

Village of Derby Line, Vermont
Trustees Meeting
May 7, 2024
Derby Line Village Hall

Call to Order:

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

Also present were Karen Jenne, Gail Singer, Scott Jenness, Audra Pitts and Ed Barber from Newport Daily Express, Denis Ducharme, Ashley Corkins, Charles Gross, Frank Davis, Bruce Muir, 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:

- Customs & Border Protection Purchase of 3 Main St buildings

Richard stated that an Executive Session will be held at the end of this meeting to discuss a personnel issue.

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

Approval of Minutes of the April 16, 2024 Regular Trustees Meeting:

Dustin made a motion to approve the minutes of the Regular Trustees meeting of April 16, 2024, as written.

Sarah seconded. Motion carried.

Appoint Chair and Vice-Chair of the Board of Trustees:

Dustin made a motion to approve the same Chair and Vice-Chair as in the previous year, that is, Richard Creaser as Chair and Sarah Webster as Vice-Chair. Sarah seconded. Motion carried.

Name Official Newspaper:

After reviewing the information provided on costs, column sizes and circulation numbers for the Newport Daily Express, The Chronicle and the Caledonian-Record, Sarah made a motion to retain the Newport Daily Express as the village's official newspaper. Dustin seconded. Motion carried.

ATV Trails in Derby Line:

Richard reviewed the list of Derby Line streets that were approved for ATV travel at the last meeting. Scott Jenness noted that the ATV club has a contract with the Orleans County Sheriff's Dept for policing of violators. Should any complaints of ATV violations arise, they can be addressed to Scott Jenness or the Sheriff's Dept. Several village residents are unable to access the present trails/streets as they live on streets that are not approved and have expressed a desire to have all Derby Line streets open to ATVs.

Sarah made a motion to open all Derby Line streets for ATV travel by those with VASA memberships and who follow state statutes. Dustin seconded. Motion carried.

Quotes for Re-roofing the Village Salt Shed and Garage:

Richard and Dustin reviewed the quotes that were available at the last meeting with Sarah, who was unable to attend that meeting. Richard noted that the village does not have enough money in this year's budget to re-roof both buildings. With some of the leftover ARPA funds and the fact that the Caswell Avenue project is coming in lower than expected, the village will be able to re-roof the salt shed. He also noted that Palmeiri Roofing has a very good warranty on the materials they would use.

Dustin made a motion to accept the bid received from Palmeiri Roofing of Danville, VT at \$13,450.00 for the salt shed. Sarah seconded. Motion carried.

Village Donation for Derby Line Community Day:

Bruce Muir, Chair of Derby Line Community Day, asked if the village would be willing to again donate \$2,000 for this annual event. He stated that since January 2024, he has raised over \$14,000 in sponsorships. Vendors have been contacted and so far over 20 have signed up. More information is being sent out by email and social media. It was suggested that a VENMO account be set up tied to the Community Day checking account. Peggy agreed to research this process. The requested \$2,000 had already been put into this year's budget.

Sarah made a motion for the village to transfer the \$2,000 donation that is already in the budget to the Community Day checking account. Dustin seconded. Motion carried.

Customs & Border Protection (CBP) Three Main Street Buildings:

Dustin noted that he had spoken with Troy Rabideau, CBP port director, who informed him that CBP is working with a contractor to build a fence around the three buildings in question (Brown's Drug Store, Caswell's and the blue apartment building). This most likely will happen this summer with demolition of the buildings to take place next summer. They understand that Derby Line's Main Street will be repaved in 2025, so they will try to get the demolition done before the paving. Karen Jenne asked if a Derby Zoning permit will be required for the fence. Dustin agreed to ask Mr. Rabideau to attend the next village meeting (5/21/24) to answer any questions.

Business from Trustees, Treasurer and Road Foreman:

Benches in Park: Sarah and Dustin noted that someone has offered to donate the necessary wood to replace or repair the benches at the ballfield in Baxter Park.

Soccer Field: Dustin stated that the Wildcats Soccer group is interested in the village leveling the soccer field and making it regulation size. The trustees agreed that this should be put in next year's budget.

New lighting at Skating Rink: Peggy stated that J&S Electric has not yet installed new lighting as they are trying to find some reasonably priced lights. They have agreed to donate their time for installation.

Caswell Ave Retaining Wall: Peggy stated that the contractor is hoping to start this project in about two weeks from now and that it will take about two weeks to complete. One lane of travel will be closed off and traffic lights will be installed for proper flow of traffic. Sarah suggested that this information be put out locally by email, Facebook and other social media. She also asked Peggy to contact the Sheriff's Dept. to monitor the flow of traffic at the northern end of Main St. on May 20 (Victoria Day) when Canadians are heading back home.

New Business from the Audience:

Sand and Debris near road on Pelow Hill: Karen noted that a homeowner at the top of Pelow Hill is dumping sand and debris near and in the road, and asked if something can be done about it. Richard stated that unless the items are in the road or on someone else's property, there is really nothing that can be done. If it is blocking someone's property or is a safety hazard, then action can be taken.

Hydrant on Herrick Rd: Bruce Muir asked about the status of the hydrant that was damaged in a recent car accident. Peggy informed him that they are just waiting for parts.

Electrical Outlets in Park: Bruce also asked if there are enough outlets in the park for Community Day. This will be put on the next meeting's agenda for Jaret to answer.

Storage Shed: Dustin asked that the next agenda also include a discussion on the proceeds of the sale of the old garage for storage of skating rink equipment, picnic tables, park benches, Community Day items, etc.

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

Next Meeting: The next regular meeting will be on Wednesday, May 21, 2024, in the village hall at 6:30 p.m.

Executive Session:

Dustin made a motion to enter into Executive Session. Sarah seconded. Motion carried.

The Trustees exited Executive Session at 8:06 pm. No action was taken.

Review and Sign Bank Statement: Yes

Warrants were Reviewed and Signed: Yes

The Last Check Printed: #18534

Respectfully submitted,

Madeleine Roy, Assistant Clerk