

Derby Line, Vermont
Trustees Meeting
March 17, 2020
Derby Line Village Hall

Call to Order:

Present were Trustees Richard Creaser, Lindsay Brainard and Keith Beadle. Also, present was Madeleine Roy, Assistant Clerk.

The meeting was called to order by Trustee Richard Creaser at 6:35 pm.

One addition was made to the agenda: Coronavirus concerns of keeping the village office open and holding the annual meeting on 4/7/20.

Lindsay moved that the reading of Rules of Procedure be waived. Keith seconded. Motion carried.

Approval of Minutes of March 3, 2020 Regular Trustees Meeting:

Keith made a motion to accept the minutes of the regular Trustees meeting of March 3, 2020 as written. Lindsay seconded. Motion carried.

Tabled Items:

- 1) Stanstead Sewer Treatment Plant Reconstruction – MOU to be discussed at this meeting
- 2) Denis Ducharme Wastewater – tabled until spring
- 3) Main St. Cones – tabled until spring
- 4) Todd Mosher Water & Sewer Connection on Dashner Circle – to be discussed at this meeting

Stanstead Sewer Treatment Plant Reconstruction Meeting and Memorandum of Understanding (MOU):

Keith recently attended a meeting in Stanstead on the status of construction of the new treatment plant along with Roger Bergeron of the State of VT. Stanstead provided a copy of the construction timeline, which states it will start April 2020 and end in May 2021. It was stated at the meeting that for protection of the contractors, anyone wanting to go on site will have to have proper identification to be allowed there. When construction is complete, there will be a period of time for making the switchover to the new system. However, there should be no interruption in service at any time.

Derby Line will be notified by Stanstead whenever there are change orders to be signed. Expenses will be processed at the end of each month, approved by the Stanstead Council at their next meeting and then sent to Derby Line to be relayed to the State of VT for payment of our share.

Regarding the MOU, a few more changes have been presented by Jean Charles Bellemare of Stanstead. The trustees discussed them and instructed Keith to relay Derby Line's approval or disapproval of such changes.

Tabled.

Village Trees:

Keith stated that he feels more cutting needs to be done and that the Board of Trustees needs to look at replacing trees in the village that are within the village's right of way. Vermont Electric Coop should be contacted to see if their sub-contractor could come back to do more cutting. He suggested that this issue be discussed at the annual meeting and to get two or three people to see what needs cutting, replacing and the cost for same. This committee could look into possible grants. Richard suggested contacting the Orleans County Forester for his input. We might consider buying shorter ornamental trees that do not have to be trimmed in the future as they do not grow as high as the power lines. We could also offer landowners in the village the opportunity to also buy some of these trees for planting on areas of their land that are not within the village right of way. **Tabled.**

Todd Mosher Water & Sewer Connection on Dashner Circle:

Madeleine reported that Todd has paid to the village the extra permit fee as his proposed new apartment building is considered commercial rather than residential.

Mike Blake's Drainage Problem:

Mike did not attend the meeting, but Keith had talked with Brian about this drainage problem, which appears to

be poor drainage when there is an excess amount of snow melt. Brian has told Mike that the pipe in that location is too small to handle the occasional volume of water trying to drain down through. Brian will be seeing Mike again to take a closer look at the pipe, but he does not think that it is the village's responsibility to fix.

Shutdown of Village Office Because of Coronavirus:

The possible shutdown of the village office until the coronavirus issue has settled down was discussed. The trustees agreed that it is totally up to Laurie to decide whether she feels the office should be closed or not. If she decides to close until further notice, it will need to be posted in the three usual places.

Annual Meeting on April 7, 2020:

Richard has had a conversation with the Secretary of State's office about the proper way to hold the annual meeting in view of the coronavirus issue. Since our village charter does not include language that specifies what the village is to do if we are unable to hold the annual meeting, Vermont statutes provide some options. We can announce that the meeting is canceled and then warn a new meeting at a time no less than 30 days or more than 40 days out. If at that time, the problem of the coronavirus still exists, we can repeat the warning of a meeting, again no less than 30 days or more than 40 days out. Or, we can hold the meeting on April 7th and immediately have it passed that the meeting will be held at a later date and then adjourn the meeting.

Madeleine agreed to contact Moderator, Frank Davis, to see if he is willing to be moderator with this latter system in place. The trustees agreed that if he is willing, then we will proceed with the April 7, 2020 meeting with an immediate adjournment and setting of a new date for the meeting. The Secretary of State did advise Richard that if this process is followed, we would then not have to re-warn the meeting. However, if the meeting is simply canceled, we would then have to re-warn.

Should the office be closed and no public meetings are to be held for an indefinite period of time, it is also acceptable according to VT statutes that only one trustee be designated to sign all warrants. It was moved by Lindsay to designate Keith Beadle as authorized representative of the Board of Trustees to sign all warrants until the end of the shutdown of the village office and public village meetings. Keith seconded. Motion carried.

Business from Trustees, Treasurer and Road Foreman:

Madeleine reported that we have received a letter from a local attorney indicating that Main St. Place has been sold to what appears to be the Dept. of Homeland Security and Customs and Border Protection.

She also reported that the auditors audited the village books last week and all went well. They did not find any areas that need correcting or attention.

New Business from the Audience: None

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

Executive Session: None

Next Meeting: The Annual Meeting is scheduled for April 7, 2020.

Review and Sign Bank Statement: No

Warrants were Reviewed and Signed: Yes

The Last Check Printed: #15544

The meeting was adjourned at 7:30 pm.

Respectfully submitted,

Madeleine C. Roy, Assistant Village Clerk