

Village of Derby Line, Vermont
Trustees Meeting
February 20, 2024
Derby Line Village Hall

Call to Order:

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

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

The regular meeting was called to order by Trustee Richard Creaser at 6:30 pm.

Additions or Deletions to the agenda:

- Update on Proposed Sale of 34 Ducharme Dr. Property
- Richard suggested that tonight's agenda item, Finalization of Budget for 2024 – 2025, be moved to be the second item of discussion

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

Approval of Minutes of the Special Jan. 24, 2024 Trustees Meeting and the Minutes of the Feb. 6, 2024 Regular Trustees Meeting:

Sarah made a motion to approve the minutes of the January 24, 2024, special Trustees meeting as written. Dustin seconded. Motion carried.

Dustin made a motion to approve the minutes of the February 6, 2024 regular Trustees meeting as written. Richard seconded. Motion carried.

VT Childcare Contribution Tax:

Richard noted that if this new tax is put into effect by the State of VT, it will do so only as of July 1, 2024. Thus, the village's budget for 2024 – 2025 should only include figures for the remaining eight months of our fiscal year. In addition, calculations by Peggy show that this tax is less than half of one percent and will amount to approximately \$519.00 in the coming budget. Therefore, because of this small amount it was agreed by the Board that the village should cover the entire tax amount without cost sharing by the employees and that the proposed wage increases not be decreased. This issue can be revisited when putting together the budget for 2025 – 2026.

Finalization of Budget for 2024-2025:

The Trustees reviewed the Village Budget as well as the Water and Sewer budgets now showing the updated figures as noted at the last meeting plus the addition of the VT Childcare Contribution Tax. Jaret noted that the Truck Repairs had previously all been shown under the Village's Roads budget and should be distributed over the Village, Water and Sewer budgets. Peggy has made these corrections, and they are showing in tonight's draft as well as a few other line items that needed more accurate distribution. The budget was not finalized as there are a few more income and expenses that will happen between now and the end of the fiscal year (2/29/24). This will be on the next meeting's agenda for finalization.

A brief discussion took place regarding water and sewer rates, which are now \$105.00 quarterly (water) and \$109.00 quarterly (sewer). The sewer rate might go up by \$36.00 quarterly. Jaret noted that a VT Rural Water rep will be coming to Derby Line soon to test for possible leaks in the pipe(s) crossing the Tomifobia River, which will confirm the correct reading of Derby Line's water flow to Stanstead. It was suggested that the Trustees keep stressing to Stanstead that they need to track their flow rates for water and sewer so that charges can be equitably distributed between the two municipalities.

Contact List on Annual Report:

It was requested last year that a contact list of village Trustees and employees be included in future annual reports. The Trustees decided to include this contact list with only the Trustees names, titles and their village email address, but no phone numbers. The list should also include the Water Commissioner's name, title and email address (if she gives permission for her personal email). Also to be included are the Village Office and Village Garage telephone numbers.

Update on Proposed Sale of 34 Ducharme Drive Property:

Richard stated that he had received an email from our village attorney indicating that the potential buyer, Reg Abbott, is concerned about possible soil contamination at this site. This stems from his reading the recent warning that was placed in the Newport Daily Express and an article in that paper. Unfortunately, Abbott did not have up to date information on this issue and needs to be sent the official letter the village received from the VT Department of Environmental Conservation stating that extensive testing done at that site revealed that there is no contamination. A copy of that documentation will be sent to all parties concerned.

Business from Trustees, Treasurer and Road Foreman:

Annual Report Dedication: The Trustees reviewed the dedication to Roland "Buzzy" Roy written by Keith Beadle and approved it with no changes and with sincere thanks for Keith Beadle.

Skating Shed: Dustin asked if the Trustees are still interested in pursuing the use of the skating shed by Sweet Scoops for an ice cream shop in the summer. The rental would help offset costs that the village incurs at the shed. The Trustees agreed to have Dustin speak with Matt Wright (Sweet Scoops) and any other possible Ice cream vendor if Wright is no longer interested.

Road Crew Winter Hours: Dustin received a concern from a village resident about why the road crew only works until noon in the winter. Jaret noted that, in the winter, they start at 4 am so that roads can be plowed and salted before school buses and other traffic are on the road. It is much easier to keep the roads in good condition when there is hardly anyone else on the road. This avoids overtime hours they might otherwise put in if regular winter hours were from 6 am to 2 pm and they'd have to come in two hours early to plow. The hours are changed to 6 am to 2 pm in the summer. Jaret noted that he does not ever charge the village for the time he spends on his off hours on the phone with concerned citizens or vendors and when he does a drive-through the village every weekend to check for water leaks, sewer problems or plowing needs.

Hydrant on Herrick Road: Jaret noted that a motorist hit and damaged a hydrant on Herrick Road last week because of icy roads. Peggy has filed the report with VLCT which will in turn deal with that motorist's insurance company. It is expected that all damages will be paid by the motorist's insurance company.

SAM.gov: Peggy noted that our standing with SAM.gov (avenue for receiving federal funds) was expiring this month. That designation has been applied for and approved by the federal government.

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 Wednesday, March 6, 2024, in the village hall at 6:30 p.m. This is a change from the regular Tuesday night meeting as March 5th is Town Meeting Day.

Executive Session: No

Review and Sign Bank Statement: No

Warrants were Reviewed and Signed: Yes

The Last Check Printed: #18390

The meeting was adjourned at 8:10 pm.

Respectfully submitted,
Madeleine Roy, Assistant Clerk