



Village of Manchester, Vermont

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DRAFT MINUTES

Regular Meeting

Village of Manchester Board of Trustees

Monday, May 7, 2018

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

In Attendance: President, Brian Knight, Trustees: Jim Lewis, Tom Deck, Bill Mariano, Clerk/Treasurer and Tax Collector, Julia Arvin, Assistant Clerk/Treasurer and Secretary, Missy Bell-Johnson

Absent: Trustee, Andrea Ross

Public: Donald Brodie, Richard Moore, Anthony MacLaurin, Marian Hains,

President Knight opened the meeting at 4:32 pm. Jim Lewis motioned to approve the minutes of the April 2, 2018 meeting. Bill Mariano seconded the motion and all voted in favor.

Bill Mariano motioned to approve the Curb Cut Application for Herrmann Construction, Inc. as part of the water main project, Jim Lewis seconded the motion and all voted in favor.

President Knight requested that the road crew be featured on this year's annual report as they performed so well over the long and tough winter. All approved.

1. Reports:

- a. **Roads and Trees (J. Lewis):** The road crew is involved in the ongoing water project and completing spring cleaning. There was a recent budget meeting for road and tree expenses. Allan Mowrey provided estimates for proposed budget items. Budget planning can now move into the next phase. Some of the projects were discussed. Copies of the plans for the Union Street/island project were distributed to the public for review. Questions were posed and answered.
- b. **Treasurer/Tax Collector (J. Arvin):** The updated tax report was distributed. There are very few taxes not collected. Only 9 properties have not been collected from this past year. Mr. Knight questioned what could be done about the taxes for the one property that is 4 years behind. Ms. Arvin explained her process and posed the possibility of listing names of property owners who are delinquent in their property taxes in the Annual Report. Monthly notices are going out and interest is accruing.

Regarding the budget: We are waiting for April figures. For the most part things are fairly flat. We still have not yet received the final road, street and lighting reimbursement payment from the Town of Manchester.

In the future, an accounting of the Heavy Equipment Fund, by piece of equipment, will be provided to the BOT on a monthly basis.

A list of potential dates for 3 budget meetings was distributed to the BOT. The budget and other deadlines pertaining to the annual report were discussed.

- c. Administrative Officer (E. Scott) – Written Zoning Report was received and reviewed and is on file.

Other/New Business:

A letter written by Donald Brodie was received by the Board and it was determined that he is officially recommending that the Village Trustees solicit assistance in the form of a PILOT from some Village entities currently exempt from paying property taxes.

Mr. Brodie commented that the Design Advisory Committee recommended, and the Design Review Board recently approved the first roof top solar panels in the Village. He described the unit and mentioned that others will likely install similar units in the future. Mr. Knight mentioned that the approval of the solar panels was consistent with state regulations and mentioned that this approval raises a question about the level of input the committees will have in this area in future.

President Knight encouraged progress on the bylaw revisions and asked that the Design Review Board consider some special meetings. Mr. Brodie responded by saying that a work session has been scheduled for May 30th.

An initiation was received from the Bennington County Regional Commission to attend the annual dinner and meeting. All of the trustees were invited. It was mentioned that Eric Scott will be attending the event.

Mr. Mariano mentioned that he was in receipt of a letter from BBA indicating the school's willingness to provide volunteers through the community service program to paint the fire shed. The project will be well supervised. Mr. Knight explained that there will be some minor/incidental expenses involved with this project.

At 5:05 pm Trustee Mariano motioned to go into executive session to discuss personnel matters. Trustee Lewis seconded the motion and all voted in favor.

At 5:35 pm the trustee came out of executive session and the meeting ended.

The next regular meeting of the Village of Manchester Board of Trustees is scheduled for June 4, 2018.