

Village of Derby Line, Vermont
Trustees Meeting
May 2, 2023
Derby Line Village Hall

Call to Order:

Present were Trustees Richard Creaser and Dustin Horne.

Also, present were Frank Davis, Steve Christou, Scott Jenness, Ashley Corkins, Denis & Paula Ducharme, Craig Ellam, Fritz Halbedl, Sheriff Jen Harlow, Karen Jenne, Tom Hardy, Katie Hardy, 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: None

Since Sheriff Harlow had not yet arrived, the first item on the agenda was postponed until her arrival.

Dustin made a motion to waive the reading of Rules of Procedure. Richard seconded. Motion carried.

Approval of Minutes of the April 18, 2023 Regular Trustees Meeting:

Dustin made a motion to accept the minutes of the April 18, 2023 meeting as presented. Richard seconded. Motion carried.

ATV Ordinance:

Richard noted that the draft ordinance, based on the VLCT model, has been submitted to VLCT for review, but they have not yet responded. This draft includes the proposed specific streets that are now allowed for ATV travel.

Patrolling in Derby Line – Sheriff Harlow:

Upon her arrival, Sheriff Harlow answered the following questions from the attendees:

Would patrols increase if more Derby Line roads are open to ATV travel? The Sheriff's Dept. is hoping to be able to do more patrolling as they will have more officers trained by summer.

How many hours are spent patrolling Derby Line? Derby Line hours are not divided out but are all under the Town of Derby's 40 per week hours.

Harlow encouraged people to call her office if they see anything illegal happening.

Borderline Ridge Riders Club – Scott Jenness – ATV Trails in Derby Line:

As requested at the last Trustees meeting, Jenness returned with his club's request for permission for ATVs to travel on Derby Line's Elm St onto Main St south to the Derby Line Village Inn, and Elm St and Baxter Ave to Irving Gas. The club would like to request permission from the State of VT to travel on all of Main St and Caswell Ave. These are state highways, thus the need for state approval. Village approval is needed before they can request state approval. This would make it so much easier to access trails to Holland and Derby. He confirmed that ATV trail dates are from May 15 to Oct. 1 from 7 am to 10 pm daily.

Richard made a motion to open for ATV travel Elm St to Main St and south to the Derby Line Village Inn, and Baxter Ave to Main St to Irving Gas. In addition, he also motioned to allow ATVs on all of Main St from Hammerhandle Rd to Caswell Ave to Herrick Rd to the village limit, provisional to the club receiving State of VT approval for travel on these state highways. Dustin seconded. Motion carried.

It was noted that the issue of opening all Derby Line streets to ATV travel be added for discussion at the next village annual meeting.

Grants for ADA Compliant Restroom in Village Hall:

Since Sarah was unable to attend this meeting, this item was **Tabled**.

Village Vendor Permit:

It was noted that the village fee is yet to be determined but would be in addition to what the Town of Derby's fee is. The Recreation Committee needs to discuss all proposals for events, permits, and other issues at their meetings and make their recommendations to the Board of Trustees at Trustees meetings.

Park & Recreation Committee:

It was confirmed that the village insurance through VLCT will cover Park & Recreation events and activities. The committee asked that an appropriation be added to the village budget for the Park & Recreation Committee for \$2,500. It was decided that it will not be added as an appropriation (like Haskell Library and Derby Line Fire Dept.). Rather, a designated section in the village budget will be added for Park & Recreation income and expenses.

Regarding events, any event including alcohol will need to be checked on with VLCT. Those vendors would need to cover their own liquor licenses and patrols by law enforcement.

Dustin was reminded to post committee meetings in three places in the village.

Regarding the warming shed and other possible structures in the park, there is documentation of the covenant from the early 1900s that the Probate Court will use in determining if a vote to allow permanent structures in the park is 80% of those at the annual meeting or 80% of all village voters. The village lawyer has been asked for his understanding of "community purpose" as mentioned in the covenant. We are still waiting for his reply.

Katie Hardy asked why vendors would need village permission to park at Baxter Park? Richard noted that it would make it easier for us to know if there are other activities going on at the park at the same time. We would also need to know who wants to set up in case they need power or law enforcement.

It was discussed that, for this year, an ice cream vendor could set up as a trial run to see if enough business is generated before asking them to set up on a permanent summer basis.

Richard noted he had a conversation with Nate Hamblett at the Farmyard Store, donor of the warming shed, who stated that it can be used for whatever the village Trustees want and not just as a skating warming shed.

Richard also confirmed that any work generated after an event or regular park activity (cleanup, etc.) can be done by the village road crew during their regular working hours if they have time. Anything else would be charged to the Park & Recreation Committee.

Community Financial Services Group (CFSG) has confirmed that the village's Orpha Durland Fund cash value can be used for park expenses.

Dustin noted that the next Park & Recreation meeting is scheduled for May 15, 2023 at 6:30 pm at the village hall.

Stormwater Runoff Permit for Dashner Circle:

Jaret confirmed that his research has determined that there are no Act 250 permit applications pending with the State of VT for Dashner Circle. The residents of Dashner Circle are required to form a homeowner association. Dustin needs the ANR permit number and name of the engineer who originally worked on setting up Dashner Circle years ago and who signed off on that project.

Business from Trustees, Treasurer and Road Foreman:

Rebuilding of Sidewalks: Jaret noted that prep work is underway on the sidewalks in front of the Derby Line Village Inn and on the east side of Baxter Park to be ready for Mike Green to do the concrete rebuilding of these sidewalks. He noted that two large maple trees near the Baxter Park sidewalk are dying and their roots will make it difficult to lay a new flat sidewalk. He asked permission for the removal of these dangerous trees. While the excavator is there doing the prep work, it is the perfect time to have the trees and stumps removed. Northeast Paving is ready to blacktop a section of the Derby Line Village Inn driveway that needed to be dug out just as soon as the sidewalk is completed.

Dustin made a motion to authorize the road crew to remove the two maple trees and their stumps on the east side of Baxter Park. Richard seconded. Motion carried.

Paving of Streets: Jaret has confirmation from Pike Industries that they will begin paving the streets noted at our last meeting in mid-May 2023.

Right of way at End of Beach St: The new owners of the last house on the south side of Beach St have indicated that they do not want the road crew to push snow onto their property at the end of the street. Jaret has tried to advise them that the snow is being put on the village's right of way at that location. He has not yet been able to reach them.

Barriers at Canadian Border: Jaret advised that the Canadian RCMP has set up concrete barriers at the bottom of Cordeau St. which will make it impossible to turn around when plowing snow. They also plan to do the same on Church St. by the Haskell Library. It is unknown what can be done to remedy this situation.

Field Trip to new Sewage Treatment Plant: Richard informed all that the Trustees and employees visited the new sewage treatment plant in Stanstead last week. Their operator stated that Stanstead has about 900 gallons of stormwater entering the plant daily. Jaret has repeatedly checked Derby Line's level of stormwater entering the system and has found that we have an average of only 100 gallons per day. In view of this, Derby Line should renegotiate with Stanstead its charges to us. Present charges are divided 50/50 between Stanstead and Derby Line. Richard also stated that the Stanstead Council agreed to meeting with us regularly toward better communication.

Signing of Form 940: Laurie asked that the Trustees sign the Form 940 permit for the State of VT Dept. of Environmental Conservation for Stormwater Runoff from all village roads.

New Business from the Audience: None

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

Next Meeting: The next regular Trustees meeting will be on May 16, 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: #17856

The meeting was adjourned at 8:25 pm.

Respectfully submitted,
Madeleine C. Roy, Assistant Village Clerk