

**VILLAGE OF DERBY LINE, VT  
ANNUAL MEETING MINUTES – 2023**

**Agreeable to the foregoing Warning, the legal voters of the Village of Derby Line, VT met at the Derby Line Village Hall on Tuesday, April 4, 2023 at 6:30 pm to transact the following:**

Present were: Richard Creaser, Chair of Board of Trustees, Sarah Webster, Sandra Harrower-Garrett, Trustees, Frank Davis, Moderator, Laurie Sanville, Village Clerk & Treasurer, Madeleine Roy, Assistant Clerk, 34 residents and 3 non-residents.

ARTICLE 1: TO OPEN MEETING. The meeting was called to order at 6:30 pm by Moderator Frank Davis who led the Pledge of Allegiance and then noted the dedication of this year's annual report to Donald Buschman. He advised that Roberts Rules of Order would be followed with exceptions allowed if voted in favor by the voters present.

ARTICLE 2: TO ELECT A MODERATOR. At this point, Davis turned the meeting over to the Chair of the Trustees, Richard Creaser, who conducted the election of a Moderator. Craig Ellam nominated Frank Davis. Dustin Horne seconded. There being no other nominations, Creaser asked the Village Clerk to cast one ballot for Frank Davis.

ARTICLE 3: TO APPROVE MINUTES OF THE APRIL 5, 2022 ANNUAL MEETING. Karen Jenne made a motion to approve the minutes of the April 5, 2022 Annual Meeting as written. Bruce Muir seconded. Motion carried.

ARTICLE 4: TO HEAR AND DISPOSE OF THE REPORTS OF THE VILLAGE OFFICERS. Davis called attention to the Message from the Trustees on Pages 1 and 2 of the annual report. Winsome Hamilton asked about the new warming shed in Baxter Park. Creaser explained that it is removeable and that there is a restrictive covenant that has been in place since the early 1900s by the donors of Baxter Park that states no permanent structures will be erected in the park unless 80% of the voters decide otherwise. It is not clear if this means 80% of all eligible voters or 80% of the voters at this meeting. It can then be taken to the Probate Court for a decision to approve or deny. This will be discussed further in ARTICLE 13. Since this article did not require a vote, Davis moved on to ARTICLE 5.

ARTICLE 5: TO ELECT THE FOLLOWING OFFICERS: ONE TRUSTEE FOR A THREE-YEAR TERM, ONE WATER COMPANY COMMISSIONER FOR A ONE-YEAR TERM, ONE AUDITOR FOR A TWO-YEAR TERM, AND ONE AUDITOR FOR A THREE-YEAR TERM.

*One Trustee for a Three-Year Term:* Stephen Christou nominated Dustin Horne. Seconded by Nathan Morin. Dawn Bowen nominated Karen Jenne. Seconded by Bruce Muir.

Richard Creaser nominated Sandra Harrower-Garratt. Seconded by Carol Smith.

There being three nominations, the body voted for a paper ballot.

Results of ballot: Sandra Harrower-Garratt – 6 votes; Dustin Horne – 22 votes; Karen Jenne – 9 votes.

Dustin Horne was declared the winner and will be sworn in later.

*One Water Commissioner for a One-Year Term:* Keith Beadle nominated Karen Jenne. Seconded by Robert Queenin. There being no other nominations, the Moderator instructed the Clerk to cast one ballot for Karen Jenne as Water Commissioner.

*One Auditor for a Two-Year Term:* Madeleine Roy nominated Keith Beadle. Seconded by Dustin Horne. There being no other nominations, the Moderator instructed the Clerk to cast one ballot for Keith Beadle as Auditor for a two-year term.

*One Auditor for a Three-Year Term:* Richard Creaser nominated Charles Gross. Seconded by Sarah Webster. There being no other nominations, the Moderator instructed the Clerk to cast one ballot for Charles Gross as Auditor for a three-year term.

ARTICLE 6: TO SEE IF THE VILLAGE WILL VOTE TO COLLECT TAXES THROUGH THE TREASURER AS PROVIDED IN TITLE 32, V.S.A., SECTIONS 4791, 4792 AND 4793. A motion was made by Karen Jenne for the village to collect taxes as set forth in Title 32 as described above. Dustin Horne seconded. Motion carried.

ARTICLE 7: TO SEE IF THE VILLAGE WILL VOTE TO COLLECT WATER AND SEWER PAYMENTS THROUGH THE TREASURER AS PROVIDED IN TITLE 32, V.S.A., SECTIONS 5136, 1674 AND V.S.A. 24 SECTION 5151. Richard Creaser made a motion for the village to collect water and sewer payments as set forth in Title 32 described above. Bruce Muir seconded. Motion carried.

ARTICLE 8: TO SEE IF THE VILLAGE WILL VOTE TO AUTHORIZE THE TRUSTEES TO BORROW MONEY TO MEET THE CURRENT EXPENSES IN ANTICIPATION OF TAXES. A motion was made by Keith Beadle to authorize the village to borrow money for current expenses in anticipation of taxes. Seconded by Craig Ellam. Motion carried.

ARTICLE 9: TO AUTHORIZE THE TRUSTEES TO DESIGNATE ANY UNUSED BALANCE OF THE ENDING FISCAL YEAR'S SAND/GRAVEL/SALT BUDGET TO THE ROAD REPAIR CAPITAL FUND. A motion was made by Dustin Horne and seconded by Craig Ellam to authorize the trustees to designate any unused balance of the ending fiscal year's Sand/Gravel/Salt budget to the Road Repair Capital Fund. Discussion followed: Bruce Muir asked why this balance is instead not put toward next year's costs of sand, gravel and salt. Richard Creaser explained that because the Trustees have committed to making major improvements to village roads they feel this unused balance, as small as it might be, is best put toward the Road Repair Capital Fund.

Karen Jenne asked what this year's balance in this line item is, if any. The Clerk noted that this year's balance is \$1,924.04. Karen asked that the article be amended to read: TO AUTHORIZE THE TRUSTEES TO DESIGNATE THE ENDING FISCAL YEAR'S BALANCE OF \$1,924.04 IN THE SAND/GRAVEL/SALT BUDGET TO THE ROAD REPAIR CAPITAL FUND. Richard Creaser made a motion to amend this article as described and Sarah Webster seconded. Motion carried.

Dustin Horne made a motion to authorize the trustees to designate \$1,924.04, the ending fiscal year's balance in the Sand/Gravel/Salt budget, to the Road Repair Capital Fund. Kathleen Hardy seconded. Motion carried.

ARTICLE 10: TO AUTHORIZE THE TRUSTEES TO RAISE THE SUM OF \$30,000 TO BE PLACED IN THE EXISTING ROADS REPAIR CAPITAL FUND. Richard Creaser made a motion to authorize the trustees to raise \$30,000 to be placed in the existing Road Repair Capital Fund. Charles Gross seconded.

Discussion: Karen Jenne recommended that the body vote No on this article for this year as there are several increases in this year's budget that will adversely impact taxes. Richard Creaser explained the Board of Trustees has been working on the Road Repair Capital Fund for several years so that our streets are properly repaved on a rotating/needs basis rather than just patching holes. This year, with the help of funds from the American Rescue Plan Act (ARPA), Derby Line has approximately \$200,000 for repaving Louis St., Kingsbury Ave., Forest Ave., Foster Terr., Valentine Ave., Dashner Circle and Beach St. Bruce Muir asked if there are any water/sewer lines under these streets that would need work/replacement before paving is actually done. Richard advised that there is no real way of knowing but the village road crew has been very diligent in making sure these lines are in working order and are in better condition than the pavement. Daniel Mitton asked when the repaving plan would include Caswell Ave. Richard explained that Main St and Caswell Ave are state highways and the state will be repaving those streets hopefully within the next two years. There being no further discussion a vote was taken. Motion carried.

ARTICLE 11: TO SEE IF THE VILLAGE WILL MAKE A DONATION OF \$1,000 TO THE DERBY LINE FIRE DEPT. FOR USE OF ITS EQUIPMENT. A motion was made by Bruce Muir and seconded by Dawn Bowen for the village to make a donation of \$1,000 to the Derby Line Fire Dept. Discussion: Kathleen Hardy asked why the fire department only gets \$1,000 when in the next article the Haskell Library will possibly get \$2,500. Richard Creaser explained that this \$1,000 is not to support the fire department's emergency services to the village, but only in gratitude for the village's occasional use of their equipment. Craig Ellam confirmed that their emergency services are supported through residents' town taxes.

Dustin Horne made a motion to amend Article 11 to read: TO SEE IF THE VILLAGE WILL MAKE A DONATION OF \$2,500 TO THE DERBY LINE FIRE DEPT FOR USE OF ITS EQUIPMENT. Seconded by Kathleen Hardy. A voice vote was taken, which was not definitive. A stand-up vote was then taken with 13 in favor of the amended article and 16 against. The amended article did not pass.

A vote was taken on the original article. Motion carried.

ARTICLE 12: TO SEE IF THE VILLAGE WILL MAKE A DONATION OF \$2,500 TO THE HASKELL FREE LIBRARY. Keith Beadle made a motion that the village make a donation of \$2,500 to the Haskell Free Library. Seconded by Charles Gross. Discussion from Keith, Nancy Olney and Bruce Muir indicated that the library is a big draw to our village by people from everywhere, that it is the cultural center of our village, is well known for its significant location directly on the border, and that the library and opera house trustees have been working very hard to raise money for capital improvements. Krystal Wood noted that she feels the library is very important to our village, but it would be nice to know what our village funds to them are used for. A vote was taken. Motion carried.

ARTICLE 13: TO SEE IF THE DERBY LINE VOTERS WILL AUTHORIZE THE TRUSTEES TO INSTALL A WARMING SHED IN BAXTER PARK. Richard Creaser explained that this warming shed, which this winter has been used at the skating rink, can be re-purposed for other events. Kathleen Hardy made a motion to authorize the Trustees to install a warming shed in Baxter Park. Seconded by Dustin Horne. Motion carried with no Nay votes.

ARTICLE 14: TO SEE IF THE VILLAGE WILL AUTHORIZE THE TRUSTEES TO SELL REAL ESTATE AND IMPROVEMENTS THEREUPON. Keith Beadle made a motion to authorize the Trustees to sell real estate and improvements thereupon. Seconded by Nancy Olney. Discussion: Karen Jenne asked if the proper documentation had been received from the State of VT giving the village permission to sell the old garage on Ducharme Drive. Richard noted that at long last the State of VT has sent written clearance that there is no oil/gas contamination at that site and that we can go ahead and sell the garage. It had been decided by the Trustees some time ago that the proceeds from this sale, as little as it might be because of the condition and location of the garage, would be used to build something at the present village garage on Baxter Ave. for storage of picnic tables and such. A vote was taken. Motion carried.

ARTICLE 15: TO SEE IF THE VILLAGE WILL VOTE TO PAY EACH TRUSTEE THE SUM OF \$2,000. Nancy Olney made a motion that the village pay each Trustee the sum of \$2,000. Seconded by Andre Ricard. Motion carried.

ARTICLE 16: TO SEE IF THE VILLAGE WILL VOTE TO PAY THE TREASURER THE SUM OF \$10,000. A motion was made by Richard Creaser and seconded by Gail Diem that the village pay the Treasurer the sum of \$10,000. Motion carried.

ARTICLE 17: TO SEE IF THE VILLAGE WILL VOTE TO PAY THE CLERK THE SUM OF \$500. A motion was made by Stephen Christou and seconded by Andre Ricard that the village pay the Clerk the sum of \$500. Motion carried.

ARTICLE 18: TO SEE IF THE VILLAGE WILL VOTE TO RAISE A SUM OF MONEY BY THE LEVY OF A TAX ON THE GRAND LIST TO DEFRAY THE CURRENT EXPENSES, AND IF SO, HOW MUCH. Richard Creaser noted that the amount to be raised through taxes for the current fiscal year is \$227,720.00 as shown in the Village Budget on Page 15 of the annual report. A motion was made by Dustin Horne and seconded by Bruce Muir that the village raise

\$227,720.00 through taxes to defray the current expenses. Discussion: Dawn Bowen questioned why the village employees are now provided health insurance at no cost to them and that this insurance also covers their families. Richard explained that Derby Line employees were underpaid compared to other municipalities and several private sector businesses. The Trustees decided that to keep good employees, the village needs to pay them better and provide more benefits. Several made comments of the good work that Derby Line's road crew has consistently done. Karen Jenne noted that this year's budget is up 20% and that taxpayers cannot be expected to keep paying for all these increases. Dawn asked Laurie for an estimate of how much the water and sewer rates will go up when the village begins paying on the bond for the new sewer treatment plant. Laurie indicated about \$44.00 per quarter. A vote was taken. Motion carried.

ARTICLE 19: TO TRANSACT ANY OTHER BUSINESS THAT MAY LEGALLY COME BEFORE THIS MEETING.

Richard Creaser pointed out a report from the Haskell Library on Pages 8 and 9 of the annual report regarding the extensive work they have had done and plan to do to upgrade that building in order to make it accessible year-round.

Karen Jenne publicly thanked Sandra Harrower-Garrett for serving as Trustee over the last year.

Dustin Horne gave a brief overview of the skating rink and warming shed in the park, and that a Village Recreation Committee is being formed for a series of events in Derby Line. He asked that anyone with ideas for events asked to be added to the email group that is being formed for sharing ideas and/or to join the Committee.

Karen Jenne asked that Board of Trustees contact information be included in next year's and future annual reports. Frank Davis encouraged residents to attend Trustees meetings which are held the first and third Tuesdays of each month in the village hall at 6:30 pm.

ARTICLE 20: TO ADJOURN. Bruce Muir made a motion to adjourn at 8:10 pm.

Dated at the Village of Derby Line, VT on the 5<sup>th</sup> day of April A.D. 2023.