

Village of Derby Line, Vermont
Trustees Meeting
July 11, 2023
Derby Line Village Hall

Call to Order:

Present were Trustees Richard Creaser and Sarah Webster.

Also present were Karen Jenne, Ed Barber, 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 6:35 pm.

Additions or Deletions to the agenda: None

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

Approval of Minutes of the June 20, 2023 Regular Trustees Meeting:

Sarah made a motion to accept the minutes of the June 20, 2023 meeting as presented. Richard seconded. Motion carried.

Port-O-Potty Near Flag in Baxter Park:

Laurie noted that an email had been received from a non-resident of the village stating that the location of the port-o-potty near the flag in the park is a disgrace. Sarah and Richard noted that, to their knowledge, there are no regulations stating that port-o-potties or similar items cannot be placed near a U.S. flag. It is in a convenient spot near the playground and ball field. This port-o-potty has been in this location for years and no one else has ever complained. In addition, this port-o-potty is not directly under the flag and is always placed in the bushes where it is not well seen from Main St. Laurie consulted a few past service people and none of them had an objection to its location. Since it does not violate any rules, the Trustees decided that this is not an issue.

Paving of Road Shoulders:

Jaret reported that after Pike paved the designated streets for this year, they had not come back to finish paving the shoulders. When he called them, they advised that the shoulders were not included in the original quote. Their charge for this work will be an additional \$3,000 plus material. Jaret made an agreement with Gosselin, Inc. for topsoil as a swap for materials the village has on hand that they can use. The topsoil should be arriving tomorrow and Pike will come on Friday to pave the shoulders. Richard stated that there is still enough money in the Paving Fund to cover this extra \$3,000.

Role of Park & Recreation Committee:

Richard noted that it is important for the Park & Recreation Committee, including those on the Community Day Committee, to understand their role in the village and what is expected of them. There can be no lack of transparency and there must be accountability to the Village Treasurer. Otherwise, there could be potential damage to the village and park activities. Their fundraising needs to be segregated into specific funds for specific purposes and there must be better communication between the Park & Recreation Committee, those planning Community Day and the Village Treasurer. Laurie was asked to reach out to them to invite them to the next Trustees meeting so that these items can be discussed.

Jaret and Laurie noted that a few changes are being made for Community Day, namely that the entrance will be from Baxter Ave instead of Elm St to reduce traffic congestion on Elm St, which is a main artery in and out of the village. Some vendors will be placed a little differently to make it more convenient for everyone, and more parking for handicapped will be available. A new map of the grounds has been drawn up by Julie Gunn, which will be printed soon.

Business from Trustees, Treasurer and Road Foreman:

This Week's Flooding & Washouts: Jaret reported that there has been very little water damage to our roads and water/sewer system because of this week's flooding. All storm drains had been checked by the road crew ahead of time. Jaret also advised that he has been in contact with the Town of Derby Road Foreman. They have agreed to help each other out in case of emergencies, such as a flood.

Caswell Ave Retaining Wall: Jaret has contacted Engineer Tyler Billingsley, who does a lot of engineering work for the State of VT, about the retaining wall that will be needed on Caswell Ave. Billingsley is willing to look over

all the former documents and come up with a quote with some contractors. He indicated to Jaret that he can either be present at all times while the work is being done, or just do spot checks, the latter being less expensive for the village. Jaret indicated to him that he could do just spot checks as he and Kevin Simoneau have had enough excavating experience to be present on the job at all times. Billingsley has been informed that Caswell Ave will most likely be repaved in 2025, so it is imperative that the retaining wall be constructed in 2024.

Banners: Banners and signs for the Tuesday night market in the park, for Community Day, and the park's 100th Anniversary have been put out.

Trees in the Park: TLC Landscaping will be planting trees in the park in the fall.

Speeding on Elm St: Some complaints have been received on speeding on Elm St. Laurie was asked to contact the Sheriff's Dept. to see if they can put up their speed cart.

New Business from the Audience:

Karen thanked Laurie for providing her with copies of the village budget reports. She asked that she also include the Trial Balance.

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

Next Meeting: The next meeting will be on July 18, 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: #17954

The meeting was adjourned at 7:40 pm.

Respectfully submitted,
Madeleine C. Roy, Assistant Village Clerk