

Derby Line, Vermont
Trustees Meeting
January 18, 2022
Derby Line Village Hall

Call to Order:

Present were Trustees Richard Creaser & Keith Beadle.

Also, present were Jaret Judd, Brian Fletcher, Road Foreman, & Laurie Sanville, Village Clerk & Treasurer.

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

Additions or Deletions to the agenda: None

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

Approval of Minutes of the January 4, 2022 Meeting:

Keith made a motion to accept the minutes of the Jan. 4, 2022 meeting as written. Richard seconded. Motion carried.

Tabled Items:

- 1) Stanstead Sewer Treatment Plant Reconstruction – nothing new on this issue per Keith
- 2) Local COVID Relief Funds – to be discussed at this meeting

International Water Co. (IWC) Annual Meeting on Jan. 11, 2022:

Richard stated that there were several new Stanstead Board members in attendance and that the following items were brought up by the Derby Line members: 1) the Letourneau spring; 2) setting a definite annual meeting date for future meetings; 3) the Brian Champney hydrant issue; and, 4) billing for water/sewer for properties located on the border. The hydrant proposed for the Champney farm was not approved as there is not enough pressure at that location. Regarding the water line from Holland Pond, it seemed that Stanstead might want to abandon it and let Derby Line, the Town of Derby or the Town of Holland take it over so that it can be kept up for fire protection. If Stanstead goes forward with abandonment of this line, it would seem proper to contact Derby and Holland to see if either would want to take this on.

Final Report on COVID Relief Funds:

Richard reported that previously the guidelines set out were that the money had to be spent in specific areas and extensive revenue loss had to be shown in each category. This has been relaxed to where revenue loss claims can be made for set amounts up to \$10 million. Laurie asked how these monies should be shown in the village budget so that it does not affect the regular water and sewer budgets and the amounts charged users each quarter. Richard indicated that ARPA monies need to be included in the budget as separate line items to show revenue and actual allowed expenditures against that revenue, and not mixed in with regular water and sewer budgets. ARPA monies can also be used toward extremely delinquent accounts that we are unable to collect so that we don't carry these amounts for years.

VT Agency of Natural Resources (ANR)/Village's Old Garage Update:

Keith was able to track down someone at ANR who was familiar with the testing that had been done at our old garage site and indicated that that report, which cleared Derby Line of all possible contamination, had been on his desk since last spring. He agreed to issue the final report and confirmation of no contamination to us by next week. At that time, we would be able to advertise the garage for sale.

Canusa Ave. Utilities Maintenance and Billing:

Because Stanstead has some delinquent accounts on Canusa Ave. in Beebe, which they cannot go over to cut off service because of the border restrictions during COVID, they have asked the Town of Derby if they would take over this area. The town does not want it because they do not have any employee knowledgeable in water systems to maintain it. Bob Kelley at the Town of Derby asked if Derby Line would take this on. As in the past, Derby Line does not want to as it would not generate any revenue for us and there would be no benefit whatsoever to Derby Line. The line at this location is in very bad shape and would need some major upgrade at some point. Stanstead is not interested at all in repairing it. Keith agreed to call Bob Kelley tomorrow advising that Derby Line is not interested in taking this on. Stanstead could hire a private agent on the American side to address the delinquencies.

Budget for 2022:

The Trustees and Laurie began the process of formulating the budget for the coming year. There was discussion about the need to repair or replace pumps and the need to include these costs in the new budget. Brian suggested having Phil Laramie of Laramie Waterworks attend a meeting at some point to better explain the pump options that the village has. It was also discussed that it might be a good idea to start another Capital Fund for expenditures of major equipment.

Business from Trustees, Treasurer and Road Foreman:

Reimbursement for Stanstead Sewer Plant: Laurie reported that she still has not received reimbursement as Thomas Brown of VT Rural Water has requested a copy of the MOU, the Facility Plan & Final Design Approval, and Engineering & Construction Costs Approvals for review before reimbursement can be issued. These were all submitted.

New Business from the Audience: None

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

Executive Session: The Trustees went into Executive Session to discuss an employee issue. When they came out of Executive Session, it was noted that Jaret Judd was named Assistant Road Foreman and that in the event Brian Fletcher is away from work, Jaret is given authority to act as Road Foreman in Brian's absence.

Next Meeting: The next regularly scheduled meeting will be on February 1, 2022 at 6:30 pm.

Review and Sign Bank Statement: No

Warrants were Reviewed and Signed: Yes

The Last Check Printed: #16850

The meeting was adjourned at 7:53 pm.

Respectfully submitted,
Madeleine C. Roy, Assistant Village Clerk