

Village of Derby Line, Vermont
Trustees Meeting
June 6, 2023
Derby Line Village Hall

Call to Order:

Present were Trustees Richard Creaser, Sarah Webster, and Dustin Horne.

Also present were Roseanna Cyr, Frank Davis, Allison Howell, Ed Barber, Felicia Updyke, Karen Jenne, Kevin Simoneau, Jaret Judd, Road Foreman, and Madeleine Roy, Assistant Clerk.

The Board of Trustees went into Executive Session as warned at 6 pm for the purpose of conducting employee evaluations. They came out of Executive Session at 6:45 pm with no action yet taken. They agreed to go back into Executive Session at the end of this regular meeting to complete employee evaluations.

The regular meeting was called to order by Trustee Richard Creaser at 6:50 pm.

Additions or Deletions to the agenda:

- Dustin Horne noted that the last item on the agenda, that of an update from the Recreation Committee, can be deleted as no one from that committee was available to attend this meeting.

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

Approval of Minutes of the May 16, 2023 Regular Trustees Meeting:

Sarah made a motion to accept the minutes of the May 16, 2023 meeting as previously corrected. Dustin seconded. Motion carried.

Declaration of Inclusivity:

Richard read the Declaration of Inclusivity he had prepared, which was based on the form the Town of Derby recently considered with some adjustments. He noted that this declaration would be an affirmation of the village's commitment to all people that Derby Line is a safe place to live.

Sarah made a motion to sign and adopt this Declaration of Inclusivity. Dustin seconded.

Sarah asked if this adoption is in the name of the Board of Trustees or all residents of Derby Line. Richard noted that it is in the name of the Board of Trustees. Frank Davis noted that it can be brought up at the village's annual meeting for further discussion by residents.

Motion carried.

No Outlet Sign on Valentine Ave:

Jaret stated that after speaking with Bob Kelley at the Town of Derby, it was determined that a No Outlet sign can be put up at the corner of Valentine and Laythe so that people can know there is no outlet at the end of Valentine. And, since this is not on a state highway and is not a speed limit sign, no permission from the State of VT is needed. Jaret ordered two No Outlet signs, one to be a spare if needed, which have just come in. It will be put up shortly.

Caswell Ave. Retaining Wall:

Richard stated he had been in contact with Ruggles Engineering of St. Johnsbury who had done the original engineering plans for this retaining wall. However, the engineer who did the work no longer works there. Ruggles noted that because of their present workload, they are not taking on any new work. Jaret agreed to ask Eric Pope at VTrans and the Road Foreman for the Town of Derby for other engineering firm suggestions.

Vendors in Baxter Park on Tuesdays:

Today was the first day that vendors came and set up in Baxter Park. However, because of the inclement weather, they did not have much business but are willing to try it again on subsequent Tuesdays in June. Dustin noted that parking needs to be better coordinated and a porta-potty is needed at that location. He also noted that vendors need to advise the village of the hours they plan to be here so village employees or someone from the Recreation Committee can be there to direct them. Frank Davis noted that more and better advertising is needed. Ed Barber stated that because the vendors are asked to set up at the west end of the park, a sign

needs to be placed on Main Street near Baxter Ave so potential customers know where to find them.

Business from Trustees, Treasurer and Road Foreman:

Paving of Streets: Jaret indicated that paving by Pike Industries is scheduled to start tomorrow.

Flushing: Jaret noted that flushing has been completed except for Customs on I-91 as they are trying to coordinate a time with them. This location should not affect any residents nearby as this Customs station is on a dead end line.

Painting of Street Lines: Jaret stated that painting has begun.

Parks & Recreation Donations: Dustin stated that he has begun the process of contacting local service organizations for donations for Derby Line Parks & Rec.

Meeting with CBP Agent: Richard reported that he and Frank Davis had recently met with Agent Ryan Holden of Border Patrol to start dialogue with them about Derby Line's border concerns. Unfortunately, Holden is not the key person they should have been talking to, especially about the line of cones on Main Street coming from Canada toward the Rt. 5 border station and the plant pots and/or sawhorses on Church Street. Holden seemed interested in hearing Derby Line's concerns and agreed to contact the Customs Port Director to see if he would be willing to meet with our delegation. Frank Davis noted that he had followed up with the town listers and found that the blue apartment building, the Caswell's building, and Brown's Drug Store building on Main Street were purchased by Homeland Security for GSA. Frank noted that he is willing to contact our congressional delegates about our concerns on the border.

Village of Stanstead: Sarah will contact Stanstead again about setting up a meeting to discuss the MOU requirements.

Holland Pond Water Line: Karen Jenne asked if there was anything new on this issue. Nothing new, but Sarah will look into it again.

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 June 20, 2023 in the village hall at 6:30 p.m.

Executive Session: Sarah made a motion to go back into Executive Session to complete employee evaluations. Dustin seconded. Motion carried.

Action resulting from Executive Session:

1. Wage increases of \$1.50 per hour were granted for Robert Joyal and Kevin Simoneau;
2. A wage increase of \$3.00 per hour was granted for Jaret Judd;
3. These increases are retroactive to June 1, 2023.

Review and Sign Bank Statement: Yes

Warrants were Reviewed and Signed: Yes

The Last Check Printed: #17910

The meeting was adjourned at 8:47 pm.

Respectfully submitted,
Madeleine C. Roy, Assistant Village Clerk