



# Village of Manchester, Vermont

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## DRAFT MINUTES

### Regular Meeting

Village of Manchester Board of Trustees

Monday, April 2, 2018

4:30 p.m., at the Village Offices, 45 Union Street

**In Attendance:** President, Brian Knight; Trustees: Jim Lewis, Tom Deck, Bill Mariano & Andrea Ross (via phone); Clerk/Treasurer and Tax Collector, Julia Arvin; Assistant Clerk/Assistant Treasurer and Secretary, Missy Bell-Johnson

**Public:** Donald Brodie, Marian Haines, Richard Moore, Anthony MacLaurin

President Knight brought the meeting to order at 4:30 pm.

President Knight and Ms. Arvin mentioned two separate changes to be made to the draft minutes from the March, 2018 Regular Meeting of the Board of Trustees. Trustee Lewis motioned to approve the minutes as amended. Trustee Ross seconded the motion and all voted in favor.

Trustee Lewis opened the revised 2018 tree bids. Three requests were sent out and three bids were received. Quotes are as follows:

Joe Blair Tree Care	\$6,000.00,
Trees, Inc.	\$6,600.00,
Vallencourt	\$12,250.00.

The 2017/18 Budget provides \$7,000.00 for tree expenses and \$600.00 has been spent to date. Trustee Deck motioned to grant the bid to Joe Blair Tree Care. Trustee Mariano seconded the motion and all voted in favor.

President Knight advised the trustees that we are now in budget season and asked the trustees to identify the critical “must have” items, projects we would “like” to do and, a “dream list”. It is likely the critical list will cost more than what we would like to spend for the year.

**Jim Lewis provided the road and tree report. The final salt numbers are in. We are over budget for the year by \$10,510.24. The road signs budgeted for this year have been put on hold to help curtail the effects of the salt purchases.**

**The winter road signs have been taken down.**

**A state grant application will be completed within the next two weeks for paving the lower portion of River Road. There is no guarantee the Village will receive the grant. Ms. Arvin asked that those involved with the grant application be mindful of the budget as the grant, if provided, will not cover 100% of the project.**

**President Knight and everyone attending expressed their appreciation for the road crew's efforts over the winter. The Village is very fortunate to have such qualified and dedicated employees.**

**Three homes in the Village are having their house numbers/E911 locations changed because errors were made in their issuance. The owners of those properties have been notified and asked to put up new identification signs as soon as possible.**

**Julia Arvin provided the treasurer/tax collector report and assessed the salt overage. Due to back taxes collected recently and the fact that we may be coming in under budget in other areas, the overall budget may be fairly flat.**

**Notifications continue to go out routinely to those who are behind in their taxes.**

**Due to a scheduling conflict, it is necessary to get the deadlines and budget meeting scheduled as soon possible in order to get the annual report out in time. Once completed, the schedule will be emailed to the trustees who are urged to participate in the budget process and calendar meetings and other deadlines accordingly.**

**The Zoning Report was discussed. The next meeting of the Development Review Board is scheduled for April 11, 2018. Some construction projects are pending.**

**As there was no other business, Trustee Lewis motioned to go into executive session to discuss personnel matters, Trustee Ross seconded the motion and all voted in favor.**

**The executive session started at 4:53 pm. At 5:06 pm the trustees came out of executive session. Trustee Lewis motioned to provide the road crew with a wage bonus. Trustee Mariano seconded the motion and all voted in favor.**

**The meeting ended at 5:09 pm.**