

Derby Line, Vermont  
Trustees Meeting  
February 02, 2021  
Derby Line Village Hall

**Call to Order:**

Present were Trustees Richard Creaser, Sarah Webster and Keith Beadle.  
Also present were Shannon O'Rourke and Laurie Moss, Village Clerk.

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

**Additions to the agenda:**

- A. Community National Bank Line of Credit
- B. Baxter Ave. Paving
- C. Approval of Step 1 ESA Engineering agreement for mapping of water shut-offs and infrastructure

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

**Approval of Minutes of the Jan. 19, 2021 Meeting:**

Keith made a motion to accept the minutes of the Jan. 19, 2021 meeting as written. Sarah seconded. Motion carried.

**Tabled Items:**

- 1) Stanstead Sewer Treatment Plant Reconstruction
- 2) Ditch along Maple St. – no new information on this project
- 3) Soil Contamination/Drilling Issue at old garage – to be discussed at this meeting

**Tivoly Request to Possibly Protest Near Baxter Park in Case They Strike:**

No one from the Tivoly union was present. Sarah made a motion to table this item until the next meeting. Keith seconded. Motion carried. **Tabled.**

**Annual Meeting – Postpone? – Australian Ballot?:**

After brief discussion, it was agreed that the annual meeting should be postponed rather than having all warning items voted on by Australian ballot. Keith mentioned that the newspaper ad put in the Newport Daily by the Town of Lowell was clear and succinct. Laurie agreed to write up a short similar ad to be sent to Trustees for any changes or additions or deletions and to be considered at the next Trustees meeting.

Regarding the Warning for the annual meeting, the timeline for that does not change. It needs to be completed by March 1, 2021.

**Quotes for New Village Truck:**

Three quotes have been received from three different dealers. However, they are each very different and not clear enough to know if they are comparing the same type vehicle and equipment wanted.

It was decided to postpone discussion until Brian can get more specific quotes and attend a meeting to explain them. **Tabled.**

**Line of Credit from Community National Bank:**

The line of credit is for \$2.3 million for payment of the sewer plant upgrade.

Keith moved to authorize the Trustees to sign this line of credit in the amount of \$2,300,000.00 with the Community National Bank for upgrade of the joint wastewater treatment plant with the municipality of Stanstead. Sarah seconded. Motion carried.

**Baxter Ave. Paving:**

Laurie advised that Eric Pope of VTrans, who takes care of loans and grants for roads, advised Brian not to expect any paving to be done before July 1, 2021 just in case state funding does not come through because of shortfalls in state budgets. It was agreed that, if the grant funding for this project does not come through, the village cannot afford to cover the paving cost by itself and so will wait until after July 1, 2021.

**Approval of Step 1 ESA Mapping of Water & Sewer Underground Infrastructure:**

An email has been received from Aldrich & Elliott Engineers approving \$27,100.00 for mapping of Derby Line's underground infrastructure.

**Business from Trustees, Treasurer and Road Foreman:**

Soil Contamination Drilling at Old Garage: Keith has received an email from Jim Bowes indicating that the monitor wells were not installed adequately for attaining good samples from groundwater. He will come back sometime in the next week to do more drilling and take more samples. The initial samples have been free of any contaminants. The good news is that Bowes has indicated that his work will come under budget. Instead of this costing the village over \$7,000 as originally quoted, his bill will come in at \$3,734.10.

Auditor: Shannon O'Rourke, who was in attendance, indicated that she might want to get more involved in the village. She was asked to be an auditor and work with present auditors one day per year to review village accounting. She agreed. The Trustees will officially appoint her at the next meeting.

**2021 – 2022 Budget:**

The Trustees continued working on the new year's budget.

**New Business from the Audience:** None

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

**Executive Session:** No

**Next Meeting:** The next meeting will be on Feb. 16, 2021 at 6:30 pm.

**Review and Sign Bank Statement:** Yes

**Warrants were Reviewed and Signed:** Yes

**The Last Check Printed:** #16137

The meeting was adjourned at 8:30 pm.

Respectfully submitted,  
Madeleine C. Roy, Assistant Village Clerk