

Village of Derby Line, Vermont
Trustees Meeting
December 19, 2023
Derby Line Village Hall

Call to Order:

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

Also, present were Jaret Judd, Road Foreman, Madeleine Roy, Village Clerk and Laurie Sanville, Assistant Clerk.

The regular meeting was called to order by Trustee Richard Creaser at 6:35 pm.

Additions or Deletions to the agenda:

- Derby Bible Baptist Church
- Requests for reimbursements of Skating Rink and Sewer Project final bills
- Executive Session at end of this meeting to discuss an offer received for the old village garage and applications received for the position of Village Clerk, Treasurer and Delinquent Tax Collector

To satisfy the legal requirement that the Rules of Procedure be read once a year, Richard read them in their entirety.

Approval of Minutes of the Dec. 5, 2023 Regular Trustees Meeting:

Sarah made a motion to accept the minutes of the Dec. 5, 2023 meeting as presented. Dustin seconded. Motion carried.

Parking at 197 Main Street:

Some cars belonging to tenants at this location are being parked either too close to the street or too close to the sidewalk making it difficult for the plows on the truck or sidewalk tractor to properly clear the snow. This parking area was grandfathered many years ago so there is nothing we can do to prevent them from parking there. Richard noted that there is no legal requirement for the village to plow the sidewalks. This is simply a service we provide. Therefore, if cars are in the way at this location, our road crew is just to do the best they can to plow and if they can't go by because of lack of room, the snow can be left unplowed.

Derby Bible Baptist Church:

It has come to the attention of the village that someone is living in this building and some of the residents are being disruptive to the neighbors. They have been advised to call the Sheriff's Dept. as often as needed. This is not a village issue. Laurie has informed the owners of the church that since there is someone living there, she will start charging full price for water and sewer.

Request for Reimbursement of Skating Rink from Grantor:

Laurie noted that all the forms needed to satisfy the grantor of funds for the skating rink system have been completed and can be sent to them as soon as signed by the trustees. A photo of the setup rink will be included. It was noted that there is about \$3,000 left in the park funds that can be used to purchase a snowblower to clear the rink.

Dustin made a motion to authorize the Chair of the Trustees to sign the Request for Reimbursement for the EZ Skating Rink system. Sarah seconded. Motion carried.

Request for Reimbursement of Final Bills on the Sewer Project from State of Vermont:

The Request for Reimbursement of Expenses for the Clean Water State Revolving Fund (CWSRF) and Drinking Water State Revolving Fund (DWSRF) is for a total of \$1,555,895.20.

Sarah made a motion to authorize the Chair of the Trustees to sign the Reimbursement Request for CWSRF and DWSRF. Dustin seconded. Motion carried.

Business from Trustees, Treasurer and Road Foreman:

VT Dept of Environmental Conservation: Jaret advised that he will be meeting with the new person at this department tomorrow (Sarah Damsell's replacement) who has informed the village that we are not in compliance

on the Valentine Ave lagoon project and that they have no record of the paperwork being submitted. He refuted her statement and advised that since sending in all the forms the village has received the state grant for this project. All the forms will be provided to her again at this meeting.

OSHA Forms: Jaret noted that the OSHA forms have been printed out for the road crew to use.

Benches and Tables in Park: A quote has been received from Sticks & Stuff for \$807.42 for composite material for building four new benches near the ball fields in the park. The present benches need to be replaced as they have rotted out. This work will be done in the spring. It was decided to put \$2,000 in next year's budget for new park benches and picnic tables.

Mutual Aid Agreement: The schedule of equipment rates has now been included in this agreement. Sarah made a motion to approve and sign this final Mutual Aid Agreement and to submit it to the Towns of Derby and Holland for their review and approval. Dustin seconded. Motion carried.

New Business from the Audience: None

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

Next Meeting: The next regular meeting will be on January 2, 2024, in the village hall at 6:30 p.m.

Executive Session: Yes

Sarah made a motion to enter Executive Session at 7:25 pm to discuss the two offers received on the old village garage on Ducharme Drive and to review applications received for the Village Clerk position. The Board formally declined the offer of \$13,000 on the Ducharme Drive property. The Board appointed Peggy Kelley as Interim Village Clerk to serve until the annual meeting in April 2024. She will be contacted tomorrow. The trustees exited Executive Session at 8:15 pm.

Review and Sign Bank Statement: No

Warrants were Reviewed and Signed: Yes

The Last Check Printed: #18276

The meeting was adjourned at 8:15 pm.

Respectfully submitted, Madeleine C. Roy, Assistant Village Clerk