

DRAFT Minutes of the Annual Meeting
Of the Village of Manchester

July 10, 2017, 7:00 p.m., Courthouse

Present: President Brian Knight, Trustees: Jim Lewis, Tom Deck, and Bill Mariano; Clerk/Treasurer/Tax Collector Julia Arvin, Village Accountant Ron Smith, Administrative Officer Eric Scott and Secretary/Assistant Clerk, Treasurer & Tax Collector Missy Bell-Johnson

Absent: Trustee Andrea Ross, Village Attorney Rob Woolmington

President Knight called the meeting to order at 7:00 p.m. and welcomed the 20 or so residents, taxpayers and Village officials present to the Village of Manchester 74th Annual Meeting. Mr. Knight then introduced his fellow board members and Village staff, and Village Accountant. President Knight then introduced Donald Brodie and Craig Powers and spoke of the Design Review Board, Planning Commission and Design Advisory Committee achievements over the last year. He also thanked the other members of the Development Review Board, Planning Commission and Design Review Board and spoke of how much volunteer work in the Village is appreciated by the Board of Trustees and everyone who lives in the Village. He then spoke of Julia Arvin's responsibilities as Clerk/Treasurer and Tax Collector and thanked her for her work over the past year. He continued by thanking Karen Walla, who stepped down from her position as Chair of the Planning Commission earlier this year, for the excellent job she did in steering her commission in updating the Village Plan of Development. Charlie Pufahl, who was present at the meeting and the other auditors were also thanked for their volunteerism. President Knight went on to mention volunteer positions that are currently open on various commissions and boards. He also provided insight into some topics of interest in the Village over the past year including: a summary of a recent forum on home rentals in the Village.

President Knight moved on to the Articles under the Warning:

ARTICLE 1: To hear and act upon the reports of the Village Officers and the Chair of the Development Review Board and Planning Commission.

Bob Cowles motioned to accept the reports as written and Charles Pufahl seconded the motion and so voted.

ARTICLE 2: To vote a specific sum of money to defray the expenses of the Village for the ensuing year, plus voted appropriations.

President Knight informed the audience that the majority of the budget was dedicated to roads, street lights and salt and that some of these costs are contingent on the weather. He also mentioned projects that would be taking place on Route 7A and the plan to reconfigure the traffic island at Route 7A and Union Street that will coincide with the State's project in the area next year. Mr. Knight then went on to talk about the River Road rock wall maintenance and he explained the Heavy Equipment fund and the Village plan to replace highway equipment at the correct time. The town replacement of the water main was also mentioned. Julia Arvin provided an update on the Manchester Police Departments efforts in the Village over the past year and the plan to purchase street warning signs which will defray the cost of having officers on duty.

Mr. Cowles questioned whether the Village received any compensation from traffic tickets written in the Village and President Knight responded in the affirmative. John DiBlasio questioned the effectiveness of the street warning signs and President Knight and Julia Arvin addressed his concern.

Craig Powers motioned to approve the budget as presented. Keld Alstrup seconded the motion and so voted.

ARTICLE 3: Julia Arvin moved to set the date that 2017/18 property taxes are due and payable as September 15, 2017 and to impose a penalty of 8% for delinquencies, and to charge the maximum state statutory rate of interest of 1% per month on all delinquent taxes for the first three months and 1 ½% per month thereafter. Taxes will be due by 5:00 p.m. on September 15, 2017 (the due date); postmarks on mailed payments will not be considered as timely payment of taxes.

Tom Deck seconded the motion and so voted.

ARTICLE 4: Julia Arvin moved to authorize the Trustees to borrow in anticipation of taxes such sums as are necessary to finance the affairs of the Village.

A question was raised regarding the necessity of this Article. Julia Arvin explained the difference in tax year and fiscal year end and the possibility of the need to borrow during the interim period.

Bob Cowles asked about the possibility of changing the dates in order to alleviate the need to borrow. President Knight responded by saying that the Trustees were bound by the Village Charter and that in order to change the Charter the Village would need to petition the state legislature.

Aileen Aberth questioned the amount of interest the Village would pay on a potential loan. Julia Arvin explained that in the past, for instance, if the Village borrowed approximately \$30,000.00 for 30 days, interest was about at 1.5%. She also mentioned that there had been no need to borrow for several years.

Bob Cowles then mentioned the amount of unpaid taxes and asked how many properties were involved and how many years it had been since the taxes had been paid on these properties. Julia Arvin explained that last year 7 properties had not paid Village taxes, in 2015/16 there were also 7 properties that did not pay, in 2014/15 4 properties have not paid, in 2013/14 two properties are outstanding and 2012/13 one property had not paid. She went on to explain the monthly notices are sent and the Village works with the Town of Manchester on back taxes as the tendency is for these property owners to not pay either the Village or the Town taxes. She noted that the unpaid taxes stay with the property so eventually the Village will be paid.

Craig Powers seconded the motion and so voted.

ARTICLE 5: President Knight proposed the following slate of officers for the ensuing year:

President (one-year term) – Brian Knight

Trustee (two year term) – Tom Deck

Trustee (two-year term) – Bill Mariano

Auditors (one year term): Charles Pufahl
Ariel Rudiakov
Amy Swinarton

Clerk/Treasurer/Tax Collector (one year term): Julia Arvin

President Knight asked if there were any nominations from the floor. There being none, Mr. Knight motioned to close nominations and for the Clerk to cast one ballot for the slate as nominated and seconded. Tom Deck seconded the motion and so voted.

ARTICLE 6: To transact any other business that may properly come before the meeting.

Marion Mueller raised a concern regarding the list of Village officers. She noticed that many people are on more than one board. Brian Knight responded by explaining that Tom Deck and Andrea Ross are non-voting members of the Design Review Board and the Planning Commission and that they serve in these roles as liaisons to facilitate communication between the boards and the trustees. He went on to say that serving on more than one board is basically due to the level of the community's interest in volunteering. While it appears that more people are interested in being involved, the trustees still struggle to find appointees. Ms. Mueller went on to voice her disapproval of having people serve on more than one committee. Tom Deck explained the high level of challenge to find people willing to commit to serve and that the chairpersons on the various committees do the best they can.

Marion Haines suggested noting the non-voting status of the trustee liaisons in the Annual Report.

John DiBlasio questioned the need to have the number of people on each committee. Brian Knight spoke about the need for a quorum.

Marion Mueller mentioned that she did not see the warning of the annual meeting in the newspaper. Brian Knight mentioned that the warning for the annual meeting was placed in compliance with the state law and the Village Charter. A warning of the special meeting to be held post Annual Meeting was printed in the Manchester Journal as required by Village precedent.

Marion Haines suggested that lists of meetings should be published in the newspaper and that she had coordinated this request with the editor of the Manchester Journal.

Tom Deck commented on the commendable quality of the questions voice by the tax payers.

Keld Alstrup questioned the status of the Opera House. Roger Aberth answered his question by saying the Equinox owned the building and spoke of the need to take the building down. The interior has been shored up to prevent its collapse. The hotel is working with the Historical Society on a plan for the property.

There being no further comments or questions, Craig Powers motioned to end the meeting. Marion Mueller second seconded and so voted. President Knight thank everyone for their attendance.

Marion Haines thanked the people who volunteer to serve on the various boards and committees in the Village and said: "it was a labor of love."

The meeting ended at 7:58 p.m.

All officials present at the meeting and newly appointed were then sworn in by the Village Secretary, Missy Bell-Johnson