

Village of Derby Line, Vermont
Trustees Meeting
February 21, 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, Chris Roy (Newport Daily Express), Matthew Wilson (The Chronicle), Kevin Simoneau, 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:

- Delete Item #1 – Border Patrol Agent Ryan Holden who is unable to attend this meeting. Frank Davis agreed to contact him to re-schedule keeping in mind not to set it for April 4, 2023, the date of the village's annual meeting.

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

Approval of Minutes of the Feb. 7, 2023 Regular Trustees Meeting:

Sarah made a motion to accept the minutes of the Feb. 7, 2023, meeting as written. Sandra seconded. Motion carried.

Annual Report – Approval of Trustees' Message:

Sarah noted that Richard has written a very good summary of last year's activities in the village. Sandra agreed and made a motion to accept the Trustees Message as written and to instruct the Clerk to include it in the annual report. Sarah seconded. Motion carried.

The balance of the annual report will be reviewed and approved at the next meeting.

Community Financial Services Group (CFSG) Orpha Durland Trust Annual Summary:

This annual summary from CFSG was reviewed by the Trustees. Sarah made a motion to authorize the Trustees to approve and sign this year's accounting from CSFG as requested. Sandra seconded. Motion carried. It was noted by Richard that research into the village's trust funds shows that several accounts are specifically to be used for park improvements. Thus, funds that were originally earmarked for park improvements in the village's regular budget do not have to be spent with funds from trust funds to be used for such improvements.

Budget for Dance/Ballet Balance Bar for Baxter Park:

Richard asked that estimates for balance bars and installation be acquired for consideration as well as estimates for repair of sidewalk to the playground. Frank Davis suggested contacting teachers and students in the lower grades at Derby Elementary School to see if they would like to take on a project of researching playground items for the village to consider buying and installing in Baxter Park. Laurie agreed to get some catalogs for the students to look through.

Budget for Fiscal Year 2024:

The Trustees then put together the water and sewer budgets for the upcoming year. Laurie noted that she has received from the bond bank the schedule of payments that will be due over the next 20 years, starting as soon as we receive notification that the new sewage treatment plant is complete. Sarah suggested that before users begin to be charged this extra in their water and sewer bills a letter of explanation go out to all of them so they can begin planning for this extra cost.

Business from Trustees, Treasurer and Road Foreman:

Main St and Caswell Ave Paving: Kevin Simoneau stated that he has spoken with a VTrans representative to see when they plan on repaving these two streets. He was informed that this work is scheduled for May 2025. They will not be completely digging up the entire current pavement and concrete. Rather they plan to reclaim the existing pavement and repave.

Possible Rebuilding of Stairs to Basement in Village Hall: Kevin noted that rebuilding the stairs to the basement is doable if the two existing bathrooms are made into one unisex/handicap accessible bathroom allowing enough

room for a set of stairs that is safe and not as steep. There are grants available for such work as well as for putting in first aid kits and a defibrillator, all for bringing the building up to ADA code.

Parttime Worker to be On-Call for Winter Plowing: It was noted that if a parttimer is needed, even though the village might have someone in mind to hire, the job would have to be posted to give all the opportunity to apply. This can be discussed at a future date.

Pump Stations: Kevin reported that now both pump stations have one pump that is down. Luckily, both are under warranty and will be repaired soon.

Bake-off Event: Sandra noted that another bake-off event will be happening in the village hall in March.

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 March 7, 2023, in the village hall at 6:30 p.m.

Executive Session: None

Review and Sign Bank Statement: No

Warrants were Reviewed and Signed: Yes

The Last Check Printed: #17680

The meeting was adjourned at 8:00 pm.

Respectfully submitted,
Madeleine C. Roy, Assistant Village Clerk