



Village of Manchester, Vermont

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MINUTES

Regular Meeting

Village of Manchester Board of Trustees

Monday, February 3, 2020

4:30 p.m., at the Village of Manchester Office, 45 Union Street

In Attendance: President, Brian Knight; Trustees, Jim Lewis, Richard Moore, Nina Mooney, Bill Mariano; Treasurer/Clerk/Tax Collector, Julia Arvin; Assistant Clerk/Treasurer and Secretary, Missy Johnson

Public: Amy Chamberlain, Gary Walker, Jason Walla, Donald Brodie

President Knight asked the Trustees to sign two State of Vermont Liquor Licenses for Mulligans of Manchester and the Ekwanok.

At 4:30 pm President Knight brought the meeting order.

Trustee Mooney motioned to approve the minutes from the January Regular Meeting of the Board of Trustees. Trustee Lewis seconded the motion and all voted in favor.

The Board then reviewed a Village of Manchester Itinerant Vendor Permit for A & G Airstream, d.b.a. Amy's on the Road at 4351 Main Street, Village of Manchester. President Knight noted that he had received an email from the Administrative Officer noting his approval of the permit. Amy Chamberlain spoke about the business and its goals. Trustee Mooney asked for information on the location and the parking. Ms. Chamberlain, Jason Walla, and Gary Walker answered all questions that were posed. Trustee Moore asked about a project that had not been approved yet for the old dentist building on Route 7A. Parking and seating concerns were discussed. Trustee Moore expressed concern that the matter had not been presented to the DRB and DAC for consideration. Trustee Lewis confirmed the opening timeline. President Knight made a motion to approve the permit. Trustee Mariano seconded the motion and a majority of the Trustees voted in favor. Trustee Moore abstained.

Ms. Arvin asked if she could give Treasurer/Tax Collector Report next as she needed to leave the meeting early. She distributed the Taxes Collection Report and noted that collection was going well. She discussed two properties that were recently made current and provided a briefing on past challenges for these properties. Trustee Lewis questioned obtaining payment of the mowing and plowing bill for the old library. Ms. Arvin explained that she did not think this bill would be collected. She then provided an update on the transition to QuickBooks. She is currently ascertaining if the computer system is adequate to run the program. The on-line subscription for QB needs a "credit card" for payment and she asked for permission to open a credit account for this. Trustees asked if a debit card could be used as an alternative.

Trustee Moore and Ms. Arvin recently met with the Bank of Bennington regarding the change from Berkshire Bank to the Bank of Bennington. President Knight motioned to change banks from Berkshire Bank to The Bank of Bennington; to list the Village of Manchester Treasure as Julia Arvin and the Trustees as: Brian Knight, Jim Lewis, William Mariano, Nina Mooney and Albert Richard Moore and to specify the signers on the new Bank of Bennington account as: Julia Arvin, Melissa Johnson, William Mariano, Albert Richard Moore and Brian Knight. Trustee Mariano seconded the motion and all voted in favor. New Customer Applications were distributed to the officials designated. Trustee Lewis then asked if the BOT could revisit the \$1000 limit for checks needing two signatures. He stated that he believes the limit is too low. Ms. Arvin responded by saying she would like to review all of the financial policies as a whole. Trustee Moore explained that the Village will get a better interest rate with the Bank of Bennington (1.49%).

Ms. Arvin then mentioned that the Annual Report for Unpaid Taxes has been filed with the Village Clerk.

The Trustees then continued discussion on changing traffic flow on Franklin Avenue and Dillingham Road. It was noted that this matter was properly warned in the agenda for the meeting on February 3, 2020. It was also noted that at the end of the last meeting Trustee Lewis asked President Knight to discuss the matter with the Village Attorney. President Knight explained that the Village Attorney recommended that the plan to make the roads one-way streets necessitated a new ordinance. Trustee Mooney motioned to create an ordinance to make Franklin and Dillingham one-way streets from Seminary to West Road. Trustee Mariano seconded the motion and all voted in favor. It was mentioned that the Trustees need to write the ordinance. The timeline and the posting deadlines to adopt the ordinance were discussed. Trustee Mooney then brought up an alternate plan of a traffic signal that would bar right hand turns onto Dillingham when the light was flashing. Trustee Mooney proposed that this light could be used if there was opposition to the one-way ordinance; or, that the Village could purchase and install the signal and that the ordinance would not be needed. Trustee Mariano motioned to repeal the vote approving the ordinance for the one-way streets. Trustee Mooney seconded the motion and all voted in favor. Trustee Mooney then motioned to purchase the signal and have it installed. Trustee Lewis seconded the motion and all voted in favor. Trustee Mooney then mentioned that the signal should be flashing from 7:00 am – 8:30 am, Monday – Friday during the school year. Trustee Lewis seconded the motion and all voted in favor. Practical matters surrounding the purchase and installation of the signal, and enforcement of the traffic restriction were discussed.

Trustee Moore then provided background into his asking to be placed on the agenda for discussion on Village of Manchester officials and employees attending Board of Trustees Meetings. Trustee Moore explained that he believes that the BOT meetings would be timelier, more productive, and the Trustees would be better informed if the Village attorney, Administrative Officer and the Road Foreman were in attendance on a regular basis. He continued by noting that President Knight had said on different occasions that the reason the Village Attorney and the EO did not attend meetings is due to the additional costs incurred through their attendance. Trustee Moore continued by saying that he did not want to demean the significance of adding additional costs to the Village expenditures but that he firmly believed that the benefit gained for the residents through increased knowledge and communication would be well worth the incremental costs. President Knight provided that these individuals once attended the meetings but that the BOT decided to abandon the practice due to the added expense and that the BOT did not find the attendance of these people measurably necessary or

helpful. He continued by adding that individuals can always be brought in for a particular discussion if needed. It was also noted that having the Village Attorney attend the meetings would not be an insignificant cost. Donald Brodie provided that the Village Attorney is on a different pay scale than the previous attorney was and the current attorney is on currently on retainer. Trustee Moore then continued by adding that sharing ideas and making decisions cannot be accomplished without these people present. Trustee Mooney mentioned that it would be great to have the EO attend but did not think the Road Foreman or the Village Attorney were needed. Trustee Mariano indicated that if others were needed to attend a meeting that they could be asked to attend. No motion on this matter was deemed necessary.

Donald Brodie then provide an update on the Board of Trustees request to the Planning Commission to review the Bylaws in respect to Burr and Burton Academy and similar properties. The matter has been warned for the next Planning Commission meeting scheduled for next Wednesday, February 12th at 10:00 am. Changes of Use were discussed. A separate “school zone” was also discussed. The statute on zoning/planning and schools and its limitations was discussed.

Trustee Mariano motioned to approve the following State of Vermont Liquor Licenses: Mulligans of Manchester and the Ekwanok Country Club. Trustee Mooney seconded the motion and all voted in favor.

Updates on Outstanding Issues were:

- Seminary Avenue, West Road and Route 7A Intersection and Traffic Study; The Traffic Study provided by the BCRC was distributed and a plan to read the study and discuss at the March meeting was discussed. The cost of a roundabout project, the size and timing of a possible project were briefly discussed and the land needed were discussed. Ms. Johnson was asked to send a copy of the study to BBA on behalf of Trustee Lewis.
- Bennington County Courthouse (B. Knight & N. Mooney); nothing to report.

Trustee Moore provided an update on the demolition of the Opera House. The Development Review Board recently met with the attorney for the Equinox Resort and their engineers. He commented on the Equinox’s willingness to work with the Village. The parking spaces on the south side of Union Street in front of the Opera House and the parking area on south side of the building will be used for the project. The group is currently working on getting various state approvals for the project but they do want to begin the demolition as soon as possible. There are no current plans for the property post demolition.

President Knight provided his report which included a recent letter from Marian Haines wherein she expressed concern regarding non-Village residents serving on Village committees. Trustee Moore indicated that he had spoken to Ms. Haines and explained that anyone can serve on a Village committee.

Trustee Lewis provided his report. Trees, Inc. is in the process of working through the Tree List. Trustee Mooney indicated that she had received a comment of concern regarding the removal of the trees. Trustee Moore stated that as he understands it, the trees are the property of the home or business owner; however, the Village has a right to take the trees down if they become a public safety hazard. He questioned whether the Village had the right to care for the trees (i.e. pruning, spraying, etc.) which would mitigate the likelihood of the trees becoming a safety hazard. Trustee Lewis explained pruning is completed where necessary and is a part of the annual Tree List. Trustee Mooney questioned whether trees can be replanted. President Knight answered by

saying that when it is apparent that replacing the tree would be the right thing to do, the Village would replant. He continued by saying that overall, the goal is to keep it as clean as possible with no obstructions in the right-of-way.

Trustee Lewis provided that Alan Mowrey will be out for a bit beginning next week but that back-up is available.

The Administrative Officer's Report was submitted and reviewed by the BOT and is on file.

The meeting adjourned at 5:27 pm.

Respectfully Submitted,

Missy Johnson