

Village of Derby Line, Vermont
Trustees Meeting
February 15, 2022
Derby Line Village Hall

Call to Order:

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

Also, present were Jaret Judd, Shannon O'Rourke, Nancy Olney, Laurie Sanville, Village Clerk & Treasurer, and Madeleine Roy, Assistant Village Clerk.

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

Additions or Deletions to the agenda:

- Allonge for Stanstead Project Line of Credit
- Update on Funding for Stanstead Project
- First Universalist Church – change from 2 units to 1 unit for water and sewer
- Warning for the upcoming Annual Report
- Patricia Fisher & Main St. Sidewalk near Derby Line Village Inn
- Village Hall duct work quotes
- Post Office Box Rent increase

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

Approval of Minutes of the February 1, 2022 Meeting:

Keith made a motion to accept the minutes of the Feb. 1, 2022 meeting with the following corrections:

- Under Beebe Plain Water Issue section, it should have stated that the State of Vermont is concerned about the issues with the Beebe Plain, VT water.
- The spelling of the State of VT's representative on this water issue should have shown as Dana Nagy.

Sarah seconded. Motion carried.

Tabled Items:

- 1) Stanstead Sewer Treatment Plant Reconstruction – Keith noted that he had spoken with Jean Charles Bellemare who noted that testing of the plant has been occurring and there are two problems they are addressing at this time before it can be put online: 1) some parts were broken, and 2) that some parts were not installed correctly and are being rectified. Bellemare stated the plant would be ready within two weeks.
- 2) Local COVID Relief Funds – nothing new on this issue

Richard suggested that the discussion on the upcoming budget be moved to the end of the meeting and that discussion now take place on the second item on the agenda and the above added items. All agreed. It was also agreed that the Annual Report Warning added agenda item be discussed at the same time as the budget.

Spring on Phil Letourneau Land and Hydrant at Brian Champney's:

Discussion took place on the best way to discharge the International Water Co.'s right of way to the spring on the Letourneau land. Jaret noted that Phil Letourneau's only request to the village was to give up its right of way. In this case, it would not really be necessary for the village to also clean up the spring area as that would necessitate much land and tree clearing and the need for equipment to be brought in, which would be costly. It was decided to consult with the village attorney, Paul Guiliani, on the best way to discharge our right of way. Laurie agreed to contact Mr. Guiliani.

Regarding the Holland Pond water line, Jaret noted that he had spoken with Craig Ellam who informed him that there was an agreement made several years ago stating that this water line, which leads to the reservoir, must be maintained as it can be used for fire protection for the village. Ellam is in the process of finding that agreement.

Regarding Brian Champney's request for a hydrant at his farm, it was noted that the International Water Co. (IWC) did not give approval for this hydrant as there is not enough water flow/pressure at this location and they

do not want to be responsible for it. Laurie agreed to issue Champney a letter explaining this decision.

Allonge for the Stanstead Sewer Project Line of Credit:

Laurie explained that this line of credit for \$2.3 million from the Community National Bank is to be extended until Feb. 2, 2023. However, this extension may only be needed for two months or so at which time the Stanstead sewer plant should be online and we will then begin paying on the loan.

Keith made a motion to authorize the Trustees to sign this Allonge. Sarah seconded. Motion carried.

Update for Funding for the Stanstead Sewer Project:

Laurie has had conversations with Tom Brown and Lynette Claudon of the State of VT regarding funding. Brown informed her that he was waiting for the engineers' approval. Claudon stated she had the proper paperwork and hoped to get to it this week and provide it to Laurie by next week so she can re-submit for reimbursement.

First Universalist Church:

The church has asked that since they have been closed for several months because of COVID and are not sure when they will re-open, would the village consider reducing their water and sewer status from two units to 1 unit. Laurie agreed to give them the vacant rate for the time the church has not been in use, thereby still preserving their fire protection and needed sewer services.

Patricia Fisher and Main St. Sidewalk:

Laurie stated that Pat Fisher had stopped in to advise that she had fallen on the sidewalk and was injured in front of the Derby Line Village Inn while walking her dog, because of a pothole and damaged section of the sidewalk. Laurie agreed to submit a claim for her medical bills to the village insurance company. However, she may not receive much from this, if any, because Fisher is on Medicare. Jaret agreed that as soon as the weather permits, the road crew will be applying cold patch to this damaged area and other areas on village streets and sidewalks.

Duct Repairs in Village Hall:

Two quotes have been received to repair and/or replace two ducts and registers in the village hall that are mostly rotted out. Fred's Energy quote was for \$1,396.00, and NEVTEC's quote was for \$1,090.00. NEVTEC also included an added \$350.00 to replace the duct to the Ladies' bathroom register.

Keith moved to accept NEVTEC's quote of \$1,090.00 with the added \$350.00 for a total of \$1,440.00. Sarah seconded. Motion carried.

Post Office Box Rent Increase:

Laurie advised that the post office's rental rates for the village post office box are going up from \$76.00 to \$196.00. After a short discussion, it was decided to continue renting the box for the \$196.00.

Budget for 2022:

The Trustees and Laurie continued working on the new budget. Laurie will make all the changes suggested and submit to the Trustees for additional perusal before it needs to be printed in the annual report.

Regarding the Warning for the Annual Meeting, Laurie and Madeleine will update the positions to be elected under Item #5, update the amount to be appropriated for the Derby Line Fire Dept. to \$500 as voted in last year, and change Item #13 to ask the voters to spend \$20,000 of ARPA funds for renovations at the Haskell Free Library, which would leverage additional similar funding for the library from two other sources. The last seven items on the warning would remain the same except that the amounts to be voted in under Items #16 and #17 would be changed to \$10,000.00 and \$500.00 respectively.

Business from Trustees, Treasurer and Road Foreman:

Trustee Position: Laurie asked Shannon O'Rourke if she would be interested in running for Village Trustee. Shannon noted that she would think about it. Sarah noted that she has mentioned it to a few people, and that the position should probably be posted on Facebook between now and the annual meeting.

Quotes for Loader: For information only, Jaret stated that he has received unofficial quotes for the purchase of a loader of between \$80,000 and \$95,000 with \$17,000 deducted because we are a municipality.

New Business from the Audience: None

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

Executive Session: None

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

Review and Sign Bank Statement: Yes

Warrants were Reviewed and Signed: Yes

The Last Check Printed: #16907

The meeting was adjourned at 8:30 pm.

Respectfully submitted,
Madeleine C. Roy, Assistant Village Clerk