

**Village OF Manchester**  
**Board of Trustees**  
**Regular Meeting: December 6, 2021, 4:30 pm**  
**Village of Manchester, Courthouse, 45 Union Street, Manchester**

Present: President Orland Campbell; Trustees: Jim Lewis, Bill Mariano, Nina Mooney, Brian Maggiotto; Clerk/Treasurer and Tax Collector Donald Brodie; an, Assistant Clerk/Treasurer and Office Administrator Missy Johnson

Public: Keld Alstrup, Anthony MacLauren, Christine Miles, Everton Brownie

**MINUTES**

President Campbell opened the meeting at 4:32 pm.

Trustee Lewis moved to approve the minutes from the November 1, 2021 meeting. Trustee Mariano seconded the motion and all voted in favor.

Ms. Johnson provided a brief update on reports. She mentioned that the bill for the first 3 road salt deliveries had been paid and asked the trustees if they wished to continue to receive reports on road salt purchases this coming season.

President Campbell distributed information on two curb cuts for consideration:

- The Miles curb cut at 4039 Main Street was reviewed. Questions regarding the placement of the new driveway were answered. Trustee Lewis moved to approve the curb cut at this location. Trustee Mooney seconded the motion and all voted in favor.
- The Redmond curb cut was discussed and it was mentioned that this curb cut was part of an already approved zoning application for construction at this site. Trustee Mooney moved to approve the curb cut. Trustee Mariano seconded the motion and all voted in favor.

An Iterant Vendor Permit was reviewed for a Jamaican cuisine food truck to be located at the Orvis Flagship store at 4200 Main Street. The dates of December 15 - June 15<sup>th</sup> were confirmed by the chef/owner as was the location where the truck would be parked. Questions were asked and answered regarding a sign for the truck. Mr. Brodie mentioned that the DRB had approved the placement of Amy's on the Road prior to BOT approval. Trustee Mariano moved to approve the permit. Trustee Maggiotto seconded the motion and all voted in favor.

A request for road closure by Rain or Shine Tent Company was considered. It was noted that the location of closure was incorrect on the meeting agenda. The site requested is on Prospect Street, and not Taconic as mentioned. It was generally agreed by the trustees that this request could not be granted as presented. Ms. Johnson was asked to notify Rain or Shine about the decision.

An update on previously voiced noise concerns was provided by President Campbell. Continued concerns were mentioned by Keld Alstrup. A newly added wedding venue on River Road was mentioned. President Campbell discussed work being done on a noise ordinance. Short term property rentals were also discussed. Concern regarding enforcement of any new ordinance was mentioned.

The Energy Plan hearing was recapped. The need for a special meeting of the BOT to discuss and potentially approve the plan was agreed to. It was also agreed that this meeting would take place after the holidays.

President Campbell mentioned that the zoning administrative officer position would be posted soon and he asked the trustees to approve him as temporary AO. Trustee Maggiotto made the motion and Trustee Mooney seconded the motion. All voted in favor. Mr. Brodie then mentioned the possibility of Christmas bonuses for the staff and/or bonuses using ARPA funds for those staff members who worked through the first waive of Covid. It appeared that additional information was needed before the board could vote this topic.

Discussion took place regarding the ongoing matter of traffic issues around Burr and Burton Academy. President Campbell mentioned that he had spoken to the headmaster and that they had discussed an idea that may alleviate some of the problems. He mentioned that he had not discussed anything new with the Chief of Police yet. Trustee Mooney mentioned closing access to the lower parking lot from Franklin Ave. Trustee Maggiotto asked to revisit the idea of the dips on Franklin again although the noise would be a concern. President Campbell mentioned his desire to see someone directing and monitoring traffic in this area during busy times of day. It was generally agreed that the Village should look into a traffic study for this area and budget for it next year. Trustee Mooney reiterated that the traffic in the area was only going to get worse as the school continues to grow. Trustee Lewis mentioned that dips could be installed and that this had previously been approved by the BOT but that the project would need to take place in the spring. Having a Village representative beginning the conversation with BCRC regarding obtaining a professional to complete a traffic study was agreed to.

Tree Warden Lewis provided an update on the 4 trees that were recently planted around the Village and noted they looked spectacular. He thanked trustee Mooney for her work on this project. It was verified that all of the trees were planted in the right-of-way and not on private property.

Road Commissioner Lewis mentioned that a new road crew person had been hired and asked all to welcome him. Scott Stannard started working on November 29<sup>th</sup> and already has one storm under his belt.

Mr. Brodie provided an updated property tax report. There are about 20 properties outstanding with payments continuing to come in. Further options for ARPA funds were mentioned including partnering with the town on expanding town water lines in the Village. A recent discussion with the Town of Manchester finance director was recapped. A change in the formula for the yearly Road and Sidewalk payment was reiterated. Interest in viewing the current formula was expressed by some of the trustees. Obtaining additional information on potential changes to this arrangement with the town was deemed necessary.

Trustee Lewis mentioned that he had spoken to Fidelity regarding the Village investment account. Mr. Brodie mentioned that he had recently sent paperwork Fidelity had requested.

Anthony MacLauren discussed a plan to increase interest in Village meetings by working toward 3 goals:

1. Establishing a list of registered voters and property owners' email addresses. Those interested would be provided with email updates on upcoming meetings and agendas.

2. Important matters being considered could be advertised by sending more formal letters to registered voters/property owners.
3. Sandwich signs posted near the road at different locations in the Village on meeting days could help remind those interested that meetings are happening. One sign could be placed near the courthouse with another at the post office.

A plan to voluntarily obtain email addresses from property owners was proposed. President Campbell mentioned that the Village was limited in availability to work on such a project due to the number of office staff and expressed concern about managing such a plan. Mr. MacLauren responded by saying he would handle the placement of the signs and hire someone to create the email list. Ms. Johnson was asked about the current email list and she reiterated that state law mandated notification of meetings to those who ask to be notified. It was mentioned that it would not take much work to send meeting notifications to those on this list once the email list was created. Ms. Johnson was asked to obtain an updated voter registration list. Discussion ensued with most of the trustees showing support for this plan. No vote was taken.

Keld Alstrup mentioned that apathy from the public was something shared with all towns in Vermont. He asked if ARPA funds could be used to repair the rock wall on River Road. He reiterated that he had brought up the condition and the repair of the rock wall at the last 3 Village of Manchester Annual Meetings and that he would continue to do so until an answer was provided by the BOT. It was mentioned that when trustees were serving on the BOT who lived in that area, that the wall was well maintained. The cost of maintaining the walls was mentioned. President Campbell mentioned that he had started a search to determine if the ownership of the River Road Rock Walls was transferred to the Village, but that a more in-depth search should be completed.

There being no further business before the board, Trustee Lewis moved to adjourn the meeting. Trustee Mariano seconded the motion and all voted in favor. The meeting ended at 5:44 pm.

The next Regular Meeting of the Village of Manchester Board of Trustees is currently scheduled for January 3, 2022.

Respectfully Submitted,

Missy Johnson  
Office Administrator