the library to see everything they have done.

Budget Changes – 3 appropriations were removed because they didn't submit petitions and \$2,000 was added to cover the H3 Vermont Health Insurance tax. Perry moved to approve the changes to the budget, with Beula seconding. Unanimous

Liquor Licenses – G&T Bliss, CVS Pharmacy, Northeast Pizza, Kinney Drugs – At 6:50 Brian moved to go into a Liquor Control Board meeting, seconded by Perry. Unanimous.

At 6:51 Beula moved to come out of the Liquor Control Board meeting, seconded by Brian. Unanimous.

Perry moved to approve the liquor licenses for G&T Bliss, CVS Pharmacy, Northeast Pizza, and Kinney Drugs, seconded by Beula. Unanimous.

Excess Weight Permit – Newport Sand & Gravel and Velco – Perry signed the permits as Road Commissioner.

Records Management Retention Plan Policy – Review & Sign – Faye explained that the policy was from a VLCT model policy and is needed before the Town can destroy any old records. Beula moved to approve the Records Management Retention Plan Policy, with Perry seconding. Unanimous.

Resignation Letters – Diane Binette & Richard DeFavero – Diane is resigning as an Auditor and Richard is resigning from the Planning Commission and Zoning Board of Adjustment. There was also a letter for resignation from 3 members of Derby Line Ambulance (Lawrence Burdick, David Patneau, and Paul Snider). Brian moved to accept all resignations with regret, with Beula seconding. Unanimous.

PUBLIC COMMENTS:

The press asked questions regarding ambulance service. The Board answered as best as they could. Ambulance services are private businesses and the Board could not answer all their questions. The Board will be reviewing ambulance services contract later tonight in executive session and they hope to make a decision tonight. A meeting is being set up for February 12th to discuss ambulance services for the area and with all interested parties welcomed.

OLD/OTHER BUSINESS:

Legislative Update – None.

Derby Elementary School Board – The School has invited the Selectboard to their budget meeting next Tuesday at 5:00.

ROAD REPORT:

The road crew has been dealing with potholes and rain/ice.

EXECUTIVE SESSION:

At 7:13 Brian moved to go into executive session to discuss Ambulance Services Contract, with Josh seconding. Unanimous.

Out of executive session at 7:23 – Brian moved to approve a contract to supply ambulance services to the Town of Derby for the 2018 fiscal year in the amount of \$115,956 payable in 4 equal installments starting in July with Newport Ambulance Service, with Beula seconding. Unanimous.

The Board answered multiple questions clarifying this decision.

At 7:40 Brian moved to go into executive session to discuss Development Review Board candidates and an insurance issue, with Perry seconding.

Out of executive session at 8:08 – the Selectboard read a resolution (see attached) disbanding the Zoning Board of Adjustment and creating a 7 member Development Review Board with initial terms as follows:

Tim Bronson – 4 years

Jim Bumps – 4 years

Dave LaBelle – 3 years

Robert DeRoehen – 3 years

Joe Profera – 2 years

Judy Nommik – 2 years

Adam Guyette – 1 year

Following the initial terms all Development Review Board appointments shall be for 4 years.

Jim Bumps and Dave LaBelle have let the Selectboard know that they would resign from the Planning Commission if appointed to the Development Review Board. This along with Richard Del Favero's resignation has created 3 vacancies on the Planning Commission.

Brian made a motion to approve the Resolution creating a Development Review Board and to make the follow appointments to the Planning Commission; Cynthia Adams to fill Richard Del Favero's remaining term, Richard Creaser to fill Jim Bumps' remaining term, and Robert DeRoehn to fill Dave LaBelle's remaining term, with Perry seconding. Unanimous.

ADJOURNMENT: The next regular meeting is scheduled for 6:00 p.m. Monday, February 12, 2018. Brian made a motion to adjourn the meeting at 8:22, with Josh seconding. Unanimous.

Submitted by Bob Kelley, *Unofficial until approved*

**TOWN OF DERBY, VERMONT
SELECT BOARD MEETING**

Minutes

February 12, 2018

Present: Grant Spates, Perry Hunt, Beula Shattuck, Brian Smith, Josh Provost.

Others: Trevor Evans, Tod Phillabaum, Chris Roy, Albert Stringer, Joe Gresser, Paul Prue, Joe Profera, Bob Kelley.

MEETING CALLED TO ORDER - 6:00 P.M.

Warrants #4A in the amount of \$17,524.69, and #4B in the amount of \$37,897.55 were signed.

APPROVE MINUTES:

Beula moved to approve the minutes of January 29, 2018, with Brian seconding. Unanimous.

PUBLIC COMMENTS: None.

NEW BUSINESS:

Trevor Evans – Scot Pines removal request on Schuler Road – Mr. Evans is logging on his property and there are diseased Scot Pines along Schuler Road that were planted when the interstate was built. Some are on his property and others are within the road right of way. The Board did not have a problem with him cutting trees within the road right of way along Schuler Road or Hinman Settler Road.

Tod Phillabaum – Request to tap trees at Veterans Memorial Park – He taps about 140 trees with his kids and would like to tap the trees at Veterans Memorial Park using buckets. The Board gave him the go ahead for this year only.

Excess Weight Permits – Gosselin Water Wells, R.G. Gosselin – Perry signed the permits as Road Commissioner.

Liquor Licenses – Border Lounge LLC, Char-Bo Campground, China Moon, Dollar General, Price Chopper, and Walmart – At 6:14 Brian moved to go into a Liquor Control Board meeting, seconded by Perry. Unanimous.

At 6:15 Perry moved to come out of the Liquor Control Board meeting, seconded by Brian. Unanimous.

Brian moved to approve the liquor licenses for Border Lounge LLC, Char-Bo Campground, China Moon, Dollar General, Price Chopper, and Walmart, seconded by Beula. Unanimous.

Sign & Review – General Journal Posting, Balance Sheet, Budget Status Report, and Delinquent Tax Report – All were reviewed and signed.

OLD/OTHER BUSINESS:

Legislative Update – Brian Smith – Not much to report. They are working on a bill to give better college benefits for VT National Guard members. There is a bill circulating to reduce property taxes by shifting much of the cost for schools to an income tax.

Welcome Sign – The Town has been reimbursed for the full cost to replace the Welcome to Derby sign that was destroyed in an accident.

Recycling Tickets – Two senior citizens that were issued tickets for dropping off things when the recycling center was closed would like to do community service rather than pay the \$500 fine. The Board doesn't have a problem with this if Joe Noble agrees.

ROAD REPORT:

The road crew has been getting a lot of hours. We have gone through about 2/3 of the sand and a lot of salt. We are trying a new salt that works at a lower temperature, it is \$8/ton more but it is looking like it is worth it. Efficiency Vermont is cutting back on rebates, we have a quote for

\$4,900 to replace the lights at the garage. If we do it soon we will be eligible for a \$1,500 rebate. This along with the energy savings will pay for itself very quickly. The go ahead was given to do the job. Jason Nye has completed his probationary period and is now a full time employee. We have a quote from Pike for this year's paving. The State has informed us that we are eligible for a \$120,000 paving grant this year, which gives us a total of \$420,000 for paving this year. We will contract Hutchinson for a quote before signing the contract with Pike.

EXECUTIVE SESSION:

At 6:29 Brian moved to go into executive session for a personnel issue, with Josh seconding. Unanimous.

Out of executive session at 6:43 – No action taken.

ADJOURNMENT: The next regular meeting is scheduled for 6:00 p.m. Monday, February 26, 2018. Perry made a motion to adjourn the meeting at 6:50, with Beula seconding. Unanimous.

Submitted by Bob Kelley, *Unofficial until approved*

**TOWN OF DERBY, VERMONT
SELECT BOARD MEETING**

Minutes

February 26, 2018

Present: Grant Spates, Perry Hunt, Beula Shattuck.

Others: Norman Patenaude, Chris Roy, Joe Gresser, Paul Prue, Joe Profera, Rod Lyon, Bob Kelley.

MEETING CALLED TO ORDER - 6:00 P.M.

Warrants #5A in the amount of \$18,506.96, and #5B in the amount of \$23,678.51 were signed.

APPROVE MINUTES:

Beula moved to approve the minutes of February 12, 2018, with Perry seconding. Unanimous.

PUBLIC COMMENTS: None.

NEW BUSINESS:

Bids for Garage Construction – Bids were opened for the garage addition. 4 bids were received from Charland - \$27K, Northern Woods - \$31K, Kingdom - \$51K, and Simineau - \$61K. Perry, Bob and Rod will review the bids to make sure we are comparing apples to apples and the Board will make a decision at their next meeting.

Lighting Upgrade – Municipal Building & Beach House – Rusty’s Electric has submitted quotes for upgrading all lights in both buildings to LED lighting. The Beach House will cost \$1,876 after rebates and the Municipal building will be \$5,320 after rebates. Perry moved to upgrade the lighting for both building, seconded by Beula. Unanimous.

Development Review Board Update – The board had their organizational meeting and elected Dave LaBelle as Chair and Joe Profera as Vice Chair. They reviewed and modified their rules of procedure from a draft by VLCT. They will finalize it at their next meeting. They have 2 permits lined up for their next meeting.

Excess Weight Permits – Amerigas, Desrochers Excavation, Gould Well Drilling Inc, United Natural Foods Inc. – Perry signed all the permits except Amerigas as Road Commissioner. Amerigas was not signed because the application was not complete.

Liquor Licenses – Brockton Corp-Shaw’s – At 6:37 Beula moved to go into a Liquor Control Board meeting, seconded by Perry. Unanimous.

At 6:38 Perry moved to come out of the Liquor Control Board meeting, seconded by Beula. Unanimous.

Perry moved to approve the liquor license for Brockton Corp-Shaw’s, seconded by Beula. Unanimous.

Review & Sign – NEKWMD Approval Application for Hazardous Waste Day Permit – Beula moved to approve Hazardous Waste Day on June 2nd from 9:00 – 1:00, with Perry seconding. Unanimous.

OLD/OTHER BUSINESS:

Legislative Update – None.

Grant Updates – The Feds have agreed to fund 80% of the revised estimate for both the Eagle Point and John’s River projects. All 3 Better Road grants we applied for were approved totaling a little under \$60K.

ROAD REPORT:

The Board wanted another bid on the paving for this year. The other paving contractor will not be up and running until mid July. Perry moved to accept Pike's bid for this year's paving, seconded by Beula. Unanimous.

Perry and Rod would like to use funds that are reserved for highway uses to buy another truck. The last old truck is racking up repairs and we are throwing money away on it. Between body work, brakes, and chain we are looking at \$6K+ in repairs. This will be discussed further with the full board present and we will do the bare minimum to keep the old truck running for now.

We are constantly fighting ice and the crew is doing a good job keeping up with it.

EXECUTIVE SESSION: None.

ADJOURNMENT: The next regular meeting is scheduled for 6:00 p.m. Monday, March 12, 2018. Beula made a motion to adjourn the meeting at 6:51, with Perry seconding. Unanimous.

Submitted by Bob Kelley, *Unofficial until approved*

**TOWN OF DERBY, VERMONT
SELECT BOARD MEETING**

Minutes

March 12, 2018

Present: Grant Spates, Perry Hunt, Beula Shattuck, Brian Smith, Karen Chitambar.

Others: Paul Prue, Joe Profera, Rod Lyon.

MEETING CALLED TO ORDER - 6:00 P.M.

Warrants #5C in the amount of \$4,900.00, #6A in the amount of \$14,775.03 and #6B in the amount of \$52,070.40 were signed.

APPROVE MINUTES:

Beula moved to approve the minutes of February 26, 2018, with Brian seconding. Unanimous.

PUBLIC COMMENTS: None.

NEW BUSINESS:

Reorganize Board – Brian moved to appoint Grant as Chair with Beula seconding. Unanimous.

Beula moved to appoint Brian as Vice-Chair with Perry seconding. Unanimous.

Beula moved to make the following appointments:

One Year Appointments:

Perry Hunt – Road Commissioner

Bob Kelley – Town Administrator

Beula Shattuck & Grant Spates – NVDA Representatives

Renee Falconer – Pound Keeper

Rick Geisel – Fence Viewer

Select Board – Inspector of Lumber, Shingle & Wood

Select Board – Weigher of Coal

Joe Profera – Tree Warden

Craig Ellam – Fire Warden

Bob Kelley – Town Service Officer

Karen Chitambar – Energy Coordinator

Listers, Steve Cross contact – E-911 Coordinator

Grant Spates & Brian Smith – Agent to sign deeds accepting or transferring property on behalf of town

Craig Ellam & Grant Spates Civil Defense

Grant Spates & Brian Smith – Water/Sewer Committee

Newport Daily Express – Newspaper of Record

Four Year Appointments:

Richard Creaser – Planning Commission

Seconded by Brian. Unanimous.

Jason Sicard – Move Concrete from I 91 to Stump Dump – It is estimated that there will be approximately 250 yard of concrete from demolishing the I-91 bridge. The Board was not sure if concrete with rebar would be allowed in the Stump Dump so they passed on the request.

Review Bids – Town Garage Addition – The Board reviewed the four bids from Charland Builders, Northern Woods Carpentry, Kingdom Construction, and Simoneau's Construction. Brian made a motion to award the contract to Charland Builders. After realizing that their bid didn't include the concrete work, Brian withdrew his motion. Beula moved to award the contract to the low bidder – Northern Woods Carpentry – for \$30,782.83, with Perry seconding. Unanimous.

Excess Weight Permits – Amerigas, Beacon Roofing Supply, CSE Inc, Dwight & Laura Denton, Pike Industries – Perry signed all the permits as Road Commissioner.

Liquor Licenses – Champlain Farms Exxon, Derby Cow Palace, Derby Line Village Inn, Newport VT Elks, VT Pie & Pasta, and Walgreen Eastern Co Inc – At 6:29 Perry moved to go into a Liquor Control Board meeting, seconded by Beula. Unanimous.

At 6:30 Brian moved to come out of the Liquor Control Board meeting, seconded by Perry. Unanimous.

Brian moved to approve the liquor licenses for Champlain Farms Exxon, Derby Cow Palace, Derby Line Village Inn, Newport VT Elks, VT Pie & Pasta, and Walgreen Eastern Co Inc, seconded by Beula. Unanimous.

Review & Sign – Balance Sheet, Budget Status Report, Delinquent Tax Report, & General Journal Posting Report – All were reviewed and signed.

OLD/OTHER BUSINESS:

Legislative Update – There is a bill that will legalize games of chance (cribbage tournaments, etc...) for the members of clubs like the Elks, VFW, and American Legion. The clubs have been doing this for years and this will clarify that what they are doing is legal.

A homeless bill of rights is being discussed that may or may not gain traction.

Gun control is also on the radar and may be contentious.

ROAD REPORT:

We are out of salt and will not have any until the end of the week. We will see if we can borrow some from the State.

EXECUTIVE SESSION: None.

ADJOURNMENT: The next regular meeting is scheduled for 6:00 p.m. Monday, March 26, 2018. Perry made a motion to adjourn the meeting at 6:52, with Beula seconding. Unanimous.

Submitted by Bob Kelley, *Unofficial until approved*

TOWN OF DERBY, VERMONT
SELECT BOARD MEETING
Minutes
March 26, 2018

Present: Perry Hunt, Beula Shattuck, Brian Smith, Karen Chitambar.

Others: David Jacobs, Jennifer Harlow-Jacobs, Paul Prue, Joe Profera, Rod Lyon, Bob Kelley.

MEETING CALLED TO ORDER - 6:00 P.M.

Warrants #7A in the amount of \$20,957.50 and #7B in the amount of \$27,873.59 were signed.

APPROVE MINUTES:

Beula moved to approve the minutes of March 12, 2018, with Perry seconding. Unanimous.

PUBLIC COMMENTS: None.

NEW BUSINESS:

Jennifer Harlow-Jacobs – Introduce herself as running for Sheriff – Jennifer told the Board of her law enforcement background including her current work as a detective on the Special Investigative Unit. She answered questions from the Board and explained her vision for the future.

Sign Pay Rates – The Board reviewed and signed the pay rates.

Representation Letter – Gene Besaw – Perry moved to sign the Representation Letter, with Karen seconding. Unanimous.

Excess Weight Permits – Bourne’s Inc & Bourne’s Propane, Dale Percy Inc, Demag Rigger & Crane Service, Sticks & Stuff, Structural Wood Corp – Perry signed all the permits as Road Commissioner.

Liquor Licenses – Derby Cow Palace – At 6:23 Beula moved to go into a Liquor Control Board meeting, seconded by Karen. Unanimous.

At 6:24 Perry moved to come out of the Liquor Control Board meeting, seconded by Beula. Unanimous.

Perry moved to approve the liquor licenses for Derby Cow Palace, seconded by Karen. Unanimous.

OLD/OTHER BUSINESS:

Legislative Update – A homeless bill of rights will probably die in committee. Gun control and minimum wage are hot topics that are coming up this week.

Newport Centennial – The Newport Daily Express is printing a special 60 page magazine to celebrate the centennial. It was decided that Derby should contribute a ½ page with something about Derby’s history in it. Bob will work with the Express and Scott Wheeler to come up with something for the Board’s approval.

Town/Zoning Administrator Review – The Board is in the process of reviewing Bob and asked again if the Planning Commission could get them something. Joe Profera thought the Commission could have something for the Board’s meeting in 4 weeks. Joe was reminded that Bob’s reappointment is a year behind.

NEKWMD Seminar – They would like to use the Municipal Building for a seminar on composting in August. The Board agreed to allow them to use the building.

Recycling Attendants – We are short one person at the recycling center as Keith is no longer working for us. There are 3 people that have expressed an interest. Bob will work with Joe Noble to review the applicants and the Board authorized Bob to hire a new attendant.

Hydroseeder – Bob reported that he has drafted a Memorandum of Understand, Morgan and Brownington are reviewing it. We have quotes from different vendors for the hydroseeder that has been passed around to the other towns to review. Hopefully there will be something for the Board to review at their next meeting.

ROAD REPORT:

Things are going good. A grader class is coming up soon. Mud season is almost here. Paul Prue is allowing the Town to cut some trees on his property to improve a problem along Hinman Settler Road. Fees for the Municipal General Stormwater Permit may be changed to be base on population and miles of road.

Perry was given permission to look into buying a new 6 wheel dump truck using funds reserved for highway purposes only, there is currently close to \$500k in the reserve fund. It is anticipated that this will cut down on repair costs. Trade in value will increase significantly if we trade in every 7-8 years instead of 10-12 years.

EXECUTIVE SESSION: None.

ADJOURNMENT: The next regular meeting is scheduled for 6:00 p.m. Monday, April 9, 2018. Beula made a motion to adjourn the meeting at 6:55, with Karen seconding. Unanimous.

Submitted by Bob Kelley, *Unofficial until approved*

**TOWN OF DERBY, VERMONT
SELECT BOARD MEETING**

**Minutes
April 9, 2018**

Present: Perry Hunt, Brian Smith, Karen Chitambar, Grant Spates.

Others: Faye Morin, Robin Smith, Chris Roy, Dan Dagesse, Paul Prue, Joe Profera, Rod Lyon, Bob Kelley.

MEETING CALLED TO ORDER - 6:00 P.M.

Warrants #7C in the amount of \$568.07, #8A in the amount of \$15,761.59 and #8B in the amount of \$84,331.21 were signed.

APPROVE MINUTES:

Perry moved to approve the minutes of March 26, 2018, with Brian seconding. Unanimous.

PUBLIC COMMENTS: None.

NEW BUSINESS:

Irene & Dan Dagesse – Use of Jr. High Green On 5/19/18 – Big Truck Day & Festival– Dan explained that this was an event sponsored by the Dailey Memorial Library and it is so kids can play around on large equipment. They do have insurance for the event and permission from the Jr. High. They would like the Town to bring a grader to the event. Perry moved to approve the use of the Green and have the Town provide a piece of equipment for the event, with Brian seconding. Unanimous.

Allen Yale – Derby Historical Society – Use of Jr. High Green on 9/9/18 – Cars of Yester Year– Brian moved to approve the use of the Green, with Karen seconding. Unanimous.

Sarah Damsell – Road Inventory Report – Sarah presented the Board with the results of Road Inventory which breaks up every road into 100 meter long segments. Derby has 390 Hydrologically Connected road segments with 169 fully meeting the standards, 48 partially meeting the standards and 173 not meeting the standards. There are 13 segments with a slope greater than 10% that must be brought up to standards by 12/31/2025. 15% of all noncompliant segments must be brought up to standard by 12/31/2022 and all roads must be to standard by 12/31/2036. Sarah will continue to work with the Town to develop a Capital Budget to address these issues.

Discussion Pay Raise – Pros and cons were discussed regarding the effective date of pay raises; January 1st vs. after Town Meeting. Currently pay raises go into effect after the budget is passed at Town Meeting and it was decided to keep things as they are.

Reappoint Zoning Administrator– The Planning Commission has nominated Bob Kelley to be reappointed as Zoning Administrator. Karen moved to reappoint Bob for another 3 years, with Perry seconding. Unanimous.

Review & Sign – Balance Sheet, Budget Status Report, Delinquent Tax Report & General Journal Report – All reports were reviewed and signed.

Review & Sign – Certification of Compliance of Town Road & Bridge Standards and the Annual Highway Financial Plan – Both were reviewed and signed.

Excess Weight Permits – Calkins, Camp Precast Concrete Products, Darrell Mathews/Mathews Excavating, Harris Redi-Mix Corp – Perry signed all the permits as Road Commissioner.

Liquor License – Dollar General Store – At 6:40 Perry moved to go into a Liquor Control Board meeting, seconded by Brian. Unanimous.

At 6:41 Karen moved to come out of the Liquor Control Board meeting, seconded by Brian. Unanimous.

Perry moved to approve the liquor license for Dollar General Store, seconded by Karen. Unanimous.

Race Track Permit – Schedule for Rider Hill – Their schedule is similar to last year. Brian moved to approve the Rider Hill Race Track Permit/Schedule with the condition that proof of insurance must be submitted, with Perry seconding. Unanimous.

Review & Approve – Local Emergency Operations Plan – Minor changes were made to reflect contact information changes, Karen as Selectboard member and Newport Ambulance as our ambulance provider. Karen moved to approve the Local Emergency Operations Plan, with Brian seconding. Unanimous. The plan will be posted on our website.

OLD/OTHER BUSINESS:

Legislative Update – Minimum wage is the current hot topic. Nothing has been done concerning the opioid problem.

Hydroseeder – A Memorandum of Understanding (MOU) between Derby, Morgan and Brownington has been drafted for the shared use of a hydroseeder. Morgan has already signed it and Brownington is expected to sign it at their next Board meeting. Perry moved to sign the MOU, with Brian seconding. Unanimous.

Recycling – Sean Boskind was hired but has already found a full time job, so we will be seeing if Ryan Oeschger will work out. Perry moved to pay new hires for the recycling center \$10.50/hour, with Brian seconding. Unanimous.

Skate Shack Update – Matt Wright has agreed to do something about the outside of the building.

Newport Centennial Update – Bob will be meeting with Marin from the Newport Daily Express on Wednesday to come up with ideas for their commemorative magazine.

ROAD REPORT:

Perry has received 2 quotes for a new 6 wheel dump truck at essentially the same price as the one we bought last year. He explained the problems we have with the existing truck and that highway reserve funds could be used for the purchase. The Board would like to get a trade-in price on the existing truck before making a final decision. Brian moved to continue exploring the purchase of a new 6 wheel dump truck, with Karen seconding. Unanimous.

EXECUTIVE SESSION: None.

ADJOURNMENT: The next regular meeting is scheduled for 6:00 p.m. Monday, April 23, 2018. Brian made a motion to adjourn the meeting at 7:21, with Karen seconding. Unanimous.

Submitted by Bob Kelley, *Unofficial until approved*

**TOWN OF DERBY, VERMONT
SELECT BOARD MEETING**

**Minutes
April 23, 2018**

Present: Perry Hunt, Brian Smith, Karen Chitambar, Grant Spates, Beula Shattuck.

Others: Robin Smith, Paul Prue, Travis Bartley, Dave Royston, Jason Nye, Lisa Letourneau, Rod Lyon, Bob Kelley.

MEETING CALLED TO ORDER - 6:00 P.M.

Warrants #9A in the amount of \$16,789.75 and #9B in the amount of \$50,556.71 were signed.

APPROVE MINUTES:

Perry moved to approve the minutes of April 9, 2018, with Beula seconding. Unanimous.

PUBLIC COMMENTS: None.

NEW BUSINESS:

Review – Equipment, Sand & Gravel Bids – Equipment bids were received from Chris Katzenbach, Ducharme Excavating LLC, Patenaude Bush Hogging Inc, and Tetreault’s Maple Farm LLC. Sand & Gravel bids were received from RG Gosselin Inc and I.R.D. Sand & Gravel. Bob will put it all in a spreadsheet.

Update – Dump Truck Purchase/Trade-in – No one was interested in taking our truck as a trade-in. It was decided to sell it ourselves with a minimum bid of \$10,000. We received a 3rd bid for a new truck, this one from Mack. It was roughly \$10,000 more than the other bids. Perry recommended that we purchase the Western Star for \$158,966 which is about what we paid for the truck we purchased last year. Money from the designated highway fund can be used to purchase it. Karen moved to purchase the Western Star for \$158,966, with Brian seconding. Unanimous.

Update – Eagle Point/Johns River Projects – Ruggles is basically done with the Eagle Point design and is working on the bid package. He has not started the design on the Johns River because he is waiting for the final approval on Eagle Point first. An attorney is needed to certify the abutters for these projects. The Board decided to go with May & Davies.

Salt Shed Fabric Roof and Storage Units – We did not get grant funding for the project this year. It was decided to try for grants again for next year and in the mean time if we need additional storage we can get the storage units for about \$3,500 each.

Beach House – Grills & Playground Equipment – Everyone agreed that having a playground at the Beach House would help attract more people to use it. Karen will look into what type of equipment would be appropriate. Bob will look into grant opportunities.

DRB & Planning Updates – Joe Profera has brought concerns to the Board about how the Zoning Administrator is handling things. Zoning Administrator Bob Kelley explained how/why he is processing applications the way he is and why people are participating at the planning meetings.

Update on Hydroseeder – The agreement between the 3 towns has been signed. We need to set up a Hydroseeder account and deposit \$600 into it. The \$600 is the buy in cost to each town.

Excess Weight Permits – Barrett Trucking, Kelley View Farms Inc, Oil Supply – Perry signed all the permits as Road Commissioner.

Recycling Discussion – We are in the need of an attendant. The last 2 did not work out. The Boy Scouts would like to have their bottle drop moved into the recycling building, no one knows that it is on the side of the building. Currently the recycling attendants separate the bottles mixed

with the recyclables for their own use. The Board agreed to allow the Boy Scouts to move their bottle drop into the building.

OLD/OTHER BUSINESS:

Legislative Update – This session should be over in about 3 weeks. The fee for the Municipal General Roads Permit has been changed to take into account population and road mileage. The fee for Derby will drop from \$2,000 to about \$1,300. The budget is coming along good and minimum wage should be coming to a vote soon. If passed it is expected that the Governor will veto it.

Road Inventory Grant – Because there is still some money left and more work to do Karen made a motion to extend the contract with OCNRCD to December 31, 2018, with Brian seconding. Unanimous.

Stump Dump – The stump dump will open for the season Saturday April 28th.

ROAD REPORT:

The road crew is working filling potholes. They crew will be attending a training this Wednesday. Rod will check on the status of the gravel in the stump dump with Jason Sicotte.

EXECUTIVE SESSION:

At 6:40 Brian moved to go into executive session for personnel and zoning issues, with Perry seconding. Unanimous.

Out of executive session at 7:34 no action taken.

ADJOURNMENT: The next regular meeting is scheduled for 6:00 p.m. Monday, May 7, 2018. Brian made a motion to adjourn the meeting at 7:35, with Perry seconding. Unanimous.

Submitted by Bob Kelley, *Unofficial until approved*

**TOWN OF DERBY, VERMONT
SELECT BOARD MEETING**

**Minutes
May 7, 2018**

Present: Brian Smith, Perry Hunt, Grant Spates, Beula Shattuck.

Others: Maryann Tetreault, Renee Falconer, Susan Taylor, Angela Ross, Todd Wright, Hilarie Wright, Faye Morin, Joe Profera, Bill Gardyne, Rod Lyon.

MEETING CALLED TO ORDER - 6:00 P.M.

Warrants #10A in the amount of \$15,431.92 and #10B in the amount of \$52,877.90 were signed.

APPROVE MINUTES:

Perry moved to approve the minutes of April 23, 2018, with Beula seconding. Unanimous.

PUBLIC COMMENTS:

Todd Wright – He is working on a project to get Function Halls allowed on his property on Upper Quarry Road. He has not gotten anywhere with the Planning Commission to rezone his property from Special Lands (SL) to Residential 2 Acre (R2). He is planning on getting a petition to bypass the Planning Commission as he feels he has a lot of support from people he has talked to in town. He was wondering what the Board's thoughts were on the issue. The Board already has ruled that they do not want Function Halls allowed in the SL district. As far as the issue of changing the SL zone on Upper Quarry Rd to R2 the Board will review that if and when it comes before them.

Todd Wright – Retaining part time workers for the Recycling Center can be difficult and Todd thought he might be able to help the Town. He has a recycling center on the Crawford Road right on the Derby border. He may be able to take over the recycling for Derby, but he would need both Derby and Newport on board. It may be more cost effective for the Town.

NEW BUSINESS:

Dog Attack – Renee Falconer – Animal Control Officer Renee Falconer updated the Board on a dog attack that happened on Pine Hill Road last Wednesday. Both she and another woman were attacked in separate instances by the same dog. They both needed medical care and multiple stitches. Renee and the other woman are receiving rabies shots because it is not known if the dog has rabies or not. The dog attacks were unprovoked and extremely vicious. Police eventually came and tasered the dog and brought him to Oasis Kennel. It is expected that the dog will be put down after the required 10 day holding period.

Tax Sales – Angela Ross – Attorney Ross now handles the tax sales for the Town and she had a few issues to discuss with the Board. She works very hard to get the owner to redeem their properties. If they don't and the properties end up going up for tax sale, she believes it is in the Town's best interest to attend the Tax Sales and on a case by case basis buy properties up for sale if no one else bids on them. Mayo property has delinquent taxes going back more than 6 year and she can only collect taxes up to 6 years old. She recommends that delinquent taxes over 6 years old be abated. She recommends that the town buy the Mayo property at the next tax sale on June 8th at 11:00. Telephone Operating Company is listed as being delinquent, but because of a bankruptcy they are legally caught up on taxes and amount listed as delinquent needs to be abated. Paul Baker is listed as delinquent for taxes on an unlanded mobile home. The mobile home has been removed from Town and there is no way to collect the taxes. She recommends that the delinquent taxes be abated. Unlanded mobile homes are tricky and the Town needs to set a policy on how to deal with them. The Town can either buy them at tax sale and evict the people or not put them up for sale. There is a mess with Carl Loukes' property. He owned 2 10.2 acre lots that were delinquent. At the tax sale one lot was sold to collect the delinquent

taxes, but both lots got transferred by error. This has created a big mess that will be very difficult to straighten out.

Elephant Slide – Bill Gardyne – Has sight staked off 3 ft by 8 ft and would need to be 4 ft deep for the base. Town will dig hole for the Historic Society.

Phagmites (Invasive Species removal near 4H Road – Susan Taylor – Taylor's have 2 parcels on Rte 111 with phagmites on it. Town land on 4H Rd also has the phagmites on it. They would like to get rid of it, but unless the town does their land it would be a waste. It would cost the Town approximately \$1,800 to participate in the removal. The Town property ends at approximately the brook. Some is also across Rte 111 on the Reese property which should be taken care of at the same time.

Library Paving – Pike may be willing to donate half the paving and do the rest at the Town's rate if the Town acts as the middle man. Perry moved to approve paving of the Dailey Memorial Library Parking lot provided the Library reimburses the town of all costs incurred, with Brian seconding. Unanimous.

Beach House – Update – Karen not here tonight to update what she has found out about playground equipment. Brian has 2 grills that just need to be installed. Bob will be checking into grants from Lowes for playground equipment. Need to open beach house before May 17th.

Municipal Building – Update – Trim needs work. Either painting or encasing. Bob will look into pricing.

Excess Weight Permit – Structures RBR Inc – Perry signed as Road Commissioner.

Review & Sign: Balance Sheet, Budget Status Report, Delinquent Tax Report, and General Journal Posting Register – All were reviewed and signed.

OLD/OTHER BUSINESS:

Legislative Update – Nothing.

ROAD REPORT:

Paving in progress. New traffic patterns in effect on I-91. No bids yet on truck for sale. Complaints about farmer on Palin Farm Rd is destroying road, deep ruts. Potholes are getting fixed.

EXECUTIVE SESSION:

At 7:17 Brian moved to go into executive session for personnel, with Perry seconding. Unanimous.

Out of executive session at 7:29 no action taken.

ADJOURNMENT: The next regular meeting is scheduled for 6:00 p.m. Monday, May 21, 2018. Beula made a motion to adjourn the meeting at 7:30, with Perry seconding. Unanimous.

Submitted by Bob Kelley, *Unofficial until approved*

TOWN OF DERBY, VERMONT
SELECT BOARD MEETING
Minutes
May 21, 2018

Present: Brian Smith, Perry Hunt, Grant Spates, Beula Shattuck, Karen Chitambar.

Others: Paul Prue, Jaret Judd, Jessica Judd, Roger Ashman, Shannon Brown, Rust Brown, Lorelei Lewis, Brinda Daggett, Monica Judd Powell, Ernest Judd, David Jacobs, Jeff Charland, Karen Camber, Eric Camber, Joe Profera, Rod Lyon, Bob Kelley.

MEETING CALLED TO ORDER - 6:00 P.M.

Warrants #11A in the amount of \$20,350.26 and #11B in the amount of \$65,179.17 were signed.

APPROVE MINUTES:

Perry moved to approve the minutes of May 7, 2018, with Beula seconding. Unanimous.

PUBLIC COMMENTS: None.

NEW BUSINESS:

Ernest Judd – Shooting Range – Mr. Judd is upset with all the noise from the Fish & Game Club shooting range. Government personnel are using it a lot more than they used to. People are shooting full automatic guns. Club supporters explained that the people shooting fully automatic are not doing it at the range. It is in one of the nearby gravel pits. The Board asked them to call the Sheriff the next time there is fully automatic shooting so they can find out what is going on. The range has been there for decades and all the people in the area have purchased or built their houses knowing the range was there.

Reports for Zoning Administrator & Town Administrator –

Planning Commission – They are working on amendment to Articles 2 & 11 of the Bylaw and Zoning Map. They will probably not meet their deadline to get the Town Plan completed for vote at Town Meeting.

Permits - Year to date permits are below average.

Violations - The Therrien violation has been resolved and the Court awarded the Town \$2,200 which covers 2/3 of our attorney's cost. There are a few violations that are in various stages of enforcement.

Champlain Oil – Their Mini-Mart project is dead in the water because they are selling all their properties.

Eagle Point - We are still struggling with the Feds and State to get the R.O.W. signed off to start the project.

Garage Expansion Project - Waiting on the Fire Marshal to approve our variance request so that we can begin the garage expansion project. We have 2 bids for the fire alarm system that we should wait for the Fire Marshal's decision before awarding. Karen moved to accept the bids of \$30,782.83 from Northern Woods Carpentry (construction), \$3,950.00 from Rusty's Electric (electric), and \$5,449.00 from Fred's Energy (plumbing), seconded by Beula. Unanimous.

Municipal Building Trim – There is not enough money in this year's budget we will have to budget appropriately next year.

Dog Attack - The dog that attacked 2 people on Pine Hill Rd has been put down.

Tennis Court - The cracks in the tennis courts should be fixed early this summer. A total rebuild will be approx \$200,000.

Newport Centennial - The ad for Newport's Centennial was approved.

Recycling Hire – Joe Noble is officially done at the Recycling Center. Kansas will be in charge now, but she is leaving in the fall to go to college. It is hard getting reliable help because it is only 9 hours a week. Another person is needed so that they can be trained over the summer before Kansas leaves.

Truck Bids – No bids were received. We will advertise it with VLCT and Vt Local Roads.

Beach House Update – We will plan on a 20x24 area for the playground, it will need to be fenced in due to geese droppings, and rubber mulch will be needed. We should plan on budgeting \$20,000 for the project and look into grants to help pay for it.

Excess Weight Permits – Simpson Dirtworx, J.P. Sicard Inc – Perry signed as Road Commissioner.

Review & Sign Road Grants-In-Aid Program – This year the Town can apply for a road grant and an equipment grant. Perry moved to submit a letter of intent to participate in the RPC/DEC Municipal Roads Grants-In-Aid Program and Equipment Purchase Program, with Brian seconding. Unanimous

Discussion Speed Bumps – Nelson Hill Rd & Derby Pond Rd – The Board was not in favor of speed bumps but will have the Sheriff's Dept run radar in the area.

OLD/OTHER BUSINESS:

Legislative Update – Legislators will be going back on Wednesday to see what is happening with the budget.

ROAD REPORT:

There have been complaints about the ends of driveways after the Town has graded the road. Next year we may need to add gravel to the road instead of paving. A seal on the grader wheel is leaking and will need to be fixed soon. Perry has concerns with spraying roundup to get rid of an invasive plant near the intersection of 4H Rd and Rte 111 because of a stream that dumps into Salem Lake. Paving is under budget so we may be able to do a couple of other small projects.

EXECUTIVE SESSION: None.

ADJOURNMENT: The next regular meeting is scheduled for 6:00 p.m. Monday, June 4, 2018. Beula made a motion to adjourn the meeting at 8:20, with Karen seconding. Unanimous.

Submitted by Bob Kelley, *Unofficial until approved*

**TOWN OF DERBY, VERMONT
SELECT BOARD MEETING**

**Minutes
June 04, 2018**

Present: Brian Smith, Perry Hunt, Grant Spates, Beula Shattuck.

Others: Christopher Roy, Aimee Martineau, Kevin Renaudette, Louise M. Boisvert, Janice A. Beadle, Joe Cicia, Faye Morin, Donna Wiegand Bicknell, Ray Bicknell, Chris Shaffer, Beth Chambers, Paul Chambers, Collin Snay, Ann Snay, Lesley Rae Larsen, Brent Hilliard, Joe Proferra, Dennis Kelley

MEETING CALLED TO ORDER - 6:00 P.M.

Warrants #12A in the amount of \$19,762.67 and #12B in the amount of \$17,999.02 were signed.

APPROVE MINUTES:

Perry moved to approve the minutes of May 21, 2018, with Beula seconding. Unanimous.

PUBLIC COMMENTS: None.

NEW BUSINESS:

Joseph Cicia – Dairninaka Association – Mr. Cicia spoke on behalf of the Dairninaka Association concerning the Town to take over the Dairninaka Drive. He explained that there is 4 full time residents there now and by the end of the year there will be 6 full time residents. Perry explained that there is two sets of regulations that they need to go by he will get a copy to Mr. Cicia to distribute to the other residents. After they have looked them over they can set up a meeting with the Town to go over and answer any questions and concerns they have and to see if the Town can take over the road. Mr. Cicia thanked the Town for putting the signs up on there road. Grant told Mr. Cicia that they are not opposed of the idea and will wait till they hear back from them on meeting with the Association.

Janice Beadle –Canusa Ave-Customs Issues

Concerned Citizens of Canusa Ave have issues with the Custom and spoke about their concerns of leaving and accessing their own residents. Street that goes by customs was traditionally a two way Road and now it is a one way Road with barriers and a vehicle blocking access to their own road. When they leave there resident they have to go thru Customs, with radiation detectors. They are U.S. Residents and are concerned that they are losing their Freedom of movement. Customs want to put up more barriers, Resident are having problems now with the traffic being backed up and they can't leave or enter their homes. Another concern is that they are worried about the Ambulance or the Fire Department getting thru when the traffic is backed up. The residents didn't get any notification on putting in barriers and they are not happy with the whole thing. They are being treated rudely and disrespectful from the customs. There is a problem with the Meal on Wheels, school busses, garbage trucks, oil deliveries, and there is a daycare on the Street that the parents are having trouble getting there to pick up their kids as the traffic is backed up and they have to go thru the customs. The concerned residents have been yelled at, threatened with fines, and chased. Brian will call and see if we can get a meeting with the Legislature, contact the Law Enforcement, and get hold of someone in Washington to see what can be done about this.

Coin Drops- The Board reviewed the request for the Coin Drops and Derby Line Fire Dept, Dailey Memorial Library, Lake Salem Milfoil, and Disabled American Veterans were granted the Drops. Perry moved to approve the Coin Drops with Brian seconding. Unanimous.

Excess Weight Permits – James A. Donovan Trucking – Perry signed as Road Commissioner.

Review & Approve-Fire Alarm Systems Contract for Garage Addition-There were two contracts Round Hill Fence & Security, Inc for \$9,916.00 and Rusty's Electric, LLC for \$11,650.00. Perry moved to approve the contract to Round Hill Fence & Security, LLC with Beula seconding. Unanimous.

Review & Sign –Grant Reimbursement for Eagle Point & Johns River Engineering-Reviewed and signed by the board.

OLD/OTHER BUSINESS:

Legislative Update –Waiting on the budget to be approved.

ROAD REPORT:

The Town is waiting for the Grant Money to come in to be able to start the work on the Fontaine Road. Hauling sand, working on pads, grading is going good, and paving is all done.

EXECUTIVE SESSION: At 6:55 P.M Beula moved to go into executive session for personnel, with Perry seconding. Unanimous.

Out of executive session at 7:22 P.M. no action taken.

ADJOURNMENT: The next regular meeting is scheduled for 6:00 p.m. Monday, June 18, 2018. Brian made a motion to adjourn the meeting at 7:23 P.M., with Beula seconding. Unanimous.

Submitted by Faye Morin, *Unofficial until approved*

**TOWN OF DERBY, VERMONT
SELECT BOARD MEETING**

**Minutes
June 18, 2018**

Present: Brian Smith, Perry Hunt, Grant Spates, Beula Shattuck, Karen Chitambar.

Others: Paul Prue, Chris Roy, Sue Best, Rod Lyon, Joe Profera, Sam Perron, Bob Kelley

MEETING CALLED TO ORDER - 6:00 P.M.

Warrants #13A in the amount of \$19,881.57 and #13B in the amount of \$50,238.22 were signed.

APPROVE MINUTES:

Beula moved to approve the minutes of June 4, 2018, with Perry seconding. Unanimous.

PUBLIC COMMENTS: None.

NEW BUSINESS:

Northwood Stewardship Center – Mr. Perron discussed getting rid of phagmites near the 4H Road with the Board and how to get rid of it. He thought it was an uphill battle but not a losing battle. The Board doesn't want to do it unless all the property owners near there participate.

ZA & TA Updates – Bob Kelley – Planning Commission is continuing to work on bylaw amendments to Articles 2 & 11. 46 permits have been issued to date. All permits are in place for the garage addition, the electrical work has begun and the fire alarm system should be started this week. Cracks in the tennis courts are schedule to be repaired July 2nd – 3rd.

Beach House Playground – Karen researched playground equipment and it will be about \$10,000 for a playground set and swings. Fencing is about \$2,000 and playground mulch is about \$5,000. Lowes and Home Depot have grant programs we can apply for a max of \$5,000 and there is a State Recreations Facilities Grant due the end of July that is a 50/50 match.

Eagle Point/John's River Update – The ROW from the Feds is getting closer to being signed. Tim Ruggles needs to make a minor change of the Easement Plan for the State. It is still hoped that both projects can be completed this year.

Review & Sign – Balance Sheet, Budget Status Report, Delinquent Tax Report, General Journal Posting & 2018 Cash Flow Certificate – All were reviewed and signed by the board.

Truck Bid – 2 bids were received for the 2010 International Dump Truck \$5,500 and \$7,500. Both are below the minimum the Town wanted, but the \$7,500 bid is from another town in the area. The Board felt that helping out another community outweighed holding out for someone to meet the minimum. Brian moved to accept the bid of \$7,500 from the Town of Brownington, seconded by Perry. Unanimous

Walmart - Listers – Walmart is appealing their assessment and the Listers would like to hire an appraisal company to assess the property. Because of the uniqueness of the property we will probably have to look outside the State to find a competent appraiser. The Board agreed with the Listers and gave them the go ahead to look for an appraisal company to help with the appeal.

OLD/OTHER BUSINESS:

Legislative Update – Still at odds with the Governor on the budget.

Yard Sales – Yard sales along Main St in Derby Center need to be looked into.

100th Birthday Party – There is a 100th birthday party for Giselle Seymour at Walmart Thursday afternoon at 1:00 everyone is invited.

Town Employee BBQ – August 11th was set for the Town BBQ.

ROAD REPORT:

The Wallace Rd culvert should be replaced this week. Working on road shoulders. The Western Star is in the shop getting body repairs. 2 storage containers should be arriving this week.

EXECUTIVE SESSION: At 6:55 P.M Beula moved to go into executive session for personnel, with Brian seconding. Unanimous.

Out of executive session at 7:45 P.M. no action taken.

ADJOURNMENT: The next regular meeting is scheduled for 6:00 p.m. Monday, July 2, 2018. Brian made a motion to adjourn the meeting at 7:23 P.M., with Perry seconding. Unanimous.

Submitted by Bob Kelley, *Unofficial until approved*

**TOWN OF DERBY, VERMONT
SELECT BOARD MEETING**

**Minutes
July 2, 2018**

Present: Brian Smith, Perry Hunt, Grant Spates, Beula Shattuck.

Others: Paul Prue, Joe Profera, Bob Kelley

MEETING CALLED TO ORDER - 6:00 P.M.

Warrants #14A in the amount of \$22,190.63 and #14B in the amount of \$141,644.56 were signed.

APPROVE MINUTES:

Brian moved to approve the minutes of June 18, 2018, with Perry seconding. Unanimous.

PUBLIC COMMENTS: None.

NEW BUSINESS:

Review & Sign Rental Agreement for Ice Cream Shop – Matt Wright – The rental agreement was reviewed. This is the same as the previous 5-year agreement. Matt will stain the building this fall. Beula moved to sign the 5-year rental agreement, with Brian seconding. Unanimous.

ZA & TA Updates – Bob Kelley – PC is working on definitions for the bylaw. DRB has a couple of applications coming up. The Ernest Wright/Kyle Berry application has been withdrawn. 53 permits have been issued to date. Therrien violation was not appealed and court's decision will be filed with the Town Clerk. Repairs on the tennis court cracks were started to day.

Eagle Point/John's River Update – Eagle Point - The ROW from the Feds has finally been signed. Ken Sturm met with the State botanist today and there were no issues. A Shoreland Encroachment Permit and approval from the Wetlands Ecologist may be needed. Johns River – VTrans will need a full conceptual & preliminary plan set before starting the ROW process.

Town Office Landscaping – Line by Design – Brian Dubois is out of the landscaping business and we were able to get Line by Design to get the Municipal building looking decent for July 4th. They will also do the beach house, Veteran's Park, and the welcome signs.

Town BBQ Date – August 11th was not working for many people so it was decided to change it to August 18th.

OLD/OTHER BUSINESS:

Legislative Update – Budget passed. Minimum wage bill was vetoed, as was family leave bill.

Canusa Ave – Residents met with representatives from Sanders, Leahy and Welch's offices to discuss the issue with customs.

Beach House Parking – There has been a problem with people illegally parking in the handicap spaces near the beach house. Additional signs are needed and the Sheriff's Dept will check it periodically.

ROAD REPORT:

The 2 storage containers are onsite. We are getting ready to replace the culvert on Fontaine Rd. Bushey Hill Road had a washout at the bottom of Libby Hill over the weekend.

EXECUTIVE SESSION: At 6:55 P.M Beula moved to go into executive session for personnel, with Brian seconding. Unanimous.

Out of executive session at 7:00 P.M. no action taken.

ADJOURNMENT: The next regular meeting is scheduled for 6:00 p.m. Monday, July 16, 2018. Beula made a motion to adjourn the meeting at 7:00 P.M., with Brian seconding. Unanimous.

Submitted by Bob Kelley, *Unofficial until approved*

TOWN OF DERBY, VERMONT
SELECT BOARD MEETING
Minutes
July 16, 2018

Present: Brian Smith, Perry Hunt, Grant Spates, Beula Shattuck, Karen Chitambar.

Others: Paul Prue, Joe Profera, Laurie Moss, Bob Kelley

MEETING CALLED TO ORDER - 6:00 P.M.

Warrants #15A in the amount of \$21,044.44 and #15B in the amount of \$45,054.24 were signed.

APPROVE MINUTES:

Beula moved to approve the minutes of July 2, 2018, with Perry seconding. Unanimous.

PUBLIC COMMENTS: None.

NEW BUSINESS:

Derby Line Community Day – Laurie Moss – The Village is asking for a donation again this year. Last year the Town donated \$1,300 and in prior years has donated as much as \$1,500. Beula moved to donate \$1,500 for Community Day, seconded by Perry. Unanimous.

ZA & TA Report – Bob Kelley – PC is continuing work on definitions for the bylaw. DRB has a couple of applications coming up. 60 permits have been issued to date. Violations on Ashman Dr & Shattuck Hill Rd have been resolved. Tennis court repairs are complete. The grant application for the Beach House playground is almost complete; letters of support from Julie Gunn, Laurie Moss & Coutts Moriarty are expected. We will go with just the playset without the swing. The Eagle Point Bridge needs a Shoreland encroachment permit and the plan needs to be revised to show the mean water level. The wetlands permit can be handled as a general permit since no endangered plants were found.

VLCT Workshop – DRB, Zoning & ZA – Grant is working with VLCT to have a training onsite for the planning boards.

Revision to VT Open Meeting Law – New legislation has better defined when a gathering of the Board is required to be warned. This allows the Board to attend trainings and other gatherings where they are not conducting town business without having to warn a meeting.

Review & Sign – Balance Sheet, Budget Status Report, Delinquent Tax Report & General Journal Posting – All were reviewed and signed.

OLD/OTHER BUSINESS:

Legislative Update – None.

ROAD REPORT:

The pad for the town garage addition has been prepped. A large tree had to be removed near the Hayward/Fontaine Rd intersection. There is a recall on the hydraulics for the excavator, but repairs can wait until fall and will be covered under warrantee. Truck #2 is scheduled for a frontend alignment. Road mowing is ongoing. We are out of chloride and will not be grading roads until more gets delivered.

EXECUTIVE SESSION: None.

ADJOURNMENT: The next regular meeting is scheduled for 6:00 p.m. Monday, July 30, 2018. Beula made a motion to adjourn the meeting at 7:00 P.M., with Karen seconding. Unanimous.

Submitted by Bob Kelley, *Unofficial until approved*

TOWN OF DERBY, VERMONT
SELECT BOARD MEETING
Minutes
August 13, 2018

Present: Brian Smith, Grant Spates, Beula Shattuck, Karen Chitambar.

Others: Ernest Wright, Donna Wright, Todd Wright, Hilarie Wright, Trevor Evans, Mike Carbonneau, Robin Smith, Chris Roy, Joe Profera, Bob Kelley

MEETING CALLED TO ORDER - 6:00 P.M.

Warrants #17A in the amount of \$20,130.92 and #17B in the amount of \$43,391.22 were signed.

APPROVE MINUTES:

Brian moved to approve the minutes of July 16, 2018, with Beula seconding. Unanimous.

PUBLIC COMMENTS: None.

NEW BUSINESS:

N C Chamber of Commerce – Tabled. No representative from the Chamber present.

Lions Club – Amy & Paul Snider – Tabled, the Sniders could not make it tonight and asked to be rescheduled.

Joe Cicia – Dairinaka Dr – Tabled. For now Mr. Cicia is discussing issues with the road foreman and commissioner.

Trevor Evans – TR43 – Mr. Evans would like the board to abandon Town Road 43. It is 0.40 mile section of Class 4 road off of Schuler Road. The only 2 landowners along this road are Mr. Evans and Mr. Roberge. Both are in favor of the town abandoning it. With new State regulations it will be an added expense to the Town to maintain drainage because it is hydrologically connected. The Board agreed that the road serves no town purpose. Brian moved to begin the process to discontinue TR43, with Beula seconding. Unanimous.

Mike Carbonneau – Mr. Carbonneau lives at the end of Glover Road which is classified as a legal trail which the Town has no responsibility to maintain. One of the other property owners is logging their land and causing damage to the road and not paying anything to repair or help maintain the road. Mr. Carbonneau is wondering if there was anything the Town might be able to do to help out; ditching, adding gravel to crown the road, etc... No road agreement for the users to share in the cost. The Board wants to wait and talk to Perry and Rod and check the road out better.

Approve Tax Rate – Beula moved to approve a Residential Tax Rate of 1.7560 (1.3643 Education & 0.3917 Town) and a Nonresidential Tax Rate of 2.0049 (1.6132 Education & 0.3917 Town), seconded by Brian. Unanimous

Sign Excess Weight Permit – Curries Logging – Perry signed as road commissioner prior to going on vacation.

Review & Sign – Balance Sheet, Budget Status Report, Delinquent Tax Report & General Journal Posting – All were reviewed and signed.

ZA & TA Report – Bob Kelley – PC is continuing work on definitions, DRB has one application pending, 74 permits year to date, zoning violation with a deck that may become an issue, Wright's had another wedding on their property, Beach House playground grant application has been submitted, still jumping through hoops from the State for the Eagle Point project construction may be pushed out to next year, nothing new to report on the Johns River project, the Town needs to apply for a Municipal General Roads permit, the recycling camera does not capture license plates in the dark but it should not be an issue if they close the gate at

night, there was a dog bite incident in Derby Line on July 22nd but it was on the owner/keepers property and the Town does not have jurisdiction therefore it is a private matter between the 2 parties.

The Board discussed the Wright violation. Bob is asking for permission to send it to the Town attorney for enforcement in Environmental Court. The Wright's are getting a petition together to change the bylaw so that the use is allowed on their property and are asking the Board to hold off on enforcement. Brian moved to table enforcement action for 2 months, seconded by Beula. Unanimous, with Karen abstaining.

OLD/OTHER BUSINESS:

Legislative Update – None.

VLCT Training – Grant has tentatively set up with VLCT an onsite training session for September 13th from 6-8 in the evening. The training will focus on the roles, responsibilities, and working relationship between the Development Review Board, Planning Commission and Zoning Administrator.

Town Picnic – The picnic is this Saturday and 52 employees/board members/spouses have signed up, which is much better than last year.

Derby Pond Road – There is a bad corner that the Town needs to look into.

ROAD REPORT: None.

EXECUTIVE SESSION:

At 6:59 Beula moved to go into executive session to discuss personnel, seconded by Brian. Unanimous.

Out of executive session at 7:11 – Brian moved to hire candidate A on a provisional basis at minimum wage for the recycling center, with Karen seconding. Unanimous

ADJOURNMENT: The next regular meeting is scheduled for 6:00 p.m. Monday, August 27, 2018. Beula made a motion to adjourn the meeting at 7:12 P.M., with Brian seconding. Unanimous.

Submitted by Bob Kelley, *Unofficial until approved*

TOWN OF DERBY, VERMONT
SELECT BOARD MEETING
Minutes
August 27, 2018

Present: Brian Smith, Grant Spates, Beula Shattuck, Karen Chitambar, Perry Hunt.

Others: Louise Whipple, Paul Snider, Logan Snider, Amy Snider, Reginald Smith, Travis Bartley, Rod Lyon, Robin Smith, Chris Roy, Joe Profera, Bob Kelley

MEETING CALLED TO ORDER - 6:00 P.M.

Warrants #18A in the amount of \$20,406.46 and #18B in the amount of \$89,268.54 were signed.

APPROVE MINUTES:

Beula moved to approve the minutes of August 13, 2018, with Perry seconding. Unanimous.

PUBLIC COMMENTS:

Louise Whipple talked to the Board about mountain biking. She is part of a group that is trying to expand mountain biking trails in the Derby-Newport area. She used Burke as an example of how it can benefit the community. She is a board member of the Memphremagog Ski Touring Foundation (MSTF). They have a few biking trails on the Primeau property and will be holding fundraisers to raise \$30,000 to expand the trails to other areas in the Town. They the different sponsor levels if the Town is interested in supporting this. The Board will take it under consideration.

Logan Snider would like to make his Boy Scout Eagle project replacing the Derby Welcome sign that was destroyed. The Board thought it was an excellent idea.

NEW BUSINESS:

Lions Club – Amy Snider – Amy asked the Board for permission to have a Tree Lighting Ceremony on the Green in front of the NCJHS this winter. She explained her vision for the event to bring more of the holiday spirit to the area. The Board thought it was a great idea and granted her permission to use the property.

Reginald Smith – Derby Pond Rd – The curve in front of his house at 553 Derby Pond Road has been an ongoing problem for years. In the last year there has been several people go off the road and something needs to be done. To make the curve less severe will probably require increasing the width of the right of way in that area and getting easements from the 2 property owners on the west side of the road. It will be looked into to see what can be done.

Kingdom Games – Dandelion Run – The Board granted Kingdom Games permission to use the beach house again next year. The Dandelion Run will be on Saturday, May 18, 2019 and they will set up the Thursday and Friday before the event.

Dog Bite – The incident happened on the owner/keeper's property and is therefore out of the jurisdiction of the Town.

Beach House – Chairs, Tables and Grills – It was thought that having folding tables and chairs for inside the beach house would be a good idea. For \$2,000 we can get 50 folding chairs, a rack to put them on and 6 – 8' long tables. It will need to be added to the budget for next year. There was also discussion about enlarging the kitchen.

3 Way Stop on West Street – There has been many near accidents at the West Street/Joseph Street intersection. Traffic on West St has increased and GPS routes cars down West St. It was thought that a 3 way stop sign might help out. There will have to be warnings on the road announcing the new stop signs or people will be blowing right thru them.

Sign Excess Weight Permit – Vigneault – The Excess Weight Permit was denied for past violations.

ZA & TA Report – Bob Kelley – The Planning Commission is almost done reviewing definitions. The DRB has 2 permits pending for their next meeting. 2 ongoing zoning violations are being dealt with. Grant applications for the Beach House Playground should be going out to Home Depot and Lowes this week. The beach house plumbing problems have been repaired. The State has begun review of our Shoreland Encroachment Permit for the Eagle Point project. We will be submitting a Notice of Intent to apply for the Municipal General Roads Permit, the \$240 fee is in with tonight's warrants. Recycling – Brian Pfaff has quit, Pat Silvestri was hired and seems to be working out fine, Joe Noble is helping out on Saturdays, and Board approved hiring another worker. Someone needs to be trained on using the cameras at recycling. Feds have set up a meeting with Canusa Ave residents for Thursday, September 20th at 6:00 p.m. here in the Municipal Building.

Review & Sign – Retention Plan – The Retention Plan was reviewed and signed.

OLD/OTHER BUSINESS:

Legislative Update – None.

VLCT Training – A reminder to everyone of the VLCT onsite training session for September 13th from 6-8 in the evening. The training will focus on the roles, responsibilities mainly for the Development Review Board, Planning Commission and Zoning Administrator. Selectboard is recommended to attend also. Grant has a NVDA meeting and cannot make it.

Ambulance Building – Building is getting foreclosed and will be going to auction this winter or spring. Does the Town have any interest in this building? Would need taxpayer permission to purchase it.

ROAD REPORT: None.

Bushey Hill Rd project done. Fontaine Rd projects almost completed. Purchased compactor with grant money funding most of the cost. Roy St residents want Town to pave it, cost is about \$100k. Dairninaka Rd residents want us to take it over, total length about 1 mile, was built to Town specs, but does need some ditch work. Robillard Rd class 3 for 0.15 miles and we have not been maintaining it, needs work that Town is responsible for, needs a turnaround etc... total cost could be as high as \$50k. The Town needs to decide what they want to do and budget accordingly next year. Hydrodig is not good for roadside mowing as we thought it would be, so we had to hire out the roadside mowing at a cost of \$12k which is less than prior years but more than budgeted. Perry will look into the request to discontinuing a spur off Schuler Rd and we will put it on the agenda for next meeting.

EXECUTIVE SESSION:

At 7:20 Beula moved to go into executive session for an employee issue, seconded by Brian. Unanimous.

Out of executive session at 8:08 – No action taken.

ADJOURNMENT: The next regular meeting is scheduled for 6:00 p.m. Monday, September 10, 2018. Perry made a motion to adjourn the meeting at 8:09 P.M., with Brian seconding. Unanimous.

Submitted by Bob Kelley, *Unofficial until approved*

TOWN OF DERBY, VERMONT
SELECT BOARD MEETING
Minutes
September 4, 2018

Present: Brian Smith, Grant Spates, Beula Shattuck, Karen Chitambar, Perry Hunt.

Others: Bob Kelley

MEETING CALLED TO ORDER - 6:04 P.M.

EXECUTIVE SESSION:

At 6:05 Brian moved to go into executive session with the Town Administrator to consider disciplinary action against a Town employee, seconded by Perry. Unanimous.

Out of executive session at 6:27 – Perry moved to suspend Travis Bartley with pay until midnight September 10, 2018, seconded by Karen. Unanimous.

ADJOURNMENT: The next regular meeting is scheduled for 6:00 p.m. Monday, September 10, 2018. Brian made a motion to adjourn the meeting at 6:28 P.M., with Beula seconding. Unanimous.

Submitted by Bob Kelley, *Unofficial until approved*

TOWN OF DERBY, VERMONT
SELECT BOARD MEETING
Minutes
September 10, 2018

Present: Brian Smith, Grant Spates, Beula Shattuck, Karen Chitambar, Perry Hunt.

Others: Paul Prue, Ronald Vigneault, Roland Vigneault, Joe Profera, Bob Kelley

MEETING CALLED TO ORDER - 6:00 P.M.

Warrants #19A in the amount of \$19,158.76 and #19B in the amount of \$472,667.72 were signed.

APPROVE MINUTES:

Beula moved to approve the minutes of August 27, 2018 and September 4, 2018, with Brian seconding. Unanimous.

PUBLIC COMMENTS:

Paul Prue asked about private roads. The board explained their policy about requests to take over a road and which roads they have had requests from recently.

NEW BUSINESS:

Ron Vigneault – Discuss Excess Weight Permit – Damage to the legal trail portion of Glover Road was the reason for denying the permit. It was agreed that if Mr. Vigneault spread a couple loads of gravel to repair the damage he had done to the road that they would grant him the Excess Weight Permit.

Town of Morgan – Vault Use – Morgan is renovating/adding on to their vault and need a secure place to store their recording books during renovations. They are asking to use our down stairs vault and will bring a copier for their Assistant Clerk to work with during their renovation. This will be starting the middle of October and will last about a month. Perry moved to grant the request from the Town of Morgan, with Brian seconding. Unanimous

TA & ZA Update – Due to Labor Day the DRB & PC did not meet last week. There have been 88 permits issued year to date. We received an \$8,900 grant from the State for the Beach House Playground Project. It is hoped to build it this fall. A draft Shoreland Encroachment permits has been issued by the State for the Eagle Point bridge project; the comment period ends Oct 8th. We will not be able to start the project until next year. Nothing new to report on the Johns River bridge project. Gary Leavens is concerned with speeding and ATV's on Nelson Hill Road, the Sherriff's Dept has been directed to patrol the area. Northern Woods Carpentry will be starting the garage addition no later than Oct 1st. Mark Daignault has been hired to work at the Recycling Center, his first day was Saturday. Reminder, there is a meeting here Thursday, September 20th at 6:00 pm with the Feds and Canusa Ave residents.

Review Drug & Alcohol Policy – Derby's current policy is out of date and needs to be updated. Shelburne's policy and VLCT's model policy were handed out. Shelburne's policy was created using the VLCT model policy. The board will review VLCT's model Drug & Alcohol Policy for their next meeting. Jim Carrien from VLCT will be at their next meeting to answer any questions the Board may have.

Sign & Review – Balance Sheet, Budget Status Report, Delinquent Tax Report, General Journal Posting Register – All were reviewed and signed.

OLD/OTHER BUSINESS:

Legislative Update – None.

VLCT Training – A reminder to everyone of the VLCT onsite training session for September 13th from 6-8 in the evening. The training will focus on the roles, responsibilities mainly for the Development Review Board, Planning Commission and Zoning Administrator. Selectboard is recommended to attend also.

Derby Line Interstate Bridge – It was suggested that the bridge be dedicated to Joe Queenin. The Town will look into it. The State owns the bridge.

Groceries & Lack of Transportation – A store in St. Johnsbury offers free grocery delivery to those who need it. The Area Council on Aging brought up this issue. The Board will look into sending an open letter to the grocery stores in the area asking if they would consider offering this service.

Mountain Bike Club – Need to get this issue on the Agenda for further discussion.

ROAD REPORT:

Fontaine Rd projects are done. Culvert realigned on Lindsay Rd. All equipment and trucks are running good. New truck should arrive soon to have the body installed. Roads are in good shape. Crushed gravel at the Stump Dump works good. With Travis on suspension we need another Road Crew Member. Beula move to advertise for a temporary road crew position with the possibility that it may become full time, with Karen seconding. Unanimous.

EXECUTIVE SESSION:

At 6:23 Beula moved to go into executive session for a personnel matter and ask that Bob Kelley be included, seconded by Brian. Unanimous.

Out of executive session at 6:37 – Perry moved to suspend Travis Bartley without pay for up to 90 days, with Brian seconding. Unanimous.

ADJOURNMENT: The next regular meeting is scheduled for 6:00 p.m. Monday, September 24, 2018. Beula made a motion to adjourn the meeting at 7:11 P.M., with Karen seconding. Unanimous.

Submitted by Bob Kelley, *Unofficial until approved*

**TOWN OF DERBY, VERMONT
SELECT BOARD MEETING**

Minutes

September 24, 2018

Present: Brian Smith, Grant Spates, Beula Shattuck, Karen Chitambar, Perry Hunt.

Others: Paul Prue, Louise Whipple, Rod Lyon, Jim Carrien, Annie Coffey, Everett Coffey, Dana Lesperance, Joe Profera, Bob Kelley

MEETING CALLED TO ORDER - 6:00 P.M.

Warrants #20A in the amount of \$36,216.05 and #20B in the amount of \$47,799.51 were signed.

APPROVE MINUTES:

Perry moved to approve the minutes of September 10, 2018, with Beula seconding. Unanimous.

PUBLIC COMMENTS:

Everett Coffey asked the Board to identify themselves.

NEW BUSINESS:

Everett Coffey – Leo Lane/Boulder Drive – Mr. Coffey would like roads to be private roads rather than Legal Trails. He explained his reasons and stated that he has talked to most of the people who live along the roads and they agree. In looking at the Town Highway map it was determined that Leo Lane is a private road and Boulder Drive is a Legal Trail 0.32 miles long. Perry made a motion to begin the process of discontinuing Legal Trail #9 (Boulder Drive), with Brian seconding. Unanimous.

Veterans Memorial – Combat Vets Motorcycle Association – Dana Lesperance – Vermont is hosting the Region 3, 2019 Regional Meeting from July 25th – 28th. The Base of Operations is the American Legion in Newport. On July 27th they are planning a motorcycle parade from the American Legion to our Veterans Memorial Park and a ceremony at the park to include speeches, a 21 musket salute and cannon volley by the Vermont Civil War Hemlocks, taps by the 40th Army Band, etc... Mr. Lesperance is here to ask permission to use the park for this event. The Board was very much in favor of the event. Grant thought that the Town may be able to help with traffic control. Perry moved to grant the Combat Vets Motorcycle Association use of the park for the event, with Brian seconding. Unanimous

Mountain Bike Club – At a previous meeting Louise Whipple explained the club's goals and that they are looking for sponsors to raise \$30,000 to build trails. After much discussion, Perry moved to have the Town donate \$1,000 to help sponsor this project, with Karen seconding. Ayes – Karen, Perry, Grant. Nays – Brian, Beula. The motion passes.

Review Drug & Alcohol Policy – The Board is using VLCT's model policy as a basis for revising our existing policy that was adopted in 1995 and is very out of date. Jim Carrien from VLCT was present to answer any of the Boards questions and explain all the elements that are required to be in the policy. The Board went over VLCT's model policy and customized it to fit the Town's needs. Bob will make the proposed changes and have a draft for the Board to review at their next meeting.

Poulin Land Purchase – Cory Poulin has approach Grant about the Town buying a 16 acre parcel of land that would connect the Town Garage site with the Town Offices. He is offering it for \$200,000, which is the price he paid for the land. Mr. Poulin realizes that the voters would need to approve this and is willing to sign a Purchase/Sale agreement with the Town with 2 conditions: 1 - the Town get voter approval at Town Meeting and 2 – the current purchase agreement he has for the sale of his house on Main Street goes thru. Town Garage site is getting crowded and at some point in the future a new garage may be needed, recycling may need to be

expanded, the tennis courts need to be rebuilt, etc... There are many unknowns in the future and this may be an opportunity that the Town may not want to pass up. We should look into getting a study done on the pros and cons for purchasing this property before Town Meeting so that the voters can make an informed decision. Brian moved to enter into a Purchase/Sale agreement to buy the 16 acre parcel for \$200,000 contingent upon getting voter approval at Town Meeting and the successful sale of the Poulin house on Main Street, with Perry seconding. Unanimous

TA & ZA Update – DRB has 1 application next week. PC is continuing review of bylaw. 98 permits year to date. Beach House Playground equipment will take 3-4 weeks for delivery. It was decided to wait until spring to build. Town Garage addition should begin next week. Bridge Naming (Joe Queenin) - VT Transportation Board has rules for naming bridges, so it is possible to petition them to name the Derby Line Bridge over the Interstate in honor of Joe Queenin. Groceries & Lack of Transportation - Karen will draft a letter to grocery stores asking them to consider delivering to residents who are house bound.

3-Way Stop – West & Joseph Street – There has been a number of near accidents at this intersection due to poor sight distances. The Nelson Hill Road/Derby Pond Road intersection was also discussed and it was felt that requiring a stop sign for the traffic coming down Nelson Hill Road was needed. Brian moved to convert the West St/Joseph St intersection an all way stop intersection and to add a stop sign for the southwest bound lane on Nelson Hill Rd at the Nelson Hill Rd/Derby Pond Rd intersection, with Perry seconding. Unanimous

Review applications for Road Crew – Applications will be reviewed in executive session.

Dog Park Committee – Appointing Member – The Dog Park Committee is requesting Mark Linton be appointed to the Committee. Karen moved to appoint Mark Linton to the Dog Park Committee, with Perry seconding. Unanimous

OLD/OTHER BUSINESS:

Legislative Update – None.

ROAD REPORT:

The road crew has been cleaning culverts. Adding a cross culvert at Jambash Peak Rd will be looked into. The hydro dig and loader are having a couple of issues that will be repaired under warrantee. Truck #1 is having problems and may be at the end of its useful life. The new truck has arrived and the body is being installed.

EXECUTIVE SESSION:

At 8:15 Brian moved to go into executive session for employee evaluations and for a personnel issue, with Perry seconding. Unanimous.

Out of executive session at 8:47. No action taken.

ADJOURNMENT: The next regular meeting is scheduled for 6:00 p.m. Monday, October 8, 2018. Brian made a motion to adjourn the meeting at 8:48 P.M., with Perry seconding. Unanimous.

Submitted by Bob Kelley, *Unofficial until approved*

TOWN OF DERBY, VERMONT
SELECT BOARD MEETING
Minutes
October 8, 2018

Present: Brian Smith, Grant Spates, Beula Shattuck, Karen Chitambar, Perry Hunt.

Others: Rod Lyon, Joe Profera, Bob Kelley, Faye Morin, Chris Roy.

MEETING CALLED TO ORDER - 6:00 P.M.

Warrants #21A in the amount of \$17,595.11 and #21B in the amount of \$187,434.74 were signed.

APPROVE MINUTES:

Beula moved to approve the minutes of September 24, 2018, with Brian seconding. Unanimous.

PUBLIC COMMENTS: None.

NEW BUSINESS:

Winston Bartley – Skate Shack Rental Policy – Mr. Bartley was not present to discuss the policy.

Review Drug & Alcohol Policy – The revised draft from last meeting was reviewed. This policy will replace the policy adopted in 1995. Karen moved to approve the revised Town of Derby Drug & Alcohol Policy for CMV Operators as printed, with Perry seconding. Unanimous.

Review & Approve Pay Rates – Perry is proposing pay increases for the Road Crew based on their last performance reviews; they vary from \$0.25 to \$0.75 per hour. Perry moved to approve the pay rates, with Beula seconded. Unanimous.

TA & ZA Update – DRB has 1 application next week. PC is continuing review of bylaw. 101 permits year to date. 2 Zoning violations are being dealt with. Road Crew will be closing up the Beach House tomorrow. Stump Dump will be closed after the first Saturday in November. The Eagle Point and Johns River FLAP projects are slowly moving along. Northern Woods Carpentry has not started the garage addition yet and they are not returning calls. They were supposed to begin by October 1st. The Board would like to see if the second lowest bidder, Charland Builders will be able to do the job and if their quote is still good. Better Roads Grants are due Oct 26th, Transportation Alternative Program grants are due Oct 17th, and we are using the Grants in Aid grant for Crawford Rd. Groceries & Lack of Transportation – Karen’s draft was reviewed and some more tweaking is needed.

Review & Sign – Balance Sheet, Budget Status Report, Delinquent Tax Report, and General Journal Posting – All were reviewed and signed.

Derby Line Ambulance – Grant and Perry have heard from agencies regarding the pending sale of the Ambulance building. It looks like the federal agencies will be fighting over who gets proceeds from the sale. The Fire Dept radios have been removed from the Ambulance building by an unknown person or agency. We need to recover the radios.

OLD/OTHER BUSINESS:

Legislative Update – None.

ROAD REPORT:

Truck #1 is dead and is being salvaged for parts. We need to contact Jason Sicard, by registered mail if necessary, about the gravel in the Stump Dump and calculate how much is left for the Town to purchase. Cargill’s salt price is slightly lower than last year. Beula moved to sign the contract with Cargill for this winter’s salt, with Karen seconding. Unanimous

EXECUTIVE SESSION: None.

ADJOURNMENT: The next regular meeting is scheduled for 6:00 p.m. Monday, October 22, 2018. Beula made a motion to adjourn the meeting at 7:07 P.M., with Brian seconding. Unanimous.

Submitted by Bob Kelley, *Unofficial until approved*

**TOWN OF DERBY, VERMONT
SELECT BOARD MEETING**

**Minutes
October 22, 2018**

Present: Brian Smith, Grant Spates, Beula Shattuck, Karen Chitambar, Perry Hunt.

Others: Scott Boskind, Lynn Martin, Tony Roberge, Winston Bartley, Brooke Grams, Joe Profera, Bob Kelley.

MEETING CALLED TO ORDER - 6:00 P.M.

Warrants #22A in the amount of \$21,207.48 and #22B in the amount of \$7,092,960.99 were signed.

APPROVE MINUTES:

Beula moved to approve the minutes of October 8, 2018, with Perry seconding. Unanimous.

PUBLIC COMMENTS: None.

NEW BUSINESS:

Christian Brown/Scott Boskind – Baseball Field Project – Mr. Boskind explained that NCUJHS is looking into rearranging their soccer fields and adding a baseball field and a softball field behind the school. It is estimated that the ground work will be about \$15k and the fencing \$30k. Grant opportunities and fund raising were discussed.

Winston Bartley – Skate Shack Rental Policy – Mr. Bartley does not think the Town should be renting property for commercial uses and competing with commercial property owners. He explained all the different requirements and fees he needs to deal with that the Town does not. His concerns had to do with mainly State regulations and Village water & sewer fees which the Town has no control over. The Board explained their reasoning for leasing the Skate Shack. It is a good fit for the Town because the Town only needs the building during the winter and the ice cream shop only uses it in the summer.

Road Discontinuance – TH 43 (off Schuler Rd) & Legal Trail 9 (Boulder Dr) – The Board reviewed and signed the Discontinuance Notices drafted by the Town Attorney. There will be a public hearing on December 3, 2019 for public input on the proposed discontinuances.

TA & ZA Update – DRB has next week off. PC is continuing review of bylaw. 113 permits year to date. The Penfield violation should be resolved by the end of the month. The Beach House is all closed up. Saturday November 3rd will be the last day the Stump Dump will be open for the season. The Shoreland Encroachment permit for the Eagle Point project has been issued. A wetlands permit is still needed, the application fee will be included in the next set of warrants. Nothing new on the Johns River Project. The garage addition is under way, most of the construction is done, electric and plumbing still needs to be done. A grant application to replace the salt shed roof has been submitted, they will announce the awards late January/early February. The Crawford Road ditching funded by Grants In Aid is complete. We will be applying for 2 Better Roads Grants this year for ditching projects along Bushey Hill Rd and Hinman Settler Rd. US DOT reviewed the Town in regards to our CDL Drug & Alcohol procedures, 2 minor issues were discovered. According to Craig Ellam the missing Ambulance radios, repeater, and duplexer do not belong to the Town, but they are set to the Fire Dept frequency and require his permission to use. He doesn't like having equipment set to his frequency out there that he doesn't know about. When USDA inspected the building in March the equipment was not in the building.

OLD/OTHER BUSINESS:

Legislative Update – None.

ROAD REPORT:

We are almost done hauling sand. The crew will start putting out whips. The body on the new truck is being installed. Rod will be bringing a truck in for warrantee work and will check on the new truck while he is in the area. A generator for the Town Garage will be in the \$8k range, grant opportunities will be looked into. We need to have the crushed gravel pile measured to determine how much gravel is left now that JP Sicard has complete the Derby Line Interstate Bridge project. The Town is still looking to hire someone for the Road Crew. None of the last applicants worked out. Perry just got a new application in and they will be interviewing him this week.

EXECUTIVE SESSION:

At 6:59 Beula moved to go into executive session for personnel issues, with Perry seconding. Unanimous.

Out of executive session at 7:13. No action taken.

ADJOURNMENT: The next regular meeting is scheduled for 6:00 p.m. Monday, November 5, 2018. Brian made a motion to adjourn the meeting at 7:14 P.M., with Karen seconding. Unanimous.

Submitted by Bob Kelley, *Unofficial until approved*

TOWN OF DERBY, VERMONT
SELECT BOARD MEETING
Minutes
November 5, 2018

Present: Brian Smith, Grant Spates, Beula Shattuck, Karen Chitambar, Perry Hunt.

Others: Faye Morin, Robin Smith, Rod Lyon, Paul Prue, Jason Nye, Ed Barber, Bob Kelley.

MEETING CALLED TO ORDER - 6:00 P.M.

Warrants #23A in the amount of \$18,544.01 and #23B in the amount of \$159,561.31 were signed.

APPROVE MINUTES:

Beula moved to approve the minutes of October 22, 2018, with Perry seconding. Unanimous.

PUBLIC COMMENTS: Robin Smith asked if signs could be put up along Holland Road asking that trucks not use their Jake Brakes. They create a lot of noise when coming down Caswell Ave.

NEW BUSINESS:

Peter Auclair – Town Forest - Geocaches – Mr. Auclair was not present, but as a learning exercise for students, he would like to put a Geocache in the Town Forest and would need to clear small underbrush to make a path to it. Karen moved to approve the request with reasonable clearing for a path, with Perry seconding. Unanimous.

Newport Ambulance Budget – Grant quickly went over the Ambulance’s proposed budget and monthly billing was discussed. Newport Ambulance will be at the next meeting to go over their budget in more detail and answer questions.

West St & Nelson Hill Rd Signs – A Traffic/Engineering study is needed before towns can install stop signs in new locations. The new West St & Nelson Hill Rd stop signs have been taken down for now. The Town will ask the State for assistance with the required Traffic/Engineering study.

Flag Discussion – The American Legion is asking for a donation for the flag they gave us. Brian moved to give the American Legion a \$100 donation for the flag, with Beula seconding. Unanimous.

Update on Ball Park Field – The Vermont Outdoor Recreation Communities grant is not a good fit for the NCUJHS ball field. Maybe there are some revolving loan funds available if needed. It was thought that the VORC grant may be a good fit for the proposed mountain bike trails. Bob will notify Louise Whipple about the grant.

TA & ZA Update – The DRB & PC both have next week off due to Veterans Day. The Penfields have not removed the junk cars from their lot as promised and have been sent a Notice of Violation. Tracy Degre Concrete has cleaned up the trash on his lot; police are still trying to determine who dumped it there. The Stump Dump is closed for the season. JP Sicard is done hauling gravel from the Stump Dump; Gosselin will measure the pile in the next couple of weeks to determine how much is left for the Town to purchase. Nothing new to report on the Eagle Point and Johns River projects. The electrician has started work on the garage addition and the plumber should be in this week. Better Roads Grants have been submitted for ditching work on Hinman Settler Rd and Bushey Hill Rd. Gilman Housing would like to meet with the Town concerning the \$115,000 deferred loan with the Town through VCDP.

Review & Sign Excess Weight Permit – R.E. Vize Mobile Home Trans LLC – The Board reviewed the permit and Perry signed it as Road Commissioner.

Resignation – Perry Hunt – Road Commissioner – The duties of Road Commissioner are taking up more and more time with all the regulations that need to be followed. The requirement for putting up a stop sign is one example. He would like to talk to the Board in Executive session before deciding whether to resign as Road Commissioner or not.

OLD/OTHER BUSINESS:

Legislative Update – None.

Joe Queenin Bridge Naming – The Board would like to move forward with the request to the State to name the new bridge over I-91 after Joe Queenin and are hoping that it can be done by Memorial Day.

ROAD REPORT:

The road side marker whips are all up. It will be about \$3,000 to put in a roll-up fire rated door to the oil room. Bob will talk to Northern Woods Carpentry about a discount on the garage addition due to not having to install steel support posts. The savings should pay for the door. Regis Beloin would like to log his land on Beebe Road and the strip between the road and power line will be difficult due to the limited space. The road may have to be closed or flaggers required.

EXECUTIVE SESSION:

At 6:52 Perry moved to go into executive session for personnel issues, with Karen seconding. Unanimous.

Out of executive session at 7:36. Perry decided not to resign as Road Commissioner.

ADJOURNMENT: The next regular meeting is scheduled for 6:00 p.m. Monday, November 19, 2018. Beula made a motion to adjourn the meeting at 7:38 P.M., with Karen seconding. Unanimous.

Submitted by Bob Kelley, *Unofficial until approved*

TOWN OF DERBY, VERMONT
SELECT BOARD MEETING
Minutes
November 19, 2018

Present: Brian Smith, Grant Spates, Beula Shattuck, Perry Hunt.

Others: Paul Prue, Mike Paradis, Charlie Pronto, Jeff Johansen, Brian Pickard, Charlie Pronto, Peggy Kelley, Larry Kelley, Sue Best, Joe Profera, Bob Kelley.

MEETING CALLED TO ORDER - 6:00 P.M.

Warrants #24A in the amount of \$17,299.66 and #24B in the amount of \$392,575.58 were signed.

APPROVE MINUTES:

Beula moved to approve the minutes of November 5, 2018, with Perry seconding. Unanimous.

PUBLIC COMMENTS: None.

NEW BUSINESS:

Newport Ambulance – Charlie Pronto explained how Newport Ambulance has evolved over the last year. The proposed contract to service Derby for 2019 is \$137,105 and will be billed monthly. This is based on per capita. The Board had reviewed the Ambulance budget and did not have any questions that Mr. Pronto had not already covered. Brian moved to approve the contract with Newport Ambulance for \$137,105 to be billed monthly, with Perry seconding. Unanimous.

Rural Edge – VCDP Loan – Brian Pickard explained their current project to renovate apartments on Caswell Ave and the Kidder Block and is asking the Board to request that VCDP convert an existing \$115,000 deferred loan on the Kidder Block into a grant. This will help them move forward on their current project and support affordable housing. Perry moved to request VCDP convert the existing deferred loan into a grant and authorize Town Administrator Bob Kelley to sign all necessary paperwork, seconded by Beula. Unanimous.

Sign Drift Duster Form – Michael Koehler was present to ask the Board to approve the use of Town property for snowmobile trails for the 2018-2019 season. There is no change from last year. Perry moved to approve the request, with Beula seconding. Unanimous.

Hinman Settler Road – Larry Kelley is asking the Town to put more effort in plowing Hinman Settler Rd. He uses the road early in the morning often and has had issues and thinks that because it is a class 2 road that it should be better maintained. The Town's goal is to have the roads passable in time for the school busses and each route takes 3½-4 hours. Perry will talk to the Road Foreman about it to see if something can be done.

TA & ZA Update – The PC is almost done with amendments to Article 2 of the zoning bylaw. The DRB has 4 applications next week. The Penfields claim to have removed the junk cars from their lot. Todd & Hillarie Wright claim to have the signatures needed to bypass the PC to change their land from Special Lands to Residential 2 Acre, but have not submitted the petition yet. The Board asked Bob to discuss the possibility putting other lands they own into Special Land in exchange for removing the land near their barn into Residential 2 Acre. Waiting on Gosselin to measure the gravel pile in the Stump Dump. Nothing new to report on the Eagle Point and Johns River projects. The garage addition is complete except for the interior door. We are holding up payment to Northern Woods Carpentry until we get clarification on the cost due to the changes to the project. The Tree Lighting event is scheduled for December 8th and Ann Kelley has organized a Light Up the Night Parade for the same night. It will start at the Price Chopper parking lot and end at the Derby Village Store. The Sheriff's Dept has agreed to lead the

procession. We are waiting to hear back from VTrans on what they will do to help with the new Stop signs the Town wants to install.

Listers – Sue Best – Sue discussed with the Board a change in the way listers pay rate is determined. Currently all the Listers receive the same pay and for next year's budget she will be proposing it be based on the skills they have. She presented the Board with her evaluation of the different skills possessed and will be asking for a \$3 increase for one of the Listers, a \$2 increase for another, the 3rd would remain at the same pay rate with a possible cost of living increase only.

Review & Sign: Balance Sheet, Budget Status Report, Delinquent Tax Report, General Journal Posting – The Board reviewed and signed all.

Sign Pay Rate – Perry moved to approve a \$0.75/hr increase for Jason Nye for his promotion to Assistant Road Foreman, with Brian seconding. Unanimous

Perry moved to approve a starting pay rate of \$16.50/hr for Trevor Cleveland, with Brian seconding. Unanimous.

OLD/OTHER BUSINESS:

Legislative Update – Amy Shollenberger is scheduling a Heat Squad informational meeting for Dec 11th in the area about their plans to expand into Orleans County.

Joe Queenin Bridge Naming – Brian would like to know by their next meeting if the bridge naming is on schedule for Memorial Day.

ROAD REPORT:

The road crew has been putting in a lot of overtime due to the recent storms.

EXECUTIVE SESSION:

At 7:22 Brian moved to go into executive session with the Town Administrator to consider a disciplinary action against a Town employee, with Perry seconding. Unanimous.

Out of executive session at 7:30. Perry moved to terminate employment of Travis Bartley effective immediately for reasons the Town has shared with Mr. Bartley, with Brian seconding. Unanimous.

ADJOURNMENT: The next regular meeting is scheduled for 6:00 p.m. Monday, December 3, 2018. Brian made a motion to adjourn the meeting at 7:31 P.M., with Perry seconding. Unanimous.

Submitted by Bob Kelley, *Unofficial until approved*

**TOWN OF DERBY, VERMONT
SELECT BOARD MEETING**

Minutes

December 3, 2018

Present: Brian Smith, Grant Spates, Beula Shattuck, Perry Hunt, Karen Chitambar.

Others: Paul Prue, Faye Morin, Paul Chambers, Joe Cicia, Rod Lyon, Tracy Zschau, Gloria Bruce, Sarah Damsell, Jim Holcomb, Anita Ancel, Effie Brown, Rene Cotnoir, Christina Cotnoir, David Barlow, Eugene Tessier, Dan Lewis, Sonny Lumbra, Shirley Lague, George Lague, Toni Roberge, Brian Wohl, Amanda Minger, Carrie Ann Roberge, Ed Barber, Charlie Pronto, Joe Profera, Bob Kelley, Everett Coffey (by speaker phone), Celine Adams (by letter), VT Dept of Forest, Parks & Recreation (by letter).

MEETING CALLED TO ORDER - 6:00 P.M.

Warrants #25A in the amount of \$21,545.89 and #25B in the amount of \$37,456.58 were signed.

APPROVE MINUTES:

Beula moved to approve the minutes of November 19, 2018, with Brian seconding. Unanimous.

PUBLIC COMMENTS: None.

NEW BUSINESS:

Public Hearing – Road Discontinuances – Brian moved to recess the meeting to go into a Public Hearing for Public Comments on the proposed discontinuance of Legal Trail #9 (Boulder Drive) and Town Highway #43 (spur off Schuler Rd), with Perry seconding. Unanimous.

2 letters from the State Dept of Forest, Parks & Recreation were read into the record, it is their policy to encourage municipalities to keep highways as public rights of way but would not be participating in the hearing or site visit. A letter from Celine Adams was read into the record in favor of the discontinuance of Boulder Dr. Everett Coffey participated by speaker phone in favor of the discontinuance of Boulder Dr and read an email into the record that he sent to the Town earlier today. George Lague had concerns with the discontinuance of Boulder Dr because he didn't have a legal opinion on the pros and cons. He thought that this was something that the Town Attorney could supply; the Town informed him that it would be a conflict of interest for the Town's Attorney to give legal advice to a property owner as he is working for the Town. Toni Roberge spoke in favor of the discontinuance of TH #43 and stated that Trevor Evans also agreed. Perry moved to recess the Public Hearing for a site visit at 4:00 p.m. on Monday, December 17, 2018 and reconvene the Public Hearing at 6:00 p.m. on Monday, December 17, 2018, with Brian seconding. Unanimous.

Road Inventory- Sarah Damsell – The Road Inventory is completed and everything uploaded to the State. Sarah gave the Town a thumb drive with all her files and reports loaded onto it. OCNRCDD has received funding so she can be available for questions and help in the future. She also submitted her final bill.

Joseph Cicia – Dairinaka Dr – Mr. Cicia has been working with the Town on what is needed for the Town to take over the road and was here to update the Board on the upgrades to Dairinaka Dr and there are a couple of minor issues that will be addressed in the spring.

Effie Brown – from D.U.M.P. – Casella Landfill Expansion – Effie Brown, Charlie Pronto, Anita Ancel and Christina Cotnoir all spoke out in opposition of the expansion of the landfill and are asking the Town to write a letter supporting their opposition. Among the many issues cited included lake & river water quality, groundwater quality, air quality, PFOA's, violations of existing permits, leaching from unlined portion of land fill, leaking from lined portion, being dumping ground for New England, insignificant reserve for future monitoring. Karen moved to

write a letter of supporting D.U.M.P.'s opposition to the Casella Landfill Expansion, with Perry seconding. Unanimous

Dan Lewis – Road Issues – School Bus drivers, Dan Lewis & Gene Tessier had concerns with road plowing. Both the Town and the bus drivers have the same concern – safely getting the kids to and from school. The road crew starts early with the goal to have the roads passable for the buses. This last storm was exceptionally bad with the wet heavy snow, the Town had truck problems, and a road crew member is out until January. It was thought that better communications between the school superintendent/principal and the road foreman would be helpful. Grant will call the superintendent.

Letter of Support for VOREC Grant – Gloria Bruce explained that the project is to connect the bike path from the Bluff Farm to Prouty Beach. The City of Newport is applying for the grant and getting support from Derby would help show overall community support for the project. Brian move to submit a letter of support for Newport's VOREC Grant, with Perry seconding. Unanimous

TA & ZA Update – PC is almost done with amendments to Article 2. DRB does not have any applications pending. There have been 119 permits year to date. Todd Wright is open to the idea of swapping land from the R2 zone to SL in exchange for pulling land around his barn out of the SL zone. ROW clearance from the State for the Eagle Point project is just about complete. Discussions are going on with Northern Woods Carpentry concerning savings from a design change and cost of extra work done. Bob suggested and the Board agreed that the Town send them a check for \$22,000 (the original contract was \$24,982.83) and continue negotiating the cost of the changes. The Holiday Festival is this Saturday from noon – 6 pm with the Light Up the Night Parade starting a 6:00 pm. Ann Kelley is organizing the Parade and is concerned with the poor response from businesses participating in the event. The Town agreed to provide insurance under the Town's policy for the parade. Christopher Mercon from the State will be working with the Town regarding the proposed stop signs on West St & Nelson Hill Rd. Bob's draft petition for the Town to request the new bridge over I-91 be named for Joseph Queenin was approved.

OLD/OTHER BUSINESS:

Legislative Update – The Board granted Brian's request to let Amy Shollenberger use the Municipal Building on Dec 11th at 6:30 p.m. for a Heat Squad informational meeting about their plans to expand into Orleans County.

Building/Grounds Maintenance – The Board is considering hiring someone to replace the vacancy left by John Joly and thought that hiring a veteran would be a good idea but was told that advertising for a veteran only was not legal and have since seen others advertise specifically for veterans. We need to check into this more.

ROAD REPORT:

The last storm was a challenge. The new truck should be arriving in a week or two. Truck #3 is being converted into a chloride truck with a wooden bed.

EXECUTIVE SESSION: None.

ADJOURNMENT: The next regular meeting is scheduled for 6:00 p.m. Monday, December 17, 2018. Beula made a motion to adjourn the meeting at 7:47 P.M., with Brian seconding. Unanimous.

Submitted by Bob Kelley, *Unofficial until approved*

TOWN OF DERBY, VERMONT
SELECT BOARD MEETING
Minutes
December 17, 2018

Present: Brian Smith, Beula Shattuck, Perry Hunt, Karen Chitambar.

Others: Paul Prue, Sue Best, Skip Gosselin, Maurice Jacobs, Kim Crosby, Jeremy Labbe, Brian Beaudoin, Jim Bumps, David Barlow, Stephen Gendreau, Paul Tomasi, Christine Cotnoir, Rene Cotnoir, Pat Austin, Paul Snider, Ed Barber, Elizabeth Frail, Ginette Provost, Beth Barnes, Effie Brown, Bob Kelley.

MEETING CALLED TO ORDER - 6:00 P.M.

Warrants #26A in the amount of \$23,371.32 and #26B in the amount of \$192,645.07 were signed.

APPROVE MINUTES:

Beula moved to approve the minutes of December 3, 2018, with Perry seconding. Unanimous.

PUBLIC COMMENTS:

Paul Snider reported that the Lion's Club Holiday Festival was a success and that they will be doing it again next year. He thanked the Town for the use of the land in front of the NCUJHS.

NEW BUSINESS:

Public Hearing – Road Discontinuances – TH #43 & Legal Trail #9 – Perry moved to recess the meeting and to reconvene the Public Hearing that was tabled at their last meeting for a site visit. This hearing is for continued Public Comments on the proposed discontinuance of Legal Trail #9 (Boulder Drive) and Town Highway #43 (spur off Schuler Rd), with Beula seconding. Unanimous.

A site visit was conducted earlier today at 4:00 with Beula, Brian, Karen, Perry and Bob Kelley present.

There were no further comments from the public. Karen moved to close the public hearing, with Beula seconding. Unanimous.

Perry moved to discontinue Legal Trail #9 (Boulder Drive) and Town Highway #43 (spur off Schuler Rd) for the public good, necessity and convenience of the inhabitants of the Town of Derby, seconded by Beula. Unanimous

Reconsider Letter Against Casella Expansion – Representatives from Casella explained the proposed expansion and answered questions and concerns from the Board and the public. Representatives from the State were also present to answer questions. Concerns from their last meeting were addressed. At the request of Select Board Chair, Grant Spates no action be taken because he was not able to attend tonight's meeting and would like to listen to the tape and weigh in on the decision.

Review & Sign – Balance Sheet, Budget Status Report, Delinquent Tax Report, & General Journal Report – All were reviewed and signed.

Liquor License – Derby Village Store – At 7:36 Beula moved to go into a Liquor Control Board meeting, with Karen seconding. Unanimous.

Out of the Liquor meeting at 7:37. Perry moved to approve the liquor license for Derby Village Store, with Beula seconding. Unanimous.

Lister's – Budget and Errors & Omissions – There were no errors & omissions. Sue Best passed out the Lister's proposed budget for 2019. She didn't want to take up the Board's time tonight and asked them to review it at their leisure and get back to her with any questions.

TA & ZA Update – PC & DRB will not meet next week (Christmas Eve). 2 permits are pending for the DRB Jan 7th meeting. 119 permits this year; 117 approved, 1 denied, 1 withdrawn. Wright violation should be discussed in Executive Session. Waiting on final Right of Way clearance from State for the Eagle Point Project. Northern Woods Carpentry will give the Town \$800 credit for design changes and extra work.

Perry moved to approve a final payment to Northern Woods Carpentry for \$2,182.83, with Beula seconding. Unanimous.

The Lion's Club Holiday Festival and the Light Up the Night Parade were both a success, with good crowds attending both. Both are planning for next year. The bridge naming for Joe Queenin is moving forward and there is a good chance the State will make a decision by Memorial Day. We were denied the planning grant for the Poulin Land Purchase. We are still waiting to hear on the Salt Shed and Better Roads Grants. All the paperwork is signed for the Rural Edge loan to be converted into a grant.

OLD/OTHER BUSINESS:

Legislative Update – None.

ROAD REPORT:

All the equipment is running and under cover.

EXECUTIVE SESSION:

At 7:44 Karen moved to go into Executive Session to discuss a legal matter related to a zoning violation, with Perry seconding. Unanimous.

Out of Executive Session at 7:57, no action taken.

ADJOURNMENT: There will be no meeting Monday December 31st. There will be a budget meeting on Saturday January 5, 2019 at 9:00 a.m. The next regular meeting is scheduled for 6:00 p.m. Monday, January 14, 2019. Perry made a motion to adjourn the meeting at 7:58 P.M., with Karen seconding. Unanimous.

Submitted by Bob Kelley, *Unofficial until approved*