

Village of Derby Line, Vermont
Trustees Meeting
June 20, 2023
Derby Line Village Hall

Call to Order:

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

Also present were Belinda Webster, Eilish Quirion, Steve Christou, Bruce Muir, Ashley Corkins 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

Dustin asked that the order of tonight's topics to be discussed be changed so that members of the Park and Recreation Committee can update on their activities first. Approved.

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

Approval of Minutes of the June 6, 2023 Regular Trustees Meeting:

Dustin made a motion to accept the minutes of the June 6, 2023 meeting as presented. Sarah seconded. Motion carried.

Park & Recreation Committee Update:

Eilish has secured July 29, 2023 as an open date for holding a coin drop at the intersection of Main and Elm in Derby Line in front of the fountain as long as the Trustees approve. Jaret noted that no state permit is required. It was clarified that no organization can have multiple coin drops in a summer.

Sarah made a motion to authorize the Derby Line Park & Recreation Committee to hold a coin drop at the intersection of Main and Elm Streets in Derby Line from 8 am to 4 pm on July 29, 2023, with the proceeds going toward skating rink activities. Dustin seconded. Motion carried.

Belinda briefly outlined that the Committee, at their last meeting, discussed final plans for Derby Line Community Day on August 12, 2023, general fundraising for all Committee activities, signage for the weekly market and banners for Community Day on which the date can easily be changed each year.

Sarah made a motion to authorize the Trustees to engage Memphremagog Press to make banners for Derby Line Community Day and general signage for Park & Recreation activities. Dustin seconded. Motion carried.

Dustin noted that there was a good turnout at today's market and vendors seemed pleased. Vendor fees for when the village starts charging were then discussed. Should they be daily, monthly, or seasonal fees? It was agreed that more should be spent on advertising and lower the fees to vendors. Fees should be reviewed periodically to be sure expenses are covered, such as \$145.00 per month for a porta-potty and \$75.00 per month for electrical service in the park. The vendor form is all right as is with July 2023 prices. Laurie agreed to advise all vendors on her email list of the prices and to post on Derby's website. Social media sites will be taken care of by the Committee.

Dustin made a motion to adopt a fee schedule of \$10.00 for food vendors needing electricity and \$5.00 for all other vendors for the month of July 2023. Sarah seconded. Motion carried.

Dustin made a motion to adopt the vendor form as presented this evening with new prices. Sarah seconded. Motion carried.

Bruce Muir was congratulated for, so far, having brought in \$6,600 in corporate sponsorships for Derby Line Community Day as well as many gifts and gift certificates. He requested that the proceeds of Community Day be earmarked for a specific project for the betterment of the village. Jaret noted that upgrades to the electrical system in the park are in dire need as the present setup allows the wiring and outlets to get wet in the ground. Another need is the purchase of a large tent for some of the entertainment in the park.

Sewer Pump on Main St:

Jaret reported that one of the sewer pumps at the north Main Street station is out. The other pump at this location was replaced about four years ago. It seems the alarm short circuited, and all power was off to it. An estimate for replacement is about \$2,500 plus about \$1,500 for the control panel for a total of \$4,000. Champlain Associates has been consulted about the problem with the control panel. They offered a pump with newer technology that includes proper wiring and panel for \$5,549.10. Jaret also suggested installing a 220-volt outlet for future use if a temporary pump needs to be put in.

Dustin made a motion to authorize Jaret Judd and Phil Laramie of Laramie Water Resources and Champlain Associates to upgrade the north Main Street pump station for a cost not to exceed \$5,549.10. Sarah seconded. Motion carried.

Paving Update:

Jaret reported that paving of this year's designated streets is complete with base coat and topcoat after new risers were installed. Pike's crew need to come back to complete the work on shoulders.

Business from Trustees, Treasurer and Road Foreman:

Painting of Street Lines: Jaret stated that painting of lines is nearly complete.

Flushing: Jaret is still waiting for Customs & Border Protection to contact him for flushing at their I-91 station. This is the only location left to flush. He did get a call from someone on Corkins saying that the sewer had backed up at their house. He went back and flushed the hydrants and sewer in that area. It appears corrected.

New Business from the Audience:

Ashley Corkins advised the Trustees that she is having some serious dermatology problems. After going through extensive testing for allergies and receiving all negative results, she wonders if it is because of village water. She agreed to give Jaret a copy of her dermatology results. He will take samples of water with Phil Laramie at her house and Richard suggested he also get samples from higher up the line from her house.

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

Next Meeting: Because the next regular Trustees meeting would fall on July 4, 2023, it was agreed to move that meeting to July 11, 2023 in the village hall at 6:30 p.m.

Executive Session: A request was made by Jaret and Laurie to go into Executive Session to discuss the authority of Trustees in conducting village business. Richard moved to go into Executive Session. Dustin seconded. Motion carried.

Action resulting from Executive Session: None

Review and Sign Bank Statement: No

Warrants were Reviewed and Signed: Yes

The Last Check Printed: #17940

The meeting was adjourned at 8:50 pm.

Respectfully submitted,
Madeleine C. Roy, Assistant Village Clerk