

Village of Derby Line, Vermont  
Trustees Meeting  
July 5, 2022  
Derby Line Village Hall

**Call to Order:**

Present were Trustees Richard Creaser, Sarah Webster and Sandra Garratt.

Also, present were Jaret Judd, Assistant Road Foreman, Deb & James Hrdlicka, Jacinta Jones, Sabine Gannon, Colleen Sealander, David & Julia Winkler, Laurie Sanville, Village Clerk & Treasurer, and Madeleine Roy, Assistant Village Clerk.

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

**Additions or Deletions to the agenda:**

- Sunset Terrace
- Park Equipment
- Overtime Policy

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

**Approval of Minutes of the June 21, 2022 Regular Meeting:**

Sandra made a motion to accept the minutes of the June 21, 2022 meeting as written. Sarah seconded. Motion carried.

**Tabled Items:**

- 1) Stanstead Sewer Treatment Plant
- 2) COVID Relief Funds (ARPA)
- 3) Vandalism in Derby Line

It was decided to remove all three of the above items as there is nothing tabled for any of them, and to list items in this section only if we are waiting for information.

**COVID Test Kits:**

Richard reported that since COVID testing sites are now closed VLCT is making available, via the VT Dept. of Health, home test kits to municipalities. We have received 140 2-pack kits that need to be distributed/used by November 2022. It was decided to offer them to village residents by way of our usual marketing and media methods until September 2022. If at that point, we still have some left, they will be offered to people in a wider area. People are to contact Laurie at the village hall for the kits. She will keep track of who receives them and how many. No more than 4 packs per household is allowed.

**Planning for Paving:**

The village roads assessment that was done by Norm Patenaude last fall was reviewed. This assessment shows the order of need by street. The village Roads Capital Fund now has about \$118,637.00 in it and \$30,000.00 will be added to that figure from the appropriation voted on at the last annual meeting, for a total of \$148,637.00. ARPA monies can also be added to this figure. It has been the intention of the Trustees to build up the fund to a point where more than one street can be reclaimed or overlaid (according to need) at one time making it worth getting pavers here to do a larger job rather than a small one. Because of large increases in the cost of asphalt over the last few months, this money will not go as far as originally thought.

Paving Dashner Circle was discussed. However, Jaret pointed out that just paving it will most likely cause more problems than what those residents are experiencing now. Paving it might cause flooding of people's properties unless proper drainage is installed. Dashner does not have the proper road width to put in drainage. Thus, easements would have to be acquired from each property owner. This would all cost much more than the original quote of last July of \$54,000 for paving. Paving itself has about tripled since then.

The Trustees agreed to plan on paving the following streets within the next year: Louis, Foster, Kingsbury, Beach, Forest, Sunset and Sunset Terrace Ext. If the quote for this just comes in too high, Beach can be pulled out as this was repaved not that many years ago. Jaret agreed to get a new quote and timeline when the work can be done, within the next two weeks. Jaret asked if anyone knows of any grant funds that might be available to

augment the money we do have for this project. Richard indicated that there probably is not as we would have heard through the Better Roads Grant. Sarah offered to research grant funding.

### **Sunset Terrace:**

Janet Hardy on Sunset Terrace has informed the village of a fairly large depression forming in front of their property in the street and asked if anything can be done, like paving, to smooth it out for everyone's safety. Jaret noted that he can cold patch there, but it won't hold because it would be on gravel. He agreed to see if Adam Fortin can lay about an 8-foot width of paving in one lane to fill in this low area.

### **Park Equipment:**

At the last meeting, it was decided to research the cost of a children's sand digger, a tetherball unit and three pet waste stations. Laurie acquired a quote from Summit Supply Corp. of Colorado for \$736.95 for the sand digger, \$239.90 for the tetherball and posts, and \$980.85 for the 3 pet stations for a total of \$1,957.70 plus \$545.00 for shipping, for a grand total of \$2,502.70. Sarah mentioned that her son has used a similar sand digger and that it is not as much fun as it appears to be. All agreed that this is too expensive. Laurie agreed to research other vendors, like Amazon.

Sandra suggested getting a single or double stretching pole to be erected near the tennis courts. She will research this more and report at a future meeting.

Jaret reported that he had priced gravel for 1,073 feet in the park for a walking path from the parking area at the western end to go around the back side of the park over to the Elm St. side in front of the fire station. Just the gravel alone with no labor would cost \$4,600. In addition, gravel would not be good as it would turn to mud when it rains, grass would start growing through it and it just wouldn't make for good walking surface. However, something like stay-mat would be even more expensive.

These items were tabled and Laurie was instructed to add them to the "Tabled" list at the beginning of the next meeting agenda.

### **Employee Overtime Policy:**

Richard noted that the way overtime is paid and comp time is recorded and used for village employees is confusing. We need a new and specific policy that matches the Fair Labor Act. Laurie agreed to research this Fair Labor Act and provide the Trustees with a copy of the present village policy. Sarah will draft a new policy based on the Fair Labor Act to be discussed at the next meeting. Laurie agreed to invite the three members of the village road crew to attend the next meeting.

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

Main St Sidewalk: Jaret is waiting on Mike Green for a quote for the concrete for the section of sidewalk in front of the Derby Line Village Inn. Green is the only one who agreed to provide a quote.

Water Class: Jaret will be attending a water class soon.

Painting Lines: Most of the painting has been completed.

Vandalism in the Village: Last Wednesday, Jaret caught the same kids who have been vandalizing stripping all the bark off a beautiful, big tree in the park. This will cause the tree to die. Jaret has been in contact with International Landscaping, which has placed the value of the tree at between \$3,500 and \$3,800. They are sending a quote for removal and replacement of that tree, which will be in the vicinity of \$7,000. This information has been turned over to the Sheriff's Dept. We are waiting for Juddy's to send a bill for the burned port-o-potty.

### **New Business from the Audience:**

Jacinta Jones expressed concern of all the empty buildings in Derby Line's downtown and wondered if anything can be done about it. She was informed that there appears to be something that might be going into the old Dick's Newsstand. Sandra indicated that the former Jane's Restaurant will be turned into living space.

### **Old business from the Audience (5-minute limit unless otherwise directed):**

Sandra informed all that the person from UVM who is planning on putting on a show (piano) in each town of the state will be performing at the Haskell Opera House this Saturday.

**Next Meeting:** The next regularly scheduled meeting will be on July 19, 2022, at 6:30 pm at the village hall.

**Executive Session:** None

**Review and Sign Bank Statement:** Yes  
**Warrants were Reviewed and Signed:** Yes  
**The Last Check Printed:** #17205

The meeting was adjourned at 8:30 pm.

Respectfully submitted,  
Madeleine C. Roy, Assistant Village Clerk