

Village of Derby Line, Vermont  
Trustees Meeting  
December 6, 2022  
Derby Line Village Hall

**Call to Order:**

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

Also, present were Karen Jenne, Hollie Linn Tritwiler, Jaret Judd, Road Foreman, Laurie Sanville, Village Clerk, 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:** None

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

**Approval of Minutes of the November 16, 2022, Regular Meeting:**

Sandra made a motion to accept the minutes of the Nov. 16, 2022, meeting as written. Sarah seconded. Motion carried.

**Amendment of Personnel Policy for Employee Health Insurance:**

Because Derby Line's present Personnel Policy is not clear on those eligible for health insurance, Richard noted that it needs to be amended to specifically state that health insurance is available to employees and their immediate family members if they wish to have it. The cost for such would be paid by the village.

Sarah made a motion to amend the village's Personnel Policy so that health insurance coverage can be extended to employees' families. Sandra seconded. Motion carried.

Laurie noted that MVP is now charging a premium of \$666.54 for one person, but that the 2023 premium is going up to \$801.64. In view of this, she researched the same coverage through Blue Cross Blue Shield and found that their premium would be \$886.00. So, it appears that MVP is still less expensive.

**Parking Ordinance:**

As discussed at the last meeting, the village's Parking Ban Ordinance needs to be amended to repeal the winter parking ban and the need for parking permits. No parking permits can be issued, giving people a different place to park their vehicles during the winter rather than on the street because the village has no available alternative place for parking. Richard had submitted to the other Trustees his draft of the amended policy for review.

Sarah made a motion to amend the Parking Ordinance as shown in Richard's draft that repeals Section 4. Seconded by Sandra. Motion carried.

The amended ordinance will not take effect for 60 days giving village residents a chance to review the new ordinance, question the reason for the repeal or to make suggestions. It will be brought up again at a public hearing that will be announced in the local paper, on social media and in the usual places where village notices are posted.

**Donation of Ice-Skating Warming Shed:**

Sarah announced that Dustin Horne had recently informed her that the Farmyard Store and an anonymous donor are donating a 12' x 20' shed for the new winter skating rink proposed for the village. Such a large structure may be difficult to move as such buildings cannot permanently remain in the park. This shed could also be used for other events in the park, such as Community Day. Sarah will contact the Farmyard Store for specific specs on this shed as well as its value so that the village can send a thank you letter for their tax purposes after the shed is received. Richard asked if there is lighting where Dustin wants to position the rink, which there is not, although there are outlets. Jaret agreed to address this with Dustin.

**International Water Co:**

- A. The Public Water System Contact Form from Vermont Environmental Conservation, which has been completed several times over the last few months until Laurie and Richard thought it was correct, has

been sent to Jean Charles Bellemare in Stanstead for signature. He has not signed it and we have not heard anything from him. In view of this, Richard noted that since Sarah is now Vice President of International Water Co. (IWC), she can probably sign it as an official of the company. He also noted that the financial contact on this form should probably be changed from the Village of Derby Line to IWC since they are responsible for any charges unless IWC wants Derby Line to pay the bills and then we can deduct these charges from the bills we owe them.

- B. Holland Pond Dam: The village receives bills yearly from the State of VT for \$200 for the dam at Holland Pond, which are forwarded to IWC. However, they apparently have not paid last year's bill.
- C. Water Operating Fees: The village has received past due notice from the State of Vermont for the last five quarters amounting to \$3,712.55. These are bills that are due them from IWC, not the village, but it appears IWC has not paid them.

Sarah agreed to call Jean Charles tomorrow to try and straighten out these three issues.

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

State Protection Plan Questionnaire: Jaret noted that the VT Dept. of Environmental Conservation has sent a questionnaire to be completed regarding the water wells. This is to ensure that the area around the wells does not get contaminated by farm runoff, petroleum, etc., thus causing contaminated water.

Lead & Copper Sampling Plan: The VT Dept. of Environmental Conservation has also sent this document for ten properties to be tested for lead and copper in water lines. Phil Laramie of Laramie Water Resources is taking care of this testing at these locations and reporting back to the State. His first report to the State was rejected, putting the village in violation. He has asked the State for help to properly complete the questionnaire.

Public notice needs to be sent to all residents regarding this lead and copper testing. A later determination will be made if an additive needs to be put in their water lines.

Water classes: Jaret announced that he has been notified that he has passed his Class D Operators test.

Three Water Lines Going into Canada: Jaret noted that he would like to work with Allen Derosiers of IWC to see if the three cross lines going into Canada can be decommissioned. Testing will take place to see if the water pressure remains at a good level. If so, Derby Line would only then be purchasing water from Canada. We would be classified down saving the village money.

Village Events: Sandra reported that the recent Thanksgiving party and Pie Baking Contest were very successful. The next event planned is the Tree Lighting Ceremony on Dec. 10<sup>th</sup> here at the village hall.

Christmas Week: Laurie informed all that the village office will be closed from Dec. 26, 2022 to Jan. 2, 2023.

**New Business from the Audience:** None

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

**Next Meeting:** The next meeting will be on Dec. 20, 2022 in the village hall at 6:30 p.m.

**Executive Session:** None

**Review and Sign Bank Statement:** Yes

**Warrants were Reviewed and Signed:** Yes

**The Last Check Printed:** #17533

The meeting was adjourned at 7:55 pm.

Respectfully submitted,

Madeleine C. Roy, Assistant Village Clerk