



# Village of Manchester, Vermont

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## Draft Minutes

### **Regular Meeting**

**Village of Manchester Board of Trustees**

**Monday, June 4, 2018**

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

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

**Absent:** Tom Deck and Andrea Ross

**Public:** Richard Moore, Donald Brodie, Marion Haines, Brian Maggiano, Tim  
Piper

**President Knight brought the meeting to order at 4:32 pm.**

**Trustee Mariano motioned to approve the minutes from the last Regular Meeting of the Village of Manchester Board of Trustees held on May 7, 2018. Trustee Lewis seconded the motion and all voted in favor.**

**Trustee Lewis gave a briefing on the two Curb Cut Applications before the board. Both are related to the Town of Manchester water project. Alan Mowrey was consulted prior to the meeting and had no objection to either application. Trustee Lewis motioned to approve the Curb Cut Application for 279 West Road. Trustee Mariano seconded the motion and all voted in favor. Trustee Lewis then motioned to approve the Curb Cut Application for 57 Seminary Avenue. Trustee Mariano seconded the motion and all voted in favor.**

**Ms. Arvin thanked the trustees who came to the budget meetings and handed out the proposed budget for fiscal year 2018-19. She then explained the budget review process and mentioned two minor changes to the budget made since the last work session.**

**The upcoming property tax bills were discussed. There is a proposed increase in Village taxes this year. The exact amount of increase will be forthcoming when the grand list is obtained from the Town of Manchester. Questions were posed and answered by Ms. Arvin and President Knight.**

**Trustee Mariano motioned to approve the presented budget, with adjustments made for pending figures, for final approval at the upcoming Annual Meeting to be held on July 9, 2018. Trustee Lewis second the motion and all voted in favor.**

The Trustees then reviewed a liquor license application for 3967 Main Street. There were no concerns raised by the public. Trustee Lewis motioned to approve the liquor license. Trustee Mariano seconded the motion and all voted in favor.

President Knight discussed the status of the water main project.

The next Regular Meeting of the Board of Trustees is scheduled for July 2, 2018. On the agenda will be discussion on re-election and appointments.

Trustee Lewis provided the Roads and Trees Report. The curbing project starts near Orvis next week. The traffic island project in front of the Equinox will begin next month.

Ms. Arvin mentioned that year end numbers were right on despite being over on labor and salt. President Knight commended Ms. Arvin for her work. A new report on the breakdown of the Heavy Equipment Fund was distributed and explained. President Knight explained the difficulty in estimating the replacement costs of the equipment but stressed the need to be proactive as possible with the sinking fund.

Ms. Arvin continued with an update on pending Village property taxes and explained how the Village relies on the Town of Manchester to provide the Grand List so that the tax rate can be published in the Annual Report and approved at the Annual Meeting. Unfortunately, there are tax grievances still pending and Ms. Arvin was notified by the Town that we may not have the Grand List until the grievances are heard. The possibility of not having the tax rate available at the annual meeting was discussed. Ms. Arvin was directed by the Trustees to obtain an opinion from Village Counsel.

Ms. Arvin then provided an update on foreclosure and bankruptcy developments pertaining to the old library building.

Eric Scott provided a written Zoning Report which is on file at the Village of Manchester Offices.

In other business, Bill Mariano mentioned the great job the volunteer students at BBA did on the Village Fire House. The Town of Manchester firefighters are planning to volunteer to finish the project.

As there was no further business before the board, Trustee Lewis motioned to end the meeting. Trustee Mariano seconded the motion and all voted in favor. The meeting ended at 5:37 pm.

The next Regular Meeting of the Board of Trustees will be held on July 2, 2018.

Respectfully Submitted,

Missy Bell-Johnson  
Secretary