

Village of Derby Line, Vermont
Trustees Meeting
February 7, 2023
Derby Line Village Hall

Call to Order:

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

Also, present were Karen Jenne, Frank Davis, Dustin Horne, Ed Barber, Kevin Simoneau, Jaret Judd, Road Foreman, Laurie Sanville, Village Clerk, and Madeleine Roy, Assistant Clerk.

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

Additions or Deletions to the agenda:

- Annual Report Warning

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

Approval of Minutes of the Jan. 17, 2023 Regular Trustees Meeting:

Sarah made a motion to accept the minutes of the Jan. 17, 2022, meeting as written. Sandra seconded. Motion carried.

Skating Rink Update:

Dustin Horne reported that the warming shed is now under construction and should be delivered in about three weeks. Donations will be gratefully accepted and can be sent to or left at the village office. He noted a couple of issues that had to be dealt with, namely, the flooding of the rink and the area where the rink has been placed needed leveling. The fire department's truck was being used for water but had to be stopped because of concerns voiced by a resident. Flooding is now being done with a hose. Not realizing that the rink of years ago was situated closer to the water faucet, an area in front of the tennis courts has been leveled. Dustin has solicited from Newport Farm & Garden free grass seed for re-seeding this area in the spring. Next year, the rink will be moved to where it was years ago. He also plans to solicit donations from local service organizations and vendors. Sarah is in the process of drafting a letter to local businesses and vendors to be printed on village letterhead requesting donations.

Road Paving Plan:

Jaret has received a quote of \$122,456.00 from Norm Patenaude of Pike Industries for paving Louis St., Kingsbury, Forest Ave, and an overlay on Beach St. Jaret also added the first 225 feet of Valentine to be paved as it is crumbling badly. Patenaude has stated that they can do this job by June before State of VT projects begin in July. He also included a quote of \$75,000.00 for 3 ½ inches of asphalt on Dashner Circle. Discussion took place regarding the Dashner developer's requirement of paving that street after 10 houses had been built, which he did not do. Jaret suggested that if the village spends \$30,000 in legal fees to get him to comply, it would save the village upwards of \$40,000. However, Richard noted that he prefers continuing our Paving Plan and if we want to pursue litigation at a later date, we can. Otherwise, no paving would happen on Dashner and it could be tied up in court for years. It might be preferable to contact Act 250 and let them pursue this matter with the developer.

Jaret also noted that there is quite a pile of grinding at the village garage that can be used by Pike along with some of the reclaimed asphalt when they do our streets. This would save us some money.

Richard confirmed that our Paving and ARPA Funds have enough money in them to take care of these two paving jobs. Jaret mentioned that two other paving contractors were contacted for quotes but have not responded.

Jaret has also received a quote from Mike Green of \$4,100.00 for rebuilding the sidewalk in front of the Derby Line Village Inn.

Sarah made a motion to authorize Jaret Judd to go ahead with the paving of Derby Line streets as described above. Sandra seconded. Motion carried.

Sarah made an additional motion to authorize Jaret Judd to go ahead with the rebuilding of the sidewalk in front of the Derby Line Village Inn as described above. Sandra seconded. Motion carried.

Parking Ordinance:

Richard and Laurie confirmed that no comments or suggestions have been received from any village

residents/taxpayers regarding the amended Parking Ban Ordinance.

Sarah made a motion to authorize the Trustees to sign and adopt the Parking Ban Ordinance as presented at the Dec. 6, 2022 Trustees meeting. Sandra seconded. Motion carried.

Stanstead Sewer Project Line of Credit with Community National Bank:

Laurie noted that since we still have not been advised by Stanstead that construction of the new sewer treatment plant is complete, the line of credit has been extended for one year for Derby Line's portion of the cost.

Sandra made a motion to authorize the extension of the line of credit through Community National Bank for Derby Line's share of the cost of construction of the new sewer treatment plant from Feb. 2, 2023 to Feb. 2, 2024. Sarah seconded. Motion carried.

Sarah suggested that a date be chosen for a field trip to see the new plant. She offered to contact Stanstead to set this up.

Village Capital Funds from Regular Savings to Money Market Accounts:

In order to receive a bit higher interest rate on some of our capital funds, Laurie suggested that those funds be combined in one money market for a total of approximately \$200,000.00. The Trustees agreed that she should make this change but first contact other local banks for their interest rates to see if there would be any appreciable difference.

Annual Meeting Warning:

Laurie provided a draft of the warning. The Trustees agreed that #13 on last year's warning is to be removed. It was also suggested that the seeking of an appropriation for Parks & Recreation be added. These changes will be made and reviewed at the next meeting.

Sarah asked if anything had yet been done about forming a Recreation Committee, to which no one had an answer. However, it was decided that there should only be one committee formed for recreational and cultural events happening in Baxter Park and the Village Hall.

Business from Trustees, Treasurer and Road Foreman:

Paving Hammerhandle Road: Jaret reported that he will be meeting with the Derby Road Foreman to ask them to pave Hammerhandle Road. He also wants to discuss replacing the water line to Hammerhandle Rd before Main St. is re-paved by the State of VT.

Holland Pond Water Line: Jaret reported that there is a leak somewhere in this water line as the reservoir is dry and not receiving any water from this line. He thinks the leak is somewhere between the Pond and Tice Mills Rd. but is waiting for Stanstead's Trevor to come over to help locate the leak.

Derby Line Gardens Parking: One of the residents who parks his vehicle in front of the building has complained that salt is all over his vehicle because of winter plowing.

Miscellaneous Work: In between plowing and salting village roads and sidewalks, Jaret noted that they are organizing all the tools and equipment at the village garage.

Fuel Tank Outside of Village Garage: Kevin noted that the outside fuel tank will have to be replaced at some point. They are now getting quotes for a new tank and the lumber needed to put a roof over it. It was suggested that ARPA funds be used for this improvement.

Overhead Door at Village Garage: Jaret reported that one overhead door at the garage needs to be replaced. Only the bottom panel is damaged, but it is not possible to acquire just a bottom panel. The entire door will have to be replaced. The hardware on the damaged door will be kept for parts.

Training and Licenses: Kevin noted that he will be attending some required training classes. Jaret announced that his water license just received has been revoked. The State of VT is apparently changing their process of types of licenses and classes of water systems without advising licensees. VT Rural Water is working to sort it all out.

Main St Pump Station: This pump is down again. Jaret and Kevin found the cord burned off and hanging in the water. The pump will soon be shipped out for repairs.

Main St Paving by VTrans: Sarah will contact someone at VTrans to find out when/if Main St. is scheduled to be paved.

International Water Co Delinquent Bill: Sarah has talked with Jean Charles Bellemare in Stanstead about this bill not being paid. The contact form will be updated again to include Sarah's name as Administrative Contact.

New Sewage Treatment Plant: Sarah will also contact Jean Charles to set up a field trip for Derby Line Trustees to view the new plant and determine if construction is in fact completed.

Snowblower for Sidewalk Tractor: Since the present snowblower is damaged almost beyond repair, Kevin was able to find a matching snowblower in excellent condition from an individual in Bloomfield, VT for \$3,200.00. The

quote that had been received from a local dealer for the same equipment was \$7,900.00.

New Business from the Audience: None

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

Frank Davis reminded everyone that the person in charge at the local Border Patrol station will be attending the next Trustees meeting on Feb. 21, 2023. He asked that he be put on the agenda first so that he doesn't have to wait around while all the village business is discussed.

Frank also announced that Don Buschman passed away this week and suggested that the annual report be dedicated to him since he held many hats for the village while he lived here. All agreed.

Next Meeting: The next meeting will be on Feb. 21, 2023, 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: #17654

The meeting was adjourned at 8:55 pm.

Respectfully submitted,
Madeleine C. Roy, Assistant Village Clerk