

TOWN OF DERBY, VERMONT
SELECT BOARD MEETING
Minutes
July 24, 2023

Present: Steve Gendreau, Karen Chitambar, Brian Smith, Brad Shattuck.

Others: Bob DeRoehn, Laurie Sanville, Sheila Driver, Robert Guyer, Paul Chambers, Mark Linton, Jason Nye, Matt Wilson, Ed Barber, Joe Profera, Bob Kelley.

MEETING CALLED TO ORDER - 6:00 P.M.

Warrants #15A in the amount of \$25,720.94 and #15B in the amount of \$407,507.85 were signed.

PUBLIC HEARING ZONING BYLAW AMENDMENTS:

Steve moved to recess the meeting to go into a Public Hearing for proposed bylaw amendments, seconded by Brad. Unanimous.

Article 9: Administration

- §901 Administrative Officer (Zoning Administrator)
- §902 Establishment of the Planning Commission
- §903 Establishment of the Development Review Board
- §904 Zoning Permit Administrative Review
- §905 Certificates of Occupancy
- §906 Penalties
- §907 Public Notice

Article 10 : Amendments, Interpretation and Effective Date

- §1001 Changed references to §4403 and §4404 of the Act to §4441 and §4442.
- §1003 Changed reference to §4404 of the Act to §4442.

Change Parcel #RT005055B6T from Residential Medium Density to Commercial

There were no comments from the Public. Karen moved to close the Public Hearing and return to their regular meeting, seconded by Brad. Unanimous.

APPROVE MINUTES:

Steve moved to approve the minutes of June 26, 2023, with Brad seconding. Unanimous.

PUBLIC COMMENTS: None.

NEW BUSINESS:

Consider Zoning Bylaw Amendments – Brad moved to approve the bylaw amendments as submitted, seconded by Steve. Unanimous.

Sheila Driver – Support Letter – Ms. Driver is requesting a letter of support for a Community Recovery and Revitalization Grant to replace her existing home. She currently has a Registered Home Child Care and wants to become a Licensed Home Child Care so that she will be able to have 12 children year round. A larger house is needed to meet State regulations for a Licensed Home Child Care Facility. Karen moved to write a letter of support for Sheila Driver, seconded by Steve. Unanimous. Karen moved to authorize Bob Kelley to draft and sign the letter of support on behalf of the Selectboard, seconded by Steve. Unanimous

Paul Chambers – Race Review 4th of July – Paul reported that the race went very smoothly and was well received. They had about 50 runners. There were no issues with parking and the race didn't interfere with the parade. Next year they will do more advertising.

Laurie Sanville – Derby Line Village Community Day Donation Request – The Town donated \$1,500 last year. Laurie reported that it is Baxter Park's 100 year anniversary. Community day is

Saturday August 12th. Karen moved to donate the same as last year, seconded by Brad. Unanimous.

Trees on Common by Skate Shack – A rotted tree was cut down. There are 3-4 trees that need to be replaced and Brian knows someone that might be willing to replace them with red maples. The Town needs to get quotes to replace them. The Board would like the Tree Warden to take a look at the trees to determine which need to be replaced. The proposed playground should be taken into account when replacing the trees.

Review & Sign – Balance Sheet, Budget Status Report, Delinquent Tax Report & General Journal Posting – All were reviewed and signed.

TA/ZA Report - DRB/PC: The DRB does not have any permits for next week. Since the Planning Commission has completed review of the Bylaw, they are considering meeting once a month.

Permits: There have been 69 permits submitted year to date. **Grants:** The paperwork for the 4H Road Engineering Grant is all signed. The final reimbursement for Kids Pond has been submitted. They want a little more info which will be submitted this week. **FEMA:** The paperwork has been submitted to FEMA asking for help with the storm damage on Hayward/Fontaine/Derby Gore area. **New Park:** The Archaeology study has been completed and nothing significant was found. They did find one small sliver, dug more holes near it and didn't find anything else.

OLD BUSINESS: Legislative Update – None.

ROAD REPORT:

Hayward/Fontaine/Derby Gore Roads were extensively damaged with recent rains and eligible for FEMA funding. Fontaine and Derby Gore Roads are open, but still need more work. Hayward Rd is still closed. Jason Patenaude will start work on it soon. The 2 pairs of culverts are just not large enough to handle a large rain event and need to be replaced. Bushey Hill Road also received some damage and West Street has one spot that has sunk in and there is only has one lane open.

Bids for a new 10-wheel truck range from \$154,000 - \$158,000. The Town needs to get quotes for the trade in to determine the best deal. Quotes are for the truck only and do not include equipment. This will have to be budgeted in 2024.

RECREATION COMMITTEE:

Karen was thanked for all her work on the 4th of July parade. Desrochers did not allow the parade to use its lot next to the Elks Club which caused some issues. Louis Garneau is being sold and may not be available for staging the large trucks next year. If the Garneau and Desrochers lots are not available next year the parade may have to be canceled.

OTHER BUSINESS:

Listers Errors and Omissions – They have submitted a value change on the Karl Loukes property to \$30,600. Karen moved to approve the change, seconded by Steve. Unanimous.

EXECUTIVE SESSION:

At 6:46 p.m. Karen moved to go into executive session for a personnel issue, seconded by Brad. Out of executive session at 7:07 p.m. No action taken.

ADJOURNMENT:

The next regular meeting is scheduled for 6:00 p.m. Monday, August 7, 2023. Brad made a motion to adjourn the meeting at 7:08 p.m., with Steve seconding. Unanimous.

Submitted by Bob Kelley, *Unofficial until approved.*