

Village of Derby Line, Vermont
Trustees Meeting
June 11, 2024
Derby Line Village Hall

Call to Order:

Present were Trustees Richard Creaser and Sarah Webster.

Also present were Karen Jenne, Marc Olhoeft, Jaret Judd, Road Foreman, 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:

- Review of legal ordinance of ATV use

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

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

Approval of Minutes of the May 21, 2024 Regular Trustees Meeting:

Richard made a motion to approve the minutes of the Regular Trustees meeting of May 21, 2024, as written.

Sarah seconded. Motion carried.

VLCT Group Insurances for Employees:

VLCT is offering additional insurance similar to AFLAC to municipal employees. The plan is called WISE Critical Illness Insurance and would present no cost to the Village of Derby Line. This is an optional insurance benefit that employees could choose to participate in. It would require a minimal administrative cost to set up under payroll with the clerk/treasurer.

Richard made a motion to offer Wise Critical Illness Insurance to the Village of Derby Line employees at no cost to the Village. Sarah seconded. Motion carried.

Review of Legal Ordinance of ATV Use:

Paolo Wieser from Primmer, Piper, Eggleston & Cramer sent a draft of the ATV use ordinance that their firm prepared for the trustees to review. Mark Olhoeft encouraged a clause in the ordinance to allow individual residents on specific streets to sign a petition making that street exempt from ATV use. Richard responded with the information that ATV use within the Village of Derby Line streets/roads is an annual decision decided by the trustees, the purpose of the ordinance is to assist with enforcement.

Richard and Sarah will review the draft ordinance and complete the penalty section.

Business from Trustees, Treasurer and Road Foreman:

Service Line Inventory: Jaret met with Patrick Smart and two of his assistants from MSK Engineers to review the water line maps for the Village of Derby Line. The Village has received a grant from the Vermont Agency of Natural Resources to perform this inventory report. The deadline for this report is October of 2024 and there will be no cost to the Village. Some residents will be receiving letters from MSK Engineers and notices will be posted in the Village and online regarding this process.

Caswell Avenue Project:

Jaret reported there is still no clear start date for this project, but it is anticipated to begin in two to three weeks. Notices will be posted in the Village and online once there is a definite start date.

Flushing: Jaret reported that the spring flushing of hydrants is complete.

Painting: Jaret reported that the sidewalk painting is complete but there is more road painting to be performed.

Village of Stanstead: Peggy reported that she made the first of three payments to the Village of Stanstead. The Canadian exchange rate converted the payment from \$33,333.33(CAN) to \$25,666.66(US).

Workers Compensation Audit: Peggy completed and submitted the annual workers compensation audit to VLCT.

Loan for \$75,000 at CNB: Peggy requested a revised amortization schedule after applying the grant money surplus and the new payoff date for this loan is May of 2025.

Assistant Clerk & Treasurer: Peggy reported, sadly, that Madeleine Roy has retired as the Assistant Clerk & Treasurer. Peggy will advertise for the position of a new assistant clerk and treasurer.

New Business from the Audience:

Derby Line Day: Bruce Muir requested clarification from the trustees regarding town and state food service permits required for food vendors on Derby Line Day. Peggy will reach out to Derby Town Clerk's office and the Vermont Department of Health for more information. Bruce also requested information about the electrical capacity in the park for a new vendor. Jaret Judd will assist Bruce in determining if the park is able to accommodate the new vendor.

Service Line Inventory: Mark Olhoeft said there is a substantial amount of federal money available for the service line inventory report and replacement of lead water lines. He asked about lead lines in the Village of Derby Line. Jaret Judd informed him that the Village of Derby Line's water is tested monthly and the samples for lead and copper have come back normal.

Water/Sewer Rates: Mark Olhoeft questioned the trustees about the water and sewer rates for the Village of Derby Line. He also asked about the partnership with the Village of Stanstead. The trustees and members present gave him information regarding the studies, reports and decision-making process that went into the Village of Derby Line's partnership with the Village of Stanstead for water and sewer services.

Karen Jenne: Karen informed the board that the allocation of the funds from the sale of the old town garage can be found in the annual reports of 2020(article 13) and 2021(article 19).

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

Next Meeting: The next regular meeting will be on June 18, 2024, in the village hall at 6:30 p.m. Employee evaluations will take place at 6 pm on that same date in Executive Session.

Executive Session: No

Review and Sign Bank Statement: No

Warrants were Reviewed and Signed: Yes

The Last Check Printed: #18599

The meeting was adjourned at 7:56 pm.

Respectfully submitted,
Peggy Kelley, Clerk/Treasurer