



Village of Manchester, Vermont

Minutes of a Regular Meeting of the Planning Commission Held on the 19th day of September, 2017

Members Present: Chair Nina Mooney, Donald Brodie, Consie West, Marian Haines

Member(s) Absent: Al Michaels, Anthony MacLaurin, Renee Waller

Others Present: Tom Deck, Board of Trustee Representative, Eric Scott, Administrative Officer and PC Clerk

Member Donald Brodie, most senior Commissioner present called the meeting to order at 9:30 A.M. and welcomed the Planning Commission's newest member, Marian Haines.

Minutes:

The minutes of the meeting of February 02, 2017, could not be approved due to the lack a quorum of members that attended the February 02 meeting. Approval of the minutes was tabled.

Business:

Organize (Chair and Clerk)

Mr. Brodie asked for nominations for the Chair. Mr. Brodie nominated Marian Haines who declined citing her lack of experience with the Planning Commission. There was no second. Member Brodie nominated Member Mooney, Member West second the nomination. Member Brodie moved to closed nominations, Member Mooney second the motion and the motion to close nominations passed unanimously. The vote on the nomination of Member Mooney was unanimous, in favor. Member Brodie handed the gavel newly elected Chair Mooney.

Chair Mooney appointed Eric Scott as the Planning Commission Clerk.

Consider recommending to the BOT re-appointing the current Administrative Officer

Member West moved that the Planning Commission recommend to the Board of Trustees that Eric Scott be re-appointed to the position of Village Administrative Officer. Member Brodie seconded the motion and the motion passed unanimously.

Consider directing the Village's Development Review Board (DRB) to prepare amendments to the Village Bylaws

Chair Mooney moved that the Planning Commission direct the Development Review Board (DRB) to prepare revisions and/or amendments to the Village Bylaws for the Planning Commission. Member West seconded the motion and the motion passed unanimously.

Consider directing the Administrative Officer to apply for Village Center Designation per the Plan of Development

Eric Scott, Planning Commission Clerk briefly explained the benefits of entering into the Village Center Designation Program and reminded the members that was a "to-do item" in the recently completed *Plan of Development*. Member Brodie moved that the Planning Commission requests that the Board of Trustees approve a resolution authorizing an application to the

Vermont Village Center Designation Program. Chair Mooney seconded the motion and the motion passed unanimously.

The following three topics were discussed briefly by the members as issues of concern from the BOT.

Noise

It was unclear to the members what the noise problem was as no complaint had been received by the Village office. From the members there were reports of early morning excavation(s) and mowing on Sundays. Member Brodie stated that the Village had experts study the noise issues in the River Road/River Bend area and reported to the Village that a noise ordinance was a can-of-worms and almost impossible to monitor. Scott noted that the DRB will be discussing contractor work hours during the Bylaw revisions. A consensus of the members felt that any effort to control noise beyond zoning and contractors should be in the ordinances.

Trees

Scott explained how the Village currently processed tree removals. There is no Village tree replacement program. The Bylaws require a permit to remove a live tree from a front yard and trees in the Village ROW are the responsibility of the Tree Warden, a Trustee. Each year the Village allocates funds to remove trees in the ROW. Member Haines and Chair Mooney spoke of the aging maples along Main Street. A consensus of the members felt that any change to the current tree removal practices would have to be addressed during budget negotiations.

Short term rentals

A short discussion ensued regarding this topic. It was noted that the BOT had held a listening session on the topic earlier in the summer. There was a consensus of the members that further discussion should continue, but within the scope of reviewing the Bylaws by the DRB.

There being no further business to come before the Commission, the meeting was adjourned by the Chair at 10:28 A.M.