

VILLAGE OF DERBY LINE

2023 Officers' Annual Report

for the year ending

February 29, 2024

Officers

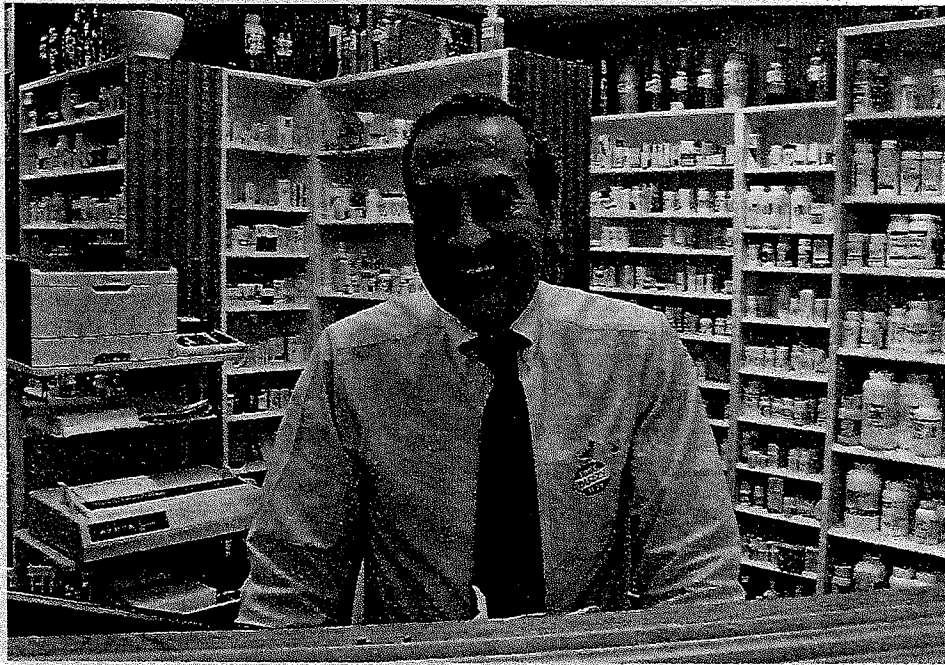
	<u>Term</u>	<u>Expires</u>
Richard Creaser, Chairman	Three Years	2025
Sarah Webster, Vice-Chairman	Three Years	2024
Dustin Horne, Trustee	Three Years	2026
Frank Davis, Moderator	One Year	2024
Peggy Kelley, Clerk & Treasurer	Appointed	2024
Peggy Kelley, Delinquent Water, Sewer & Tax Collector	Appointed	2024
Madeleine Roy, Assistant Clerk & Treasurer		
Keith Beadle, Auditor	Three Years	2025
Robert Queenin, Auditor	Three Years	2024
Charles Gross, Auditor	Three Years	2026
Karen Jenne, Water Commissioner	One Year	2024

**The Derby Line Village Annual Meeting
will be held at the Derby Line Village Hall
April 2, 2024 at 6:30 pm**

Please bring this report for reference.

Trustee meetings are held the first and third Tuesdays of each month at 6:30 PM
at the Derby Line Village Hall.

Dedication



Roland "Buzzy" Roy

For over fifty years, the Village of Derby Line featured one of the finest pharmacies in the state of Vermont due to the diligence and character of its proprietor, Buzzy Roy. Sitting on the north end of Main St., Buzzy had his finger on the pulse of the village, watching the activity out his front window and chatting with his numerous customers. He became one of the most respected and well-liked of residents of Derby Line. To him, his clientele was of utmost importance, and it was not uncommon for him to personally deliver medication to a person in need, even doing this after his store had closed.

Buzzy was dedicated to Derby Line. He served as a trustee for many years, spearheading many projects for the betterment of the village. These included the construction of new waterlines on Elm St, a project meant to give adequate fire protection to Derby Elementary School; and the refurbishment of the sidewalk on Caswell Ave, allowing villagers and visitors alike the opportunity to stroll in comfort along that street. It was always his goal to provide the largest benefit for the most reasonable cost to the village. Buzzy also served on the board of the Haskell Library and Opera House for many years and was instrumental in introducing a system to provide cooler air to the Opera House on those hot summer evenings when there was a performance.

But Buzzy was not all business. He enjoyed sailing on Lake Memphremagog, remodeling old cars and presiding over turtle races at the Long Branch Restaurant. In addition, Buzzy led a one-man rebellion against Homeland Security when he was told that he could not return home via Church St. from Rock Island, even going so far as to be taken into custody and spending the night in a cell at the Border Patrol office. The ensuing demonstration in the village, complete with a large crowd, showed how much people respected the local pharmacist.

His retirement to an ocean front condo in Puerto Rico was cut way too short by an untimely stroke, and, unfortunately, his final years were not the reward that he should have received for a lifetime of work for his customers and his village. Brown's Drug Store is now a thing of the past as is most of downtown Derby Line, but we can remember Buzzy and try to emulate his desire to make Derby Line a better place in which to live.

Message from the Trustees - 2023

The past year has seen a lot of changes in the village. One unfortunate change is the loss of Roland “Buzzy” Roy. Though Buzzy is no longer with us, the spirit of community that he embodied lives on. Indeed, it is now our duty to carry his legacy forward and prove to the world, and to ourselves, that Derby Line is every bit the community he knew and loved.

That spirit of community has taken shape in the addition of an outdoor rink in Baxter Park. It began with a few volunteers asking if we could restore the rink that once graced the park. It grew by leaps and bounds to encompass a fantastic warming shed and, this past fall, a fantastic modular rink set-up.

A host of individuals combined efforts to make this happen, not the least of which were the tireless hours put into the project by Trustee Dustin Horne. Whether filling out grant applications, soliciting donations or making ice in the wee hours of the morning, Dustin’s efforts would have made Buzzy proud. Equally important are the volunteers who continue, day in and day out, to solicit donations to ensure that *all* our community activities continue. This is the spirit of community that Buzzy inspired in us.

This past year also saw the fruits of our Capital Road project. For the first time in many years, large swathes of village streets were ground and resurfaced. Dashner Circle, one of our fastest growing neighborhoods, is finally paved. But this work continues. We realize that it will be a slow process, undertaken over years, but at least we know what forward progress looks like.

Big things are coming in the next two years. The state intends to mill and repave Main Street and Caswell Ave in 2025. In anticipation of that roadwork, the village is working with an engineer to shore-up the portion of Caswell Ave that is sagging inevitably into Canada. Our hope is to get that project out to bid and completed this year ahead of the repaving work in 2025.

Residents will also notice some changes to how we pay for village services. For the past 15 months, our road crew has tracked their hours, allowing the trustees to see exactly how and where our resources are being spent. As a practical matter, what we are seeing is that village taxes will increase, reflecting the higher proportion of labor going to Road and Park work. The flip side of that is that both our Water and Sewer departments will show commensurate declines in labor costs leading to lower user fees.

The trustees have also entered a new era of what we hope will be ongoing and improved relations with our partners in Stanstead. Preliminary measurements

suggest that the village may see further declines in our proportionate share of sewer operation and maintenance costs. The revised Memorandum of Understanding hammered out between our village and Stanstead included clauses that would allow the parties to re-balance the ledgers based on actual, and not simply theoretical, usage. The old system assumed an even 50/50 split between both entities. While this may have been true when we looked solely at Rock Island and Derby Line, the changing municipal landscape north of the border has changed that equation significantly. None of this is going to be a quick process but our hope is that, over time, the cost sharing reflects the usage of the two parties.

As we move into this new year, we know that there will remain challenges and obstacles to overcome. We also know that, when we pull together as a community, there isn't a lot that can hold us down. We need only remember what it is that Buzzy always knew – Derby Line is a special kind of place. Let's work together to keep our community the sort of place Buzzy worked so tirelessly to create.

Your Village Trustees,

Richard Creaser

Sarah Webster

Dustin Horne

ANNUAL MEETING WARNING

April 2, 2024

THE LEGAL VOTERS OF THE INCORPORATED VILLAGE OF DERBY LINE, COUNTY OF ORLEANS, STATE OF VERMONT, ARE HEREBY NOTIFIED AND WARNED TO MEET IN THE DERBY LINE VILLAGE HALL, TUESDAY EVENING, APRIL 2, 2024, AT 6:30 PM TO TRANSACT THE FOLLOWING:

- 1.) TO OPEN MEETING.
- 2.) TO ELECT A MODERATOR.
- 3) TO APPROVE MINUTES OF THE April 4, 2023, ANNUAL MEETING.
- 4.) TO HEAR AND DISPOSE OF THE REPORTS OF THE VILLAGE OFFICERS.
- 5.) TO ELECT THE FOLLOWING OFFICERS: ONE TRUSTEE FOR A THREE-YEAR TERM, ONE WATER COMPANY COMMISSIONER FOR A ONE-YEAR TERM, ONE AUDITOR FOR A THREE-YEAR TERM AND ONE AUDITOR FOR A TWO-YEAR TERM, ONE CLERK & TREASURER FOR A ONE YEAR TERM, ONE YEAR TERM FOR A DELINQUENT WATER, SEWER & TAX COLLECTOR.
- 6.) TO SEE IF THE VILLAGE WILL VOTE TO COLLECT TAXES THROUGH THE TREASURER AS PROVIDED IN TITLE 32, V.S.A., SECTIONS 4791, 4792 AND 4793.
- 7.) TO SEE IF THE VILLAGE WILL VOTE TO COLLECT WATER AND SEWER PAYMENTS THROUGH THE TREASURER AS PROVIDED IN TITLE 32, V.S.A. SECTIONS 5136, 1674 AND V.S.A. 24 SECTION 5151.
- 8.) TO SEE IF THE VILLAGE WILL VOTE TO AUTHORIZE THE TRUSTEES TO BORROW MONEY TO MEET THE CURRENT EXPENSES IN ANTICIPATION OF TAXES.
- 9.) TO AUTHORIZE THE TRUSTEES TO DESIGNATE THE UNUSED BALANCE OF \$7,479.82 OF THE ENDING FISCAL YEAR'S SAND/GRAVEL/SALT BUDGET TO THE ROAD REPAIR CAPITAL FUND.
- 10.) TO AUTHORIZE THE TRUSTEES TO RAISE THE SUM OF \$30,000 TO BE PLACED IN THE EXISTING ROADS REPAIR CAPITAL FUND.
- 11.) TO SEE IF THE VILLAGE WILL MAKE A DONATION OF \$1000 TO THE DERBY LINE FIRE DEPT. FOR USE OF ITS EQUIPMENT.
- 12.) TO SEE IF THE VILLAGE WILL MAKE A DONATION OF \$2500 TO ASSIST IN THE MAINTENANCE OF THE HASKELL FREE LIBRARY.
- 13.) TO SEE IF THE VILLAGE WILL AUTHORIZE THE TRUSTEES TO SELL REAL ESTATE AND IMPROVEMENTS THEREUPON.
- 14.) TO SEE IF THE VILLAGE WILL VOTE TO PAY EACH TRUSTEE THE SUM OF \$2,000.00.
- 15.) TO SEE IF THE VILLAGE WILL VOTE TO PAY THE TREASURER THE SUM OF \$10,000.00.
- 16.) TO SEE IF THE VILLAGE WILL VOTE TO PAY THE CLERK THE SUM OF \$500.00.
- 17.) TO SEE IF THE VILLAGE WILL VOTE TO RAISE A SUM OF MONEY BY THE LEVY OF A TAX ON THE GRAND LIST TO DEFRAY THE CURRENT EXPENSES, AND IF SO, HOW MUCH.
- 18.) TO TRANSACT ANY OTHER BUSINESS THAT MAY LEGALLY COME BEFORE THIS MEETING.
- 19.) TO ADJOURN.

ATTEST:
PEGGY KELLEY, CLERK
February 28, 2024

TRUSTEES:
RICHARD CREASER
SARAH WEBSTER
DUSTIN HORNE

DATED AT THE VILLAGE OF DERBY LINE, VT MARCH 2, 2024

**VILLAGE OF DERBY LINE, VT
ANNUAL MEETING MINUTES – 2023**

Agreeable to the foregoing Warning, the legal voters of the Village of Derby Line, VT met at the Derby Line Village Hall on Tuesday, April 4, 2023 at 6:30 pm to transact the following:

Present were: Richard Creaser, Chair of Board of Trustees, Sarah Webster, Sandra Harrower-Garrett, Trustees, Frank Davis, Moderator, Laurie Sanville, Village Clerk & Treasurer, Madeleine Roy, Assistant Clerk, 34 residents and 3 non-residents.

ARTICLE 1: TO OPEN MEETING. The meeting was called to order at 6:30 pm by Moderator Frank Davis who led the Pledge of Allegiance and then noted the dedication of this year's annual report to Donald Buschman. He advised that Roberts Rules of Order would be followed with exceptions allowed if voted in favor by the voters present.

ARTICLE 2: TO ELECT A MODERATOR. At this point, Davis turned the meeting over to the Chair of the Trustees, Richard Creaser, who conducted the election of a Moderator. Craig Ellam nominated Frank Davis. Dustin Horne seconded. There being no other nominations, Creaser asked the Village Clerk to cast one ballot for Frank Davis.

ARTICLE 3: TO APPROVE MINUTES OF THE APRIL 5, 2022 ANNUAL MEETING. Karen Jenne made a motion to approve the minutes of the April 5, 2022 Annual Meeting as written. Bruce Muir seconded. Motion carried.

ARTICLE 4: TO HEAR AND DISPOSE OF THE REPORTS OF THE VILLAGE OFFICERS. Davis called attention to the Message from the Trustees on Pages 1 and 2 of the annual report. Winsome Hamilton asked about the new warming shed in Baxter Park. Creaser explained that it is removeable and that there is a restrictive covenant that has been in place since the early 1900s by the donors of Baxter Park that states no permanent structures will be erected in the park unless 80% of the voters decide otherwise. It is not clear if this means 80% of all eligible voters or 80% of the voters at this meeting. It can then be taken to the Probate Court for a decision to approve or deny. This will be discussed further in ARTICLE 13. Since this article did not require a vote, Davis moved on to ARTICLE 5.

ARTICLE 5: TO ELECT THE FOLLOWING OFFICERS: ONE TRUSTEE FOR A THREE-YEAR TERM, ONE WATER COMPANY COMMISSIONER FOR A ONE-YEAR TERM, ONE AUDITOR FOR A TWO-YEAR TERM, AND ONE AUDITOR FOR A THREE-YEAR TERM.

One Trustee for a Three-Year Term: Stephen Christou nominated Dustin Horne. Seconded by Nathan Morin. Dawn Bowen nominated Karen Jenne. Seconded by Bruce Muir.

Richard Creaser nominated Sandra Harrower-Garratt. Seconded by Carol Smith.

There being three nominations, the body voted for a paper ballot.

Results of ballot: Sandra Harrower-Garratt – 6 votes; Dustin Horne – 22 votes; Karen Jenne – 9 votes.

Dustin Horne was declared the winner and will be sworn in later.

One Water Commissioner for a One-Year Term: Keith Beadle nominated Karen Jenne. Seconded by Robert Queenin. There being no other nominations, the Moderator instructed the Clerk to cast one ballot for Karen Jenne as Water Commissioner.

One Auditor for a Two-Year Term: Madeleine Roy nominated Keith Beadle. Seconded by Dustin Horne. There being no other nominations, the Moderator instructed the Clerk to cast one ballot for Keith Beadle as Auditor for a two-year term.

One Auditor for a Three-Year Term: Richard Creaser nominated Charles Gross. Seconded by Sarah Webster. There being no other nominations, the Moderator instructed the Clerk to cast one ballot for Charles Gross as Auditor for a three-year term.

ARTICLE 6: TO SEE IF THE VILLAGE WILL VOTE TO COLLECT TAXES THROUGH THE TREASURER AS PROVIDED IN TITLE 32, V.S.A., SECTIONS 4791, 4792 AND 4793. A motion was made by Karen Jenne for the village to collect taxes as set forth in Title 32 as described above. Dustin Horne seconded. Motion carried.

ARTICLE 7: TO SEE IF THE VILLAGE WILL VOTE TO COLLECT WATER AND SEWER PAYMENTS THROUGH THE TREASURER AS PROVIDED IN TITLE 32, V.S.A., SECTIONS 5136, 1674 AND V.S.A. 24 SECTION 5151. Richard Creaser made a motion for the village to collect water and sewer payments as set forth in Title 32 described above. Bruce Muir seconded. Motion carried.

ARTICLE 8: TO SEE IF THE VILLAGE WILL VOTE TO AUTHORIZE THE TRUSTEES TO BORROW MONEY TO MEET THE CURRENT EXPENSES IN ANTICIPATION OF TAXES. A motion was made by Keith Beadle to authorize the village to borrow money for current expenses in anticipation of taxes. Seconded by Craig Ellam. Motion carried.

ARTICLE 9: TO AUTHORIZE THE TRUSTEES TO DESIGNATE ANY UNUSED BALANCE OF THE ENDING FISCAL YEAR'S SAND/GRAVEL/SALT BUDGET TO THE ROAD REPAIR CAPITAL FUND. A motion was made by Dustin Horne and seconded by Craig Ellam to authorize the trustees to designate any unused balance of the ending fiscal year's Sand/Gravel/Salt budget to the Road Repair Capital Fund. Discussion followed: Bruce Muir asked why this balance is instead not put toward next year's costs of sand, gravel and salt. Richard Creaser explained that because the Trustees have committed to making major improvements to village roads they feel this unused balance, as small as it might be, is best put toward the Road Repair Capital Fund.

Karen Jenne asked what this year's balance in this line item is, if any. The Clerk noted that this year's balance is \$1,924.04. Karen asked that the article be amended to read: TO AUTHORIZE THE TRUSTEES TO DESIGNATE THE ENDING FISCAL YEAR'S BALANCE OF \$1,924.04 IN THE SAND/GRAVEL/SALT BUDGET TO THE ROAD REPAIR CAPITAL FUND. Richard Creaser made a motion to amend this article as described and Sarah Webster seconded. Motion carried.

Dustin Horne made a motion to authorize the trustees to designate \$1,924.04, the ending fiscal year's balance in the Sand/Gravel/Salt budget, to the Road Repair Capital Fund. Kathleen Hardy seconded. Motion carried.

ARTICLE 10: TO AUTHORIZE THE TRUSTEES TO RAISE THE SUM OF \$30,000 TO BE PLACED IN THE EXISTING ROADS REPAIR CAPITAL FUND. Richard Creaser made a motion to authorize the trustees to raise \$30,000 to be placed in the existing Road Repair Capital Fund. Charles Gross seconded.

Discussion: Karen Jenne recommended that the body vote No on this article for this year as there are several increases in this year's budget that will adversely impact taxes. Richard Creaser explained the Board of Trustees has been working on the Road Repair Capital Fund for several years so that our streets are properly repaved on a rotating/needs basis rather than just patching holes. This year, with the help of funds from the American Rescue Plan Act (ARPA), Derby Line has approximately \$200,000 for repaving Louis St., Kingsbury Ave., Forest Ave., Foster Terr., Valentine Ave., Dashner Circle and Beach St. Bruce Muir asked if there are any water/sewer lines under these streets that would need work/replacement before paving is actually done. Richard advised that there is no real way of knowing but the village road crew has been very diligent in making sure these lines are in working order and are in better condition than the pavement. Daniel Mitton asked when the repaving plan would include Caswell Ave. Richard explained that Main St and Caswell Ave are state highways and the state will be repaving those streets hopefully within the next two years. There being no further discussion a vote was taken. Motion carried.

ARTICLE 11: TO SEE IF THE VILLAGE WILL MAKE A DONATION OF \$1,000 TO THE DERBY LINE FIRE DEPT. FOR USE OF ITS EQUIPMENT. A motion was made by Bruce Muir and seconded by Dawn Bowen for the village to make a donation of \$1,000 to the Derby Line Fire Dept. Discussion: Kathleen Hardy asked why the fire department only gets \$1,000 when in the next article the Haskell Library will possibly get \$2,500. Richard Creaser explained that this \$1,000 is not to support the fire department's emergency services to the village, but only in gratitude for the village's occasional use of their equipment. Craig Ellam confirmed that their emergency services are supported through residents' town taxes.

Dustin Horne made a motion to amend Article 11 to read: TO SEE IF THE VILLAGE WILL MAKE A DONATION OF \$2,500 TO THE DERBY LINE FIRE DEPT FOR USE OF ITS EQUIPMENT. Seconded by Kathleen Hardy. A voice vote was taken, which was not definitive. A stand-up vote was then taken with 13 in favor of the amended article and 16 against. The amended article did not pass.

A vote was taken on the original article. Motion carried.

ARTICLE 12: TO SEE IF THE VILLAGE WILL MAKE A DONATION OF \$2,500 TO THE HASKELL FREE LIBRARY. Keith Beadle made a motion that the village make a donation of \$2,500 to the Haskell Free Library. Seconded by Charles Gross. Discussion from Keith, Nancy Olney and Bruce Muir indicated that the library is a big draw to our village by people from everywhere, that it is the cultural center of our village, is well known for its significant location directly on the border, and that the library and opera house trustees have been working very hard to raise money for capital improvements. Krystal Wood noted that she feels the library is very important to our village, but it would be nice to know what our village funds to them are used for. A vote was taken. Motion carried.

ARTICLE 13: TO SEE IF THE DERBY LINE VOTERS WILL AUTHORIZE THE TRUSTEES TO INSTALL A WARMING SHED IN BAXTER PARK. Richard Creaser explained that this warming shed, which this winter has been used at the skating rink, can be re-purposed for other events. Kathleen Hardy made a motion to authorize the Trustees to install a warming shed in Baxter Park. Seconded by Dustin Horne. Motion carried with no Nay votes.

ARTICLE 14: TO SEE IF THE VILLAGE WILL AUTHORIZE THE TRUSTEES TO SELL REAL ESTATE AND IMPROVEMENTS THEREUPON. Keith Beadle made a motion to authorize the Trustees to sell real estate and improvements thereupon. Seconded by Nancy Olney. Discussion: Karen Jenne asked if the proper documentation had been received from the State of VT giving the village permission to sell the old garage on Ducharme Drive. Richard noted that at long last the State of VT has sent written clearance that there is no oil/gas contamination at that site and that we can go ahead and sell the garage. It had been decided by the Trustees some time ago that the proceeds from this sale, as little as it might be because of the condition and location of the garage, would be used to build something at the present village garage on Baxter Ave. for storage of picnic tables and such. A vote was taken. Motion carried.

ARTICLE 15: TO SEE IF THE VILLAGE WILL VOTE TO PAY EACH TRUSTEE THE SUM OF \$2,000. Nancy Olney made a motion that the village pay each Trustee the sum of \$2,000. Seconded by Andre Ricard. Motion carried.

ARTICLE 16: TO SEE IF THE VILLAGE WILL VOTE TO PAY THE TREASURER THE SUM OF \$10,000. A motion was made by Richard Creaser and seconded by Gail Diem that the village pay the Treasurer the sum of \$10,000. Motion carried.

ARTICLE 17: TO SEE IF THE VILLAGE WILL VOTE TO PAY THE CLERK THE SUM OF \$500. A motion was made by Stephen Christou and seconded by Andre Ricard that the village pay the Clerk the sum of \$500. Motion carried.

ARTICLE 18: TO SEE IF THE VILLAGE WILL VOTE TO RAISE A SUM OF MONEY BY THE LEVY OF A TAX ON THE GRAND LIST TO DEFRAY THE CURRENT EXPENSES, AND IF SO, HOW MUCH. Richard Creaser noted that the amount to be raised through taxes for the current fiscal year is \$227,720.00 as shown in the Village Budget on Page 15 of the annual report. A motion was made by Dustin Horne and seconded by Bruce Muir that the village raise

\$227,720.00 through taxes to defray the current expenses. Discussion: Dawn Bowen questioned why the village employees are now provided health insurance at no cost to them and that this insurance also covers their families. Richard explained that Derby Line employees were underpaid compared to other municipalities and several private sector businesses. The Trustees decided that to keep good employees, the village needs to pay them better and provide more benefits. Several made comments of the good work that Derby Line's road crew has consistently done. Karen Jenne noted that this year's budget is up 20% and that taxpayers cannot be expected to keep paying for all these increases. Dawn asked Laurie for an estimate of how much the water and sewer rates will go up when the village begins paying on the bond for the new sewer treatment plant. Laurie indicated about \$44.00 per quarter. A vote was taken. Motion carried.

ARTICLE 19: TO TRANSACT ANY OTHER BUSINESS THAT MAY LEGALLY COME BEFORE THIS MEETING.

Richard Creaser pointed out a report from the Haskell Library on Pages 8 and 9 of the annual report regarding the extensive work they have had done and plan to do to upgrade that building in order to make it accessible year-round.

Karen Jenne publicly thanked Sandra Harrower-Garrett for serving as Trustee over the last year.

Dustin Horne gave a brief overview of the skating rink and warming shed in the park, and that a Village Recreation Committee is being formed for a series of events in Derby Line. He asked that anyone with ideas for events asked to be added to the email group that is being formed for sharing ideas and/or to join the Committee.

Karen Jenne asked that Board of Trustees contact information be included in next year's and future annual reports.

Frank Davis encouraged residents to attend Trustees meetings which are held the first and third Tuesdays of each month in the village hall at 6:30 pm.

ARTICLE 20: TO ADJOURN. Bruce Muir made a motion to adjourn at 8:10 pm.

Dated at the Village of Derby Line, VT on the 5th day of April A.D. 2023.

VILLAGE ASSETS – 2-29-2024

Village Hall	496,697.00
Village Hall - Contents	23,000.00
Village Garage (Old)	48,570.00
Village Garage & Salt Shed & Storage Container	424,370.00
Tools, Equipment and Supplies	30,000.00
Sewer System	1,639,347.00
Waste Water Treatment Facility	48,208.00
Sewer Cleaning Equipment	5,000.00
Water System	1,976,354.48
International Water Co. Reservoir	286,791.00
Reservoir Valve Building - 156 Herrick Rd.	573,582.00
2021 Dodge Ram Truck with Plow	50,665.00
2018 Kubota Tractor	18,500.00
2016 John Deere Tractor	45,575.00
2017 Exmark Zero Turn Mower	7,195.00
2007 Toro Zero Turn Lawn Mower	800.00
Community Financial Services Group Orpha J. Durland Acc't	115,947.65
Community Financial Services Group Trust Account	213,636.03
Community Bancorp - Portus Baxter Park Account	12,922.30
Community Bancorp - Portus Baxter Park Account	105,223.50

Community National Bank Accounts:

Events Savings	12,874.91
Checking Account	73,797.88
Village Hall Roof CD	14,051.01
Capital Water Fund	121,885.37
Capital Sewer Fund	18,543.88
Fountain Fund CD #1 and #2	5,327.51
Capital Paving Fund	74,487.17
ARPA Fund	48,988.47
Capital Loader Account	6,000.11

Passumpsic Savings Bank Accounts:

Gazebo CD	1,599.72
Flag Pole CD	697.88

TOTAL ASSETS **6,500,637.87**

LONG TERM LIABILITIES 2023

Water Note (Vermont Bond Bank) 6.193%

Beginning Balance	285,000.00
Principal Payment	(65,000.00)
Ending Balance	<u>220,000.00</u>
Final Payment November 2026.	

Elm Street Water Project Loan (M & T Bank) 1%

Annual Water Payment of \$60,029.99

Beginning Balance	638,416.24
Principal Payment	(40,877.51)
Ending Balance	<u>597,538.73</u>
Admin. Fee	12,768.32
Interest Charges	6,384.16
Town of Derby portion is 18,411.20	
Village of Derby Line portion is 41,618.79	
Final Payment October 2035.	

Caswell Ave Sidewalk Loan (CNB) 2.5%

Beginning Balance	67,883.43
Principal Payment	(9,475.72)
Ending Balance	<u>58,407.77</u>
Interest Payment	1,587.80
Monthly payments of \$921.96 coming from Village budget.	
Final payment October 2029.	

2021 Dodge RAM 5500 (PSB) 1.49%

Beginning Balance	34,188.31
Principal Payment	(10,103.14)
Ending Balance	<u>24,085.17</u>
Interest Paid	456.28
Monthly Payments of \$876.63 coming from Village, Water and Sewer . Final payment July 2026	

Sewer Project (CNB) 5.6%

Beginning Balance		75,000.00
Principal Payment		<u>(2,351.21)</u>
Ending Balance		72,648.79
Interest Paid	1736.89	
Monthly Payments of \$817.62 coming from Village Sewer . Final payment September 2033		

Line of Credit (CNB) 1.21% Stanstead Wastewater Project

Line of Credit		1,479,306.51
Bond Bank Reimbursement		(906,093.91)
Interest Paid	8,676.63	
Totals		573,212.60

Bond Bank Stanstead Wastewater Project

Yearly payments to the Bond Bank when the project is final.		75,452.10
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VILLAGE FUNDS

As of February 2024

Earmarked in the Village of Derby Line Checking Account.

Village Playground Fund (CNB)	5,837.98
Tree Fund (CNB)	9,152.36
Beautification Fund (CNB)	669.19

Village of Derby Line Events (CNB)

Beginning Balance	12,868.46
Interest Earned	6.45
Ending Balance	12,874.91

Village Hall Roof CD (CNB)

Beginning Balance	13,909.85
Interest Earned	141.16
Ending Balance	14,051.01

Gazebo CD (PSB)

Beginning Balance	1,590.14
Interest Earned	9.58
Ending Balance	1,599.72

Flag Pole CD (PSB)

Beginning Balance	694.60
Interest Earned	3.28
Ending Balance	697.88

Fountain Fund CD #1 (CNB)

Beginning Balance	2,584.01
Interest Earned	10.10
Ending Balance	2,594.11

Fountain Fund CD #2 (PSB)

Beginning Balance	2,719.66
Interest Earned	13.74
Ending Balance	2,733.40

Capital Sewer Fund Money Mkt (CNB)

Beginning Balance	16,117.35
Sewer Fees Received	2,426.53
Ending Balance	18,543.88

Capital Water Fund Money Mkt (CNB)

Beginning Balance	109,133.49
Water Fees Received	12,751.88
Ending Balance	121,885.37

Road Capital Fund Checking Account (CNB)

Beginning Balance	148,679.03
Interest Earned	1,968.89
Paving Projects	(106,160.75)
Annual Budget Allocation	<u>30,000.00</u>
Ending Balance	74,487.17

Capital Loader Account (CNB)

Beginning Balance	-
Interest Earned	0.11
Budget Allocation	<u>6,000.00</u>
Ending Balance	6,000.11

Orpha J. Durland Trust (CFSG)

Beginning Balance	105,457.21
Return on Investment (+/-)	<u>10,490.44</u>
Ending Balance	115,947.65

Portus Baxter Park Community Bancorp

Beginning Balance	128,781.00
Return on Investment (+/-)	<u>(23,557.50)</u>
Ending Balance	105,223.50
Dividends disbursed to Village	
6282. shares at \$16.75 share as of February 29, 2024	

Portus Baxter Park Community Bancorp

Beginning Balance	15,037.37
Return on Investment (+/-)	<u>(2,115.07)</u>
Ending Balance	12,922.30
771.480454 shares at \$16.75 share as of February 29, 2024	

Investment Account (Trust Account) (CFSG)

Beginning Balance Market Value	221,416.60
Return on Investment (+/-)	<u>(7,780.57)</u>
Ending Balance Market Value	213,636.03

ARPA Funds (CNB)

Beginning Balance	166,612.17
Road Dept. Payroll	(17,667.12)
Paving Projects	(100,000.00)
Interest Earned	<u>43.42</u>
Ending Balance	48,988.47

Village of Derby Line

Village Budget

	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
VILLAGE REVENUE	2023/2024	2023/2024	2024/2025
Tax Revenue	227,720.00	226,973.72	322,242.47
Delinquent Taxes	-	767.61	-
Delinquent Penalties	-	275.23	-
Delinquent Interest	-	-	-
Hall Rental	1,000.00	1,375.00	1,000.00
Checking-NOW Int. 6413	-	77.86	-
Town of Derby	85,000.00	67,090.82	70,000.00
State of Vermont	30,000.00	34,855.04	35,000.00
Labor	-	33.00	-
Leaves	50.00	404.33	300.00
Park and Rec Donations	-	2,145.02	-
Skating Rink Donations	-	12,248.75	*
Orpha Durland/ CSFG	1,000.00	1,818.75	1,500.00
Portous Baxter Dividend	4,500.00	5,779.44	5,500.00
Elm Str.Sidewalk Income	3,000.00	3,245.00	3,000.00
APRA Funds to off set Road's Payroll	-	-	-
Carry over from 2024 budget	-	-	(29,762.43)
Total VILLAGE REVENUE	352,270.00	357,089.57	408,780.04
VILLAGE HALL			
Supplies	500.00	800.18	500.00
Electric Hall	1,000.00	958.43	900.00
Fuel Oil/Propane	2,500.00	2,958.69	3,000.00
Rubbish Removal	850.00	788.59	850.00
Repairs and Upkeep	10,000.00	1,784.54	3,000.00
Misc.	100.00	100.00	100.00
Total VILLAGE HALL	14,950.00	7,390.43	8,350.00
VILLAGE GARAGE			
Supplies	1,000.00	938.37	1,000.00
Electric Garage	1,200.00	1,206.85	1,200.00
Fuel Oil Heating	2,800.00	2,531.00	3,000.00
Rubbish Removal	850.00	784.16	850.00
Shop Tools	1,000.00	738.92	1,000.00
Repairs and Upkeep	5,500.00	1,307.55	5,500.00
Misc.	100.00	100.00	100.00
Total VILLAGE GARAGE	12,450.00	7,606.85	12,650.00
PARK EXPENSES			
Wages	17,700.00	19,944.50	20,941.73

Social Security	1,097.00	1,236.58	1,298.39
Medicare	260.00	288.96	303.66
Child Care Tax	-	-	46.07
Retirement	1,195.00	1,337.95	1,465.92
Health Insurance	9,620.00	9,840.92	10,947.84
Workmans Comp. Ins.	2,200.00	1,252.37	2,000.00
HSA	1,200.00	1,500.00	1,200.00
Unemployment	100.00	24.99	100.00
Supplies	650.00	288.27	650.00
Rubbish Removal	850.00	784.16	850.00
Events Expenditures	1,000.00	2,000.00	2,000.00
Playground Equipment	1,000.00	647.40	2,500.00
Beautification Committe	1,000.00	924.00	1,500.00
Skating Rink	-	2,233.00	-
Park and Rec	-	21,585.14	-
Park Repairs	450.00	4,173.25	-
Trees	1,000.00	-	1,000.00
Misc	400.00	350.00	400.00
Total PARK EXPENSES	40,022.00	68,411.49	47,203.60

ROAD DEPARTMENT

Wages	76,000.00	115,361.18	121,129.24
Social Security	4,712.00	7,157.78	7,510.01
Medicare	1,102.00	1,674.12	1,756.37
Child Care Tax	-	-	266.48
Retirement	5,130.00	7,383.51	8,291.00
Health Insurance	9,620.00	9,841.16	10,947.84
Workman's Comp Ins.	5,000.00	3,509.38	4,500.00
HSA	1,200.00	1,500.00	1,200.00
Clothing Allowance	250.00	210.31	250.00
Safety Clothing/Equipment	300.00	327.99	300.00
Unemployment	100.00	-	100.00
Telephone	1,300.00	1,070.44	1,200.00
Contracted Services	3,000.00	1,015.00	3,000.00
Training/Mileage	700.00	-	500.00
NEMRC Support/License	1,700.00	1,808.28	1,700.00
Credit Card Serv Fee	-	58.59	240.00
Sand/Gravel/Salt	25,000.00	17,520.18	25,000.00
Paving/Road Repair	20,000.00	7,364.53	20,000.00
Paving Streets/Capital Fund	30,000.00	30,000.00	30,000.00
Truck Repairs/Parts	500.00	1,705.00	2,000.00
Repair/Supplies for Road	6,000.00	892.17	3,000.00
Parts & Repairs Kubota	500.00	948.38	1,000.00
Parts & Repairs JD	1,000.00	109.19	1,000.00
Fuel Diesel/ Gasoline	8,500.00	6,706.57	7,500.00
Sidewalk Repairs	4,100.00	-	2,000.00

Caswell Ave Sidewalk Loan	11,064.00	11,063.52	11,064.00
2016 JD Tractor Loan PSB	2,000.00	-	-
Bucket Loader	2,000.00	1,999.98	2,000.00
2021 Dodge Ram PSB	3,600.00	3,506.52	3,600.00
Misc	100.00	140.41	100.00

Total ROAD DEPARTMENT	222,478.00	232,874.19	271,154.95
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TRUSTEES

Trustees Salaries	2,000.00	2,000.00	2,000.00
Social Security	130.00	124.00	130.00
Medicare	30.00	29.00	30.00
Child Care Tax	-	-	8.80
Advertising	600.00	406.16	600.00
Training/Mileage	200.00	-	200.00
Legal Services	1,000.00	2,486.03	2,000.00
VLCT Membership	1,000.00	1,095.00	1,200.00
Misc.	200.00	-	-

Total TRUSTEES	5,160.00	6,140.19	6,168.80
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FINANCE DEPARTMENT

Clerk Salary	500.00	500.00	500.00
Treasurer Salary	10,000.00	10,000.00	10,000.00
Assistant Treasurer	4,500.00	5,175.50	5,000.00
Tax Delinquent Coll.	-	533.34	-
Auditors Salaries	400.00	300.00	400.00
Social Security	1,020.00	991.74	961.00
Medicare	240.00	232.02	224.75
Child Care Tax	-	-	34.10
Retirement	780.00	708.75	735.00
Health insurance	9,620.00	9,841.16	10,947.84
Unemployment	100.00	24.99	100.00
Postage	700.00	963.72	750.00
Office Supplies	450.00	256.88	450.00
Office Equipment & Repair	500.00	-	1,200.00
Office Equipment Rental	800.00	987.36	1,000.00
Training/Mileage	200.00	-	200.00
Telephone	700.00	905.25	850.00
Computer Training	500.00	486.99	1,500.00
Equipment Purchases	200.00	-	-
Audit	2,500.00	-	3,500.00

Total FINANCE DEPARTMENT	33,710.00	31,907.70	38,352.69
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INSURANCE

Village Hall Property	2,000.00	2,212.43	2,400.00
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Public Officials E&O	1,000.00	722.00	1,000.00
Total INSURANCE	3,000.00	2,934.43	3,400.00
PUBLIC SAFETY			
Street Lights	14,000.00	15,483.73	15,000.00
Signage	500.00	145.49	500.00
Painting Lines	750.00	694.69	1,500.00
Painting Crosswalks	750.00	641.82	-
Sheriff Patrolling	1,000.00	-	1,000.00
Total PUBLIC SAFETY	17,000.00	16,965.73	18,000.00
REQUESTED APPROPRIATIONS			
Haskell Library	2,500.00	2,500.00	2,500.00
Derby Line Fire Dept.	1,000.00	1,000.00	1,000.00
Total REQUESTED APPROPRIATION	3,500.00	3,500.00	3,500.00
Total Expenditures	352,270.00	377,731.01	408,780.04

* FY24-FY25 CFSG and grant money for skating rink in the amount of \$21,585.14

	Budget 2023/2024	Actual 2023/2024	Budget 2024/2025
WATER REVENUE			
Water Fees	247,663.09	246,348.75	229,460.19
Water Capital Fund	11,000.00	12,013.59	12,000.00
Water Penalties	-	2,796.18	-
Water Interest	-	815.80	-
Derby Reimb. Elm Str. Proj.	18,411.20	18,411.20	18,411.20
Carry over from 2023 Budget	13,174.24	-	29,762.43
Total WATER REVENUE	290,248.53	280,385.52	289,633.82

	Budget	Actual	Budget
WATER EXPENSES			
Wages	54,500.00	19,486.75	20,461.09
Clerk Treasurer Wages		18,415.75	18,415.75
Commissioners Salaries	2,500.00	2,500.00	2,500.00
Water Delinquent Coll.	-	2,439.05	-
Social Security	3,680.00	2,643.54	2,565.36
Medicare	860.00	618.23	599.96
Child Care Tax	-	-	91.03
Retirement	3,800.00	2,823.91	2,721.38
Health Insurance	9,620.00	9,841.16	10,947.84
Workman's Comp. Ins.	4,000.00	2,637.75	1,000.00
HSA	1,600.00	1,200.00	1,600.00
Clothing Allowance	250.00	276.31	250.00
Safety Clothing/Equipment	300.00	219.64	300.00
Unemployment	100.00	24.99	100.00
Postage	700.00	748.44	750.00
Office Supplies	450.00	122.40	300.00
Advertising	600.00	878.84	600.00
Office Equipment Rental	800.00	1,280.69	500.00
Telephone	700.00	915.28	900.00
Garage Insurance	1,700.00	983.66	1,700.00
Training/Mileage	700.00	414.05	500.00
Computer Training	500.00	390.92	400.00
NEMRC Support/License	1,700.00	1,808.36	1,700.00
Credit Card Services	-	58.10	360.00
Contracted Services	4,000.00	1,010.00	1,000.00
Permits/License	1,500.00	816.67	1,500.00
Property Ins. Reservoir	1,500.00	731.00	1,000.00
Equipment Purchases	-	-	500.00
Paving	1,500.00	-	1,500.00
Repair/Supplies Water Sys	9,000.00	340.00	8,000.00
Truck Repair/Parts	750.00	1,334.42	750.00
Audit Fees	2,500.00	-	3,500.00
Legal Fees	500.00	300.01	500.00
Bucket Loader	2,000.00	1,999.98	2,000.00

2021 Dodge Ram PSB	3,525.00	3,506.52	3,525.00
Capital Water Fund	11,000.00	10,787.05	11,000.00
Elm Str. Water Proj. Prin	40,877.51	39,587.16	42,103.83
Elm Str. Water Proj. Int.	6,384.16	6,182.64	5,975.39
Elm Str. Water Proj. Adm.	12,768.32	12,365.28	11,950.77
Bond Payment (Water) Int.	3,605.52	3,605.52	2,783.21
Bond Payment (Water) Prin	46,778.02	46,778.02	72,783.21
Int'l Water Company Pymt.	53,000.00	50,551.00	50,000.00
Total WATER EXPENSES	290,248.53	250,623.09	289,633.82

	Budget 2023/2024	Actual 2023/2024	Budget 2024/2025
SEWER REVENUE			
Sewer Fees	188,738.66	180,243.88	252,525.31
Sewer Capital Fund	3,500.00	3,529.26	3,500.00
Sewer Penalties	-	1,720.01	-
Sewer Interest	-	602.68	-
Carry over from 2023 budget	3,481.34		(20,102.53)
Over payment to Village of Sanstead			25,485.36
Total SEWER REVENUE	195,720.00	186,095.83	261,408.14

SEWER EXPENSES

Wages	54,500.00	15,487.75	16,262.14
Clerk Treasurer Wages		18,415.75	18,415.75
Commissioners Salaries	2,000.00	2,000.00	2,000.00
Sewer Delinquent Coll.	-	1,497.67	
Social Security	3,600.00	2,268.84	2,274.03
Medicare	840.00	530.87	531.83
Child Care Tax	-	-	80.69
Retirement	3,780.00	2,427.90	2,365.80
Health Insurance	9,620.00	9,840.80	10,947.84
Workman's Comp. Ins	4,000.00	2,637.75	2,000.00
HSA	1,600.00	1,500.00	1,200.00
Clothing Allowance	250.00	210.33	250.00
Safety Clothing/Equipment	300.00	219.66	300.00
Unemployment	100.00	25.03	100.00
Postage	700.00	748.44	750.00
Office Supplies	450.00	154.76	300.00
Advertising	600.00	234.99	600.00
Office Equipment Rental	800.00	1,147.31	1,200.00
Elec. Pumps(2) Elm/Main	2,200.00	2,197.22	2,300.00
Telephone	700.00	977.36	1,000.00
Insurance Garage & Public	2,000.00	888.00	1,500.00
Training/Mileage	700.00	-	500.00
Computer Training	500.00	292.81	350.00
NEMRC Support/License	1,700.00	1,808.36	2,000.00
Credit Card Fees	-	58.05	360.00
Contracted Services	1,000.00	4,362.92	3,000.00
Legal fees	1,000.00	299.98	1,000.00
Sewer Backup Deductible	1,000.00	-	-
Insurance Property	1,500.00	983.66	1,500.00
Equipment Purchases	2,500.00	-	2,500.00
Paving	1,000.00	-	1,500.00
Truck Repair/Parts	750.00	-	750.00
Sewer Pump	5,000.00	15,662.00	5,000.00

Permits and Fees	300.00	-	300.00
Repair & Supplies for Sew	3,500.00	1,964.15	3,500.00
Audit Fees	2,500.00	-	2,500.00
Capital Sewer Fund	3,200.00	3,211.75	3,500.00
Bucket Loader Capital Fund	2,000.00	2,000.04	2,000.00
Dodge Ram PSB 2021	3,530.00	3,506.52	3,506.52
VLG of Stanstead US Funds	76,000.00	102,272.35	78,000.00
Sewer Project 75,000.00		3,270.48	9,811.44
VT Municipal Bond Bank Principal	51,792.64		51,792.64
VT Municipal Bond Bank Interest	23,659.46		23,659.46
Total SEWER EXPENSES	271,172.10	203,103.50	261,408.14

AUDITORS' REPORT

In accordance with Section 168 of Title 24, V.S.A., we have examined the accounts and records of the Village of Derby Line, Water and Sewer Operations and Maintenance Accounts. To the best of our knowledge, the financial statements and reports show the financial activity and financial position of the Village of Derby Line, Water, & Sewer Accounts for the year ending February 29, 2024.

Robert Queenin
Keith Beadle
Charles Gross

DELINQUENT ACCOUNTS

As of February 29, 2024

F= Foreclosure

P = Payment Plan

T = Tax Sale

(Figures include penalty and interest fees)

Delinquents listed include only past due accounts:

DELINQUENT VILLAGE TAXES

<u>Name</u>	<u>Year</u>	<u>Total</u>
Dubois, Catherine	2023	533.12
Hackett, Chris	2023	247.74
Lay Whip Co.	2023	0.64
Newport Natural LLC	2023	2,102.37
Norman G. Jensen Inc.	2023	16.26
Ovitt, Tristan	2023	123.32
Queenin, John	2023	584.55
		3,608.00
Dubois, Catherine	2022	441.34
Hackett, Chris	2022	205.07
Lay Whip Co.	2022	0.48
Nelson Farms Inc.	2022	398.22
Queenin, John	2022	344.73
		1,389.84
Lay Whip Co.	2021	0.53
Queenin, John	2021	548.26
		548.79
Eryou, Denise	2020	5.74
Lay Whip Co.	2020	0.51
Queenin, John	2020	456.02
		462.27
	Total	6,008.90

DELINQUENT WATER & SEWER

	Barrup-Slater, Janet	240.89
P	Blake, Joseph & Mandigo, Judy	462.07
	Caspari, April	880.04
	Cloney, Vaughn III	1,442.13
	Corriveau, Alex	106.43
	Crogan, Cameron	119.90
	Dubois, Catherine	110.09
	Eck, Zachary	5.66
	Effrig, Mark	647.49
	Falconer, Bryan & Fields, Michaela	240.77

	Hackett, Chris	2,766.03
	Halpern, Andrew	225.18
	Jacobs, Burton Jr.	369.60
	Jones, William	837.88
	Laffoon, Bryan	19.89
	Loukes, Karl & King, Samamtha	369.60
P	Mooney, Tammy & Joseph	362.51
	Mullen, Kevin & Judy	201.15
	Nelson, Douglas	3,045.40
	Newport Natural, LLC	223.21
	Ovitt, Tristan	18.18
	Packard, Diane	347.36
	Price, Merranda	90.77
	Queenin, John	579.26
	Rabideau, Troy & Sarah	260.78
	Shatney, Tyler	200.73
	Smith, Cody	245.63
	Tabor, Gilbert Jr.	118.43
	U.S. Customs & Border Patrol	108.18
	United States of America	278.46
	Webster, Belinda	121.66
	White, Matthew	523.92
	Wood, Mark	243.10
	Woodard, Nicholas	231.90
	Wright, Damen	142.13
	Total	16,186.41

VILLAGE OF DERBY LINE, VT
CONTACT INFORMATION

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Sarah Webster, Vice-Chair of Trustees: dlvice@outlook.com

Dustin Horne, Trustee: dltrustee@outlook.com

Karen Jenne, Water Commissioner: karenjenne@hotmail.com

