

**VILLAGE OF DERBY LINE, VT
ANNUAL MEETING MINUTES – 2021**

Agreeable to the foregoing Warning, the legal voters of the Village of Derby Line, VT met at the Derby Line Fire Station on Tuesday, May 4, 2021, at 6:30 pm, to transact the following:

Present were: Richard Creaser, Keith Beadle and Sarah Webster, Trustees, Frank Davis, Moderator, Laurie Moss, Clerk & Treasurer, Madeleine Roy, Assistant Clerk & Treasurer, 23 residents of the village and 2 non-residents.

ARTICLE 1: TO OPEN MEETING. The meeting was called to order at 6:30 pm by Moderator Frank Davis, who led the Pledge of Allegiance. He then explained that the meeting would follow Roberts Rules of Order and that any non-residents in attendance wanting to speak would have to first acquire permission from the voters.

ARTICLE 2: TO ELECT A MODERATOR. Richard Creaser temporarily assumed the position of Moderator. Keith Beadle nominated Frank Davis as Moderator. Seconded by Sarah Webster. Richard instructed the Clerk to cast one ballot for Frank Davis as Moderator.

ARTICLE 3: TO APPROVE MINUTES OF LAST YEAR'S ANNUAL MEETING. Richard Creaser made a motion to approve the minutes of the Annual Meeting of August 18, 2020 as written. Lynn Bachelor seconded. Motion carried.

ARTICLE 4: TO HEAR AND DISPOSE OF THE REPORTS OF THE VILLAGE OFFICERS. Discussion followed on several ongoing projects. Karen Jenne asked for an update on the construction of the new sewer treatment plant. Keith Beadle advised that in his last conversation with the Town of Stanstead, he was informed that the project is on schedule and should be completed by the end of this month. Since the Derby Line Trustees and the village's engineer are unable to cross the border to view the project because of COVID-19, Craig Ellam advised that Stanstead should be asked to provide photos of the work being done. Frank Davis asked if any new federal money from the Biden Administration COVID Relief Plan is expected for this project. Richard Creaser mentioned that the Town of Derby is supposed to be receiving about \$420,000 from this Plan and Derby Line has been asked to provide them with a wish list to hopefully receive some of this money. However, eligible projects might have to be in the U.S. only, and not something like our sewer plant that serves both U.S. and Canadian municipalities.

The condition of Dashner Circle was brought up and the Trustees were asked if there are plans to pave that street to which Richard Creaser answered "No, not at this time." The Roads Repair Capital Fund that was established last year is first to address existing paved streets in the village, many of which are in very poor condition. Dashner Circle could be considered for paving at some future date, however. The Roads Paving Plan was established as a possible 8-Year Plan to re-surface all streets. The problem has been that no such contingency fund was ever in place until 2020 and very little was ever budgeted for re-paving. At this time, Dashner Circle can be graded to keep it in better condition, but there is no plan at this time to pave it.

ARTICLE 5: TO ELECT THE FOLLOWING OFFICERS.

One Trustee for a Three-Year Term: Keith Beadle nominated Sarah Webster. Scott Webster seconded the nomination. Frank Davis asked for other nominations and hearing none instructed the Clerk to cast one ballot for Sarah Webster.

One Water Commissioner for a One-Year Term: Richard Creaser nominated Karen Jenne. Charles Gross seconded the nomination. Frank Davis asked for other nominations and hearing none instructed the Clerk to cast one ballot for Karen Jenne.

One Auditor for a Two-Year Term: Keith Beadle nominated Shannon O'Rourke. Sandy Madey seconded the nomination. Frank Davis asked for other nominations and hearing none instructed the Clerk to cast one ballot for Shannon O'Rourke.

One Auditor for a Three-Year Term: Shannon O'Rourke nominated Robert Queenin. Keith Beadle seconded the nomination. Frank Davis asked for other nominations and hearing none instructed the Clerk to cast one ballot for Robert Queenin.

ARTICLE 6: TO SEE IF THE VILLAGE WILL VOTE TO COLLECT TAXES THROUGH THE TREASURER AS PROVIDED IN TITLE 32, V.S.A., SECTIONS 4791, 4792 AND 4793. Richard Creaser made a motion for the village to collect taxes as set forth in Title 32 above. Sarah Webster seconded. Motion carried.

ARTICLE 7: TO SEE IF THE VILLAGE WILL VOTE TO COLLECT WATER AND SEWER PAYMENTS THROUGH THE TREASURER AS PROVIDED IN TITLE 32, V.S.A., SECTIONS 5136, 1674 AND V.S.A. SECTION 5151. Richard Creaser made a motion for the village to collect water and sewer payments as set forth in Title 32 above. Lynn Bachelor seconded. Motion carried.

ARTICLE 8: TO SEE IF THE VILLAGE WILL VOTE TO AUTHORIZE THE TRUSTEES TO BORROW MONEY TO MEET THE CURRENT EXPENSES IN ANTICIPATION OF TAXES. Karen Jenne made a motion to authorize the Trustees to borrow money to meet expenses in anticipation of taxes. Richard Creaser seconded. Motion carried.

ARTICLE 9: TO AUTHORIZE THE TRUSTEES TO DESIGNATE ANY UNUSED BALANCE OF THE ENDING FISCAL YEAR'S SAND/GRAVEL/SALT BUDGET TO THE ROAD REPAIR CAPITAL FUND. Karen Jenne asked the Treasurer what this past year's ending balance was in the Sand/Gravel/Salt budget. Laurie Moss stated that it was \$8,300. Craig Ellam made a motion to authorize the Trustees to designate the unused balance of the Sand/Gravel/Salt budget to the Road Repair Capital Fund. Annette Patenaude seconded. Motion carried.

ARTICLE 10: TO AUTHORIZE THE TRUSTEES TO RAISE THE SUM OF \$30,000 TO BE PLACED IN THE EXISTING ROADS PAVING PLAN. Craig Ellam made a motion to authorize the Trustees to raise \$30,000 for the Roads Paving Plan. Richard Creaser seconded. Discussion: Corey Marcoux asked if this \$30,000 is a reduction from last year's voted \$50,000 which Richard Creaser affirmed. He stated that several comments were received last year after the \$50,000 was voted in expressing concerns of increased taxes. Karen Jenne commented that she feels the village should wait to see if any federal money will be coming from its COVID Relief Plan and because of this made an amended motion to table this article until that time. Dawn Bowen seconded. Craig Ellam commented that the village should not stop funding the Roads Paving Plan when we are on a good path. The amended motion was voted down. A vote was taken on the original motion, which passed.

ARTICLE 11: TO SEE IF THE VILLAGE WILL MAKE A DONATION OF \$400 TO THE DERBY LINE FIRE DEPT. FOR USE OF ITS EQUIPMENT. Keith Beadle made a motion that the village make a donation of \$400 to the Derby Line Fire Dept. for use of its equipment. Sandy Madey seconded. Richard Creaser made a motion to amend the amount in this motion to \$500. Lynn Bachelor seconded. A vote was taken to allow the amendment. Motion carried. A vote was taken on the amended motion. Motion carried.

ARTICLE 12: TO SEE IF THE VILLAGE WILL MAKE A DONATION OF \$2,500 TO ASSIST IN THE MAINTENANCE OF THE HASKELL FREE LIBRARY. Pat Walsh made a motion that a donation of \$2,500 be made to the Haskell Free Library. Keith Beadle seconded. Discussion: Dawn Bowen asked why we should provide the library money when they've been closed for at least 14 months because of COVID. She was assured by Pat and Keith that the library still has bills to pay, like heat, lights, payroll, and that they are now offering curbside service. Motion carried.

ARTICLE 13: TO SEE IF THE VILLAGE WILL VOTE TO AUTHORIZE THE TRUSTEES TO ENACT AN ORDINANCE REGULATING OFF-ROAD VEHICLES. Richard Creaser made a motion to authorize the Trustees to enact an ordinance regulating off-road vehicles. Scott Webster seconded. Discussion: Richard Creaser explained that last year the village opened only certain streets for off-road vehicles and that this article is not to consider what should be in the ordinance. Rather, it is just to give the Trustees authorization to draft an ordinance that would

be brought to the voters at a later time. Winsome Hamilton asked how the village would enforce this ordinance. Richard informed all that this ordinance is necessary to get it enforced by any local law enforcement agency. Karen Jenne asked why we need this ordinance when the Town of Derby already has one. Richard stated that we need the ordinance because Derby Line streets belong to the village. Motion carried.

ARTICLE 14: TO SEE IF THE VILLAGE WILL AUTHORIZE THE TRUSTEES TO SELL REAL ESTATE AND IMPROVEMENTS THEREUPON. Richard Creaser made a motion to authorize the Trustees to sell real estate and improvements thereupon. Seconded by Karen Jenne. Motion carried.

ARTICLE 15: TO SEE IF THE VILLAGE WILL VOTE TO PAY EACH TRUSTEE THE SUM OF \$1,500. Nancy Olney made a motion to pay each Trustee \$1,500. Seconded by Karen Jenne. Discussion: Shannon O'Rourke asked how long it has been since the payment to Trustees has been at \$1,500. Laurie Moss stated that she has been with the village since 2009 and the amount has been \$1,500 at least since then. Motion carried.

ARTICLE 16: TO SEE IF THE VILLAGE WILL VOTE TO PAY THE TREASURER THE SUM OF \$9,700. Keith Beadle made a motion to pay the Treasurer the sum of \$9,700. Richard Creaser seconded. Motion carried.

ARTICLE 17: TO SEE IF THE VILLAGE WILL VOTE TO PAY THE CLERK THE SUM OF \$450.00. Richard Creaser made a motion to pay the Clerk the sum of \$450. Seconded by Lynn Bachelor. Motion carried.

ARTICLE 18: TO SEE IF THE VILLAGE WILL VOTE TO RAISE A SUM OF MONEY BY THE LEVY OF A TAX ON THE GRAND LIST TO DEFRAY THE CURRENT EXPENSES, AND IF SO, HOW MUCH. Frank Davis asked what amount has to be raised from taxes. The amount on the Tax Revenue line of the village budget on Page 12 of the annual report is shown as \$211,234.58. To this has to be added the additional \$100 appropriation to the Derby Line Fire Dept. Charles Gross made a motion to raise \$211,334.58 by the levy of a tax on the grand list to defray the current expenses. Sarah Webster seconded. Discussion: Karen Jenne expressed concern about some of the balances in the budget that should be used to lower the amount needed to be raised. She was informed that the New England Municipal Resource Center has advised the village that it is not good fiduciary practice to carry over amounts from year to year and that the Checking Account should have a balance for emergencies. Motion carried.

ARTICLE 19: TO TRANSACT ANY OTHER BUSINESS THAT MAY LEGALLY COME BEFORE THIS MEETING. Pat Walsh asked about the proposed surveillance tower by Customs & Border Patrol. Keith Beadle stated that there really is nothing we can do other than provide comments during their public comment period. Karen Jenne suggested that the Trustees make comments in a public forum.

Richard explained that the old village garage on Ducharme Dr. may be sold this summer. However, before doing so, the village had to have an environmental service drill some test wells to be sure there is no contamination from old gas tanks that were removed at that location about 25 years ago. Final results have not yet been received but the environmental service has stated that there does not appear to be any contamination. The proceeds of that sale will be used to build a lean-to near the village garage on Baxter Ave. to store picnic tables, etc. with any balance to go into the Roads Paving Fund.

ARTICLE 20: TO ADJOURN. Lynn Bachelor moved to adjourn at 7:50 pm.
Dated at the Village of Derby Line, VT on the 6th day of May A.D. 2021.