

Village of Derby Line, Vermont  
Trustees Meeting  
May 21, 2024  
Derby Line Village Hall

**Call to Order:**

Present were Trustees Richard Creaser and Sarah Webster, Anderson & Emerson Webster. Also present were Karen Jenne, Frank Davis, Troy Rabideau, Dennis Kelley, Al Loukes, Sandy Madey, Kristen Beswick, Trooper Berlandy, Jaret Judd, Road Foreman, 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:**

- Sunset Terrace Ext road concern
- Forest Ave. road sign

Richard stated that because he is unable to attend this meeting, Dustin Horne has requested that the fourth item on tonight's agenda (Appropriation of Funds from Sale of Old Village Garage) be deferred to the next meeting.

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

**Approval of Minutes of the May 7, 2024 Regular Trustees Meeting:**

Sarah made a motion to approve the minutes of the Regular Trustees meeting of May 7, 2024, as written. Richard seconded. Motion carried.

**Pickleball Courts:**

Al Loukes, local pickleball instructor, made three requests of the Trustees. First, he asked for approval for the purchase of two new portable pickleball nets. The ones he recommends are the Rally Deluxe Portable Net System at \$169.00 each for a total of \$338.00.

Second, he requested approval for the purchase of a tennis court roller that would make it easier to get rid of water puddles on the courts after rainstorms. He recommends one for \$68.00.

Third, he requested approval of the purchase of a 4 x 8 sheet of quality 5/8" plywood to hang on the back fence with proper painting for those who want to practice by themselves. The cost will be around \$120.00.

Richard donated his next Trustee's paycheck of \$500.00 toward these purchases.

Sarah made a motion to approve Al Loukes' three requests for two Rally Deluxe Portable Net Systems for \$338.00, one Tennis Roller for \$68.00 and one 4 x 8 weather-durable sheet of plywood for a practice board to be painted by the village road crew at around \$120.00, all of which is to come out of Richard Creaser's next Trustee's check.

**Fence Installation Around 3 Buildings on Main St by Customs & Border Protection (CBP):**

Port Director Troy Rabideau was present to explain that because the three buildings in question at the north end of Main St. are in very poor condition and are dangerous for anyone to be in or near them, a fence will be erected this summer all around the property. The fence will not interfere with the sidewalk nor will it be placed on anyone else's property. CBP has to first get approval from the Vermont Historical Society, and an environmental agency because of wetlands behind these buildings. Rabideau then stated that demolition of these buildings will most likely take place in 2025 to then make that area into green space. Frank Davis expressed the village's concern that because the government has bought these buildings and others in the village, Derby Line has lost significant tax revenue and he is working with our congressional delegation for possible reimbursement.

**Electrical Outlets in Baxter Park:**

Bruce Muir had asked that this item be put on tonight's agenda, but he was unable to attend. Jaret did mention that last summer it had been decided to update the electrical system in the park to make it above ground, but it never got done. He will contact Alan Desroches, Electrician, for an update.

**Off-Road Vehicle Ordinance:**

Because the village voted to open all roads to off-road vehicles at the last meeting, Richard noted that our existing Ordinance for same will probably need to be updated and asked if it should be sent to our village attorney for review. Trooper Berlandy noted that the VT State Police will enforce the law if they have the village's ordinance in hand. It should be sent to Lt. Jensen at the Derby State Police Barracks.

Sarah made a motion to authorize the Village Clerk to submit our ordinance regulating off-road vehicles on village

streets to Primmer, Piper, Eggleston & Cramer for legal review and an explanation of our last meeting's decision before adoption by the Board of Trustees. Richard seconded. Motion carried.

**Sewer Project Grant Monies Surplus Allocation:**

Peggy noted that the grant for the construction of the new sewer treatment plant has been received for \$641,250 and as previously instructed, she paid off the line of credit on this project. This left a surplus of \$62,145.01. The village had to take out an additional loan of \$75,000 for construction overrun and Peggy asked if the \$62,145.01 can be used to pay down most of what is left on this \$75,000 loan at the Community National Bank.

Sarah made a motion to apply the balance of \$62,145.01 to the current outstanding note at Community National Bank for the construction overrun. Richard seconded. Motion carried.

**Tax Abatement Request from Clerk/Treasurer:**

Peggy brought to everyone's attention two water and sewer accounts that the village is unable to collect: \$2.18 from Lay Whip Co. and \$10.99 from Denise Eryou and asked about the process for writing off these items. These will probably have to be brought before the Board of Civil Authority for approval to write them off.

**Sunset Terrace Extension:**

Kristen Beswick, resident of Sunset Terrace Extension, asked if there is anything the village can do to stop the erosion of gravel from the street into her driveway, and if the village would consider paving the street. Sunset Terrace Extension is not paved. Jaret noted that because the houses on that street are all built below the level of the road when it rains the water and gravel naturally flow down onto their properties. If the street gets paved, they will still get a lot of water onto their properties. The trustees noted that even though the village has established a Road Paving Fund, last summer's paving projects took most the money in the fund plus ARPA funds to get several streets done. The village has an engineering study in place listing the streets that are in most need of repaving which the trustees will follow in doing future projects. However, there is no money for paving at this time.

**Forest Ave Sign:**

Trooper Berlandy asked that this item be discussed in Executive Session to discuss a legal issue.

**Business from Trustees, Treasurer and Road Foreman: None**

**New Business from the Audience:**

Meeting with Stanstead: Karen mentioned that last week's meeting went very well.

Caswell Ave Retaining Wall Project: Peggy noted that she had heard from the engineer who stated that they are waiting for the blocks to start this project.

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

**Next Meeting:** The next regular meeting will be on June 4, 2024, in the village hall at 6:30 p.m.

**Executive Session:**

For security or emergency response to measure the disclosure of public safety, Sarah made a motion to enter Executive Session. Richard seconded. Motion carried.

The Trustees exited Executive Session at 8:10 pm. No action was taken.

**Review and Sign Bank Statement: No**

**Warrants were Reviewed and Signed: Yes**

**The Last Check Printed: #18561**

Respectfully submitted,

Madeleine Roy, Assistant Clerk