

TOWN OF DERBY, VERMONT
SELECT BOARD MEETING
Minutes
March 18, 2024

Present: Steve Gendreau, Lindsay Brainard, Brian Smith, Grant Spates, Brad Shattuck.

Others: Paul Prue, Tom Pratt, Jeremy Davis, Mark Linton, Karen Kotecki, Ed Barber, Matt Wilson, Joe Profera, Bob Kelley.

MEETING CALLED TO ORDER - 6:00 P.M.

Warrants #6A in the amount of \$30,722.90 and, #6B in the amount of \$68,322.98 were signed.

APPROVE MINUTES:

Brad moved to approve the minutes of February 19, 2024, with Brian seconding. Unanimous.

PUBLIC COMMENTS:

Grant welcomed Lindsay Brainard as the newest Board member.

NEW BUSINESS:

Reorganize – Meeting of Board of Select Persons – Bob asked for nominations for Select Board Chair. Brian nominated Grant, seconded by Brad. Unanimous. Grant took over the meeting and asked for nominations for Select Board Vice-Chair. Brad nominated Brian, seconded by Lindsay. Unanimous. The Board Reviewed the other appointments:

One year appointment:

Town Administrator – Bob Kelley

Road Commissioner – Steve Gendreau

NVDA Representatives – Grant Spate & Brad Shattuck

Pound Keeper – Renee Falconer

Tree Warden – Joe Profera

Fire Warden – Craig Ellam

Energy Coordinator – Lindsay Brainard

E-911 Coordinator – Nancy Moore

Agent to sign deeds accepting or transferring property on behalf of Town – Grant Spates & Brad Shattuck

Civil Defense – Craig Ellam & Steve Gendreau

Water/Sewer Committee – Grant Spates & Brian Smith

Newspaper of Record – Newport Daily Express

Four year appointments:

Planning Commission – Bruce Penfield & Joe Profera

Development Review Board – Judy Nommik & Joe Profera

Brian moved to approve the above appointments, seconded by Steve. Unanimous.

Dave LaBelle has resigned from the Development Review Board because he is now a Florida resident. Brian moved to appoint Jeremy Davis to fill the one remaining year of Dave's term, seconded by Grant. Unanimous.

Review & Approve – List of Town Officials for NEKWMD – The list was reviewed and approved.

Reorganizational of Board – NEKWMD – Brian moved to approve Irene Dagesse and Fran Batchelder as NEKWMD members, seconded by Brad. Unanimous.

NVDA Record of Town Officers – The representatives were appointed above.

Jambash Peak Rd – Aaryn French – Mr. French was not present and the Board tabled this item.

NEK Broadband – Karen Kotecki explained their proposal for an Optical Line Terminal Site on the Town Garage property. A 30 ft by 53 ft area is need for the equipment (concrete shelter to house the electronics, concrete pads to hold backup power equipment, and bollards to protect their equipment. The location was proposed for just inside the gate. The Board thought their might be a better location on the lot. Brad moved to approve a 30 ft by 53 ft area for a NEK Broadband Optical Line Terminal Site with the location to be satisfactory to both parties, seconded by Steve. Unanimous.

Beach House Roof Quotes – Four bids were received. Sanville Construction - \$9,500. Jack Degre Contractor - \$13,450. Northern Woods Carpentry - \$11,500. Marquis Carpentry - \$13,000. Brian moved award the contract to Sanville Construction for \$9,500 provided the quote includes the 2 rows of new Ice and Water Shield, seconded by Lindsay. Unanimous.

Review & Sign – Pay Raises – The Board decided to review this in Executive Session.

Review & Sign – Mutual Aid Agreement – VLCT says it is best practice to have a formal, written mutual aid agreement instead of a verbal one. Derby’s equipment and labor prices would need to be added to the agreement before approving. The Board tabled this item.

Review & Sign – Excess Weight Permits - AmeriGas, Blanchard’s Oil Co., BSP Trans Inc., Desrochers, Inc., Ivan Maxwell Trucking, JBL Hauling LLC., Tetreault’s Maple Farms, &Tim Menard – Steve signed all as Road Commissioner.

Review & Sign - Liquor Licenses – Brockton Corp., Derby Cow Palace, Kinney Drugs, Larry Thibault Enterprises LLC., Newport Elks # 2155 Lodge, Smokin Joes, Thompson Redemption & Conv., Vermont Pie & Pasta, Walmart Stores LP, Wesco Inc – At 6:30 PM Brian moved to go into a Liquor Control Board Meeting, seconded by Brad. Unanimous. The Board was not sure about the Smoking Joes license and would like some more information. At 6:37 PM Steve moved to come out of the Liquor Control Board Meeting, seconded by Brian. Unanimous. Steve moved to approve all the licenses except Smokin Joes, seconded by Brian. Unanimous.

Review & Sign - Local Emergency Management Plan – The Board reviewed the plan. There were a few minor changes from last year. Brad moved to approve the Local Emergency Management Plan, seconded by Steve. Unanimous.

Review & Sign - Highway Annual Financial Plan – The Board reviewed the plan. Brain moved to approve the Highway Annual Financial Plan, seconded by Brad. Unanimous.

Review & Sign - Balance Sheet, Budget Status Report, Delinquent Tax Report, General Journal Posting Register – The Board reviewed and signed all.

TA/ZA Report – DRB/PC: The DRB does not have any pending permits for next week. Jeremy Davis is interested in filling the one year left of Dave LaBelle’s term. Jim Bumps recommended him and I would recommend you appoint him. The PC will not be meeting next week. **Permits:** There have been 24 permits submitted year to date. **Grants: New Park** – Jeff Olesky begun some preliminary work for the Stormwater Discharge permit. VT Tennis plans to start construction the week after July 4th. Jeff is not sure if the Stormwater Discharge permit will be issued by then, but we should have no problem getting a Stormwater Construction permit, so VT Tennis should be good to go. **HSIP Small Scale Local Safety Grant** – The State has finally signed the grant agreement. **Highway Structures Grant** –Hinman Settler Road Engineering – The stream alteration and Army Corp permits have been issued. The Wetlands permit is in the works. Sara Davies and Tyler Billingsley are in contact and working on the easements. **Better Roads Grant** – Darling Hill Culvert Replacement. No change, waiting for the State to make grant award decisions. Decisions are typically made in April or May. **Recreation Grant** - Playground

equipment at Derby Green and walking paths for the new park were denied. **Salt Shed Grant** – New Salt Shed. No change, waiting for grant award decisions to be made any time now. **MERP Grant** – Garage & Fire Station efficiency improvements. The Draft Efficiency Report from the inspection for the Fire Station is complete. Craig and I need to set up a meeting with NVDA to go over it. **FEMA:** All the paperwork is in for the Category C project Derby Gore Rd, Fontaine Rd, Bushey Hill Rd, and Hayward Rd. They are being reviewed by FEMA. An Army Corp permit for the dredging we did on Coche Creek for the Category A project is not needed. **Recycling Survey** – The survey shows an average of 23 patrons per hour. 83% of the patrons were from Derby.

OLD BUSINESS:

Legislative Update

Changes to Act 250 and the bill seems to benefit larger towns. Brian voted against it. The House voted to ban menthol cigarettes and vaping.

ROAD REPORT:

Tom is getting ready to mark the roads to get paving bids. Part of the parking lot will be paved. Salt & sand are holding up good. The Western Star dump truck has been ordered and there was no down payment. The Stump Dump signs are up.

RECREATION COMMITTEE: None.

OTHER BUSINESS: None.

EXECUTIVE SESSION:

At 7:03 PM Brian moved to go into executive session for personnel issue, seconded by Steve. Unanimous. Out of executive session at 7:29 PM. Steve moved to approve the wages as submitted, seconded by Brian. Unanimous.

ADJOURNMENT:

The next regular meeting is scheduled for 6:00 p.m. Monday, April 1, 2024. Brian made a motion to adjourn the meeting at 7:30 p.m.

Submitted by Bob Kelley, *Unofficial until approved.*