



July 7th, 2025

Members Present: Tom Deck (Chair), Anthony MacLaurin, Jim Lewis, Scott Swinarton, Nina Mooney

Members Absent:

Others Present: Curan VanDerWielen (Interim Village Manager), Sarah McClintock (Village Treasurer), Donald Brodie (Village Clerk), Terry Findeisen (Zoning Administrative Officer)

Call to Order: 4:30 PM by Deck.

1. Approval of the Agenda

Motion: To approve the agenda, with an additional item to vote on appointing Terry Findeisen as Village Short-Term Rental Officer.

Motion made by Deck. Motion seconded by Mooney.

Motion approved, unanimously.

2. Approval of the Draft Minutes

Motion: To approved of the draft minutes for the regular June meeting, as posted.

Motion made by MacLaurin. Motion seconded by Deck.

Motion approved, unanimously.

3. Monthly Reports

a. Road Commissioner

Lewis reported on recent work performed by the Highways Department, noting the placement of the new marble rock in front of the Equinox Junior shops. Mooney and Swinarton suggested either placing in or chiseling wording into the rock, such as "Manchester, VT" or something similar. MacLaurin raised concern about the entering and exiting signs for Village, noting their incorrect placement and state of disrepair they existed in. A discussion on replacing the signs with carved marble was also had, with Swinarton stating that he could distributed photos of marble rocks which could be used for such a purpose.

b. Tree Warden

Mooney raised concern about the road work in front of the Equinox Junior shops, asking if the handicap ramp was being moved. Swinarton confirmed that it was his understanding it would be moved. Mooney also asked about the timeline for the removal of the two ash trees in that area. Lewis stated that they could be taken down in the Fall, or earlier, if necessary. Types of trees to replace were discussed briefly, as were the status of several species on whether they were considered invasive. It was decided that



further research and pricing to replace the two ash trees would be determined for the next meeting.

c. **Village Manager**

VanDerWielen reported on recent items associated with Village administration, including the onboarding of the new Village ZAO, Findeisen, various IT improvements made recently, additional work related to correcting financial reports, and several personnel items.

d. **Zoning Administrator**

VanDerWielen reported on activity related to the Zoning Office, the largest project of which has been the Bylaw Modernization Project. The Planning Commission had recently landed on a final draft of the text and would have a copy ready for the Board within the month. The intent of the Commission was to hold an informal presentation for the Board at their August meeting, proceed with their public hearing on the matter later that month, and then move the matter to the Board for a public hearing in September. Mooney asked for clarification on the statutory review process. VanDerWielen offered a clarification on the timing of the public hearing. MacLaurin asked for a summary document. VanDerWielen agreed that he could prepare a summary of changes for the Board ahead of their August meeting.

e. **Treasurer & Tax Collector**

McClintock presented the financial reports for the month and noted that no changes were being made to the Village's investment accounts based on an Investment Committee meeting, earlier that afternoon. McClintock also discussed the actual cash position for operations, noting a healthy outlook given the amount of available cash and the shortened gap between now and when tax receipts would start coming in. Swinarton asked a clarifying question about available cash and whether all had been earmarked for specific uses. VanDerWielen explained that all available cash was earmarked for specific purposes per the draft annual budget.

f. **Clerk**

Brodie reminded the Board of the upcoming Annual Meeting scheduled for the 14th. A short discussion ensued regarding the holding of the annual meeting.

4. **Review of Annual Special Events Permit Applications**

a. **Taconic Hotel**

Brodie noted that he had heard several complaints about recent fireworks at the Ekwanok Country Club, and recommended that the Trustees get to see the approval from the local fire department well in ahead of time for future filings. VanDerWielen suggested that a condition set in future permits could set a 30 day minimum for advance notice.



VanDerWielen noted that the permit submission was complete with the exception of the permit fee, which he recommended conditioning approval on receipt of. Deck asked specifically what the Hotel was looking to permit. VanDerWielen responded that their concern was noise related to guests on outdoor porches and terraces past 10:00pm. Swinarton asked why the permit was being filed much later than others. VanDerWielen responded that he was unsure but based on an anecdote from the applicant, it sounded like there was an internal miscommunication at the Hotel about filing it earlier in the year.

Motion: To approve the permit application with the condition that permit fee be received before issuance.

Motion made by Swinarton. Motion seconded by MacLaurin.

Motion approved, unanimously.

Swinarton asked about the status of the Wilburton Inn noise study and whether any new noise complaints had been filed. VanDerWielen noted that he had been in contact with Tajlei Levis about the noise item but that he had only received one noise complaint within the past month. VanDerWielen noted that he would work with Levis to begin work on studying the noise, later in the month.

5. Vote on Appointment of New Short-Term Rental Officer

Deck commented on how excited he was to have new staff in the office, including Findeisen and the newer Road Specialist, Dan Marchegiani. Deck then noted the need to appoint Findeisen as the new Short-Term Rental Officer.

Motion: To appoint Terry Findeisen the new Short-Term Rental Officer

Motion made by Deck. Motion seconded by Lewis.

Motion approved, unanimously.

6. Public Comments

No public comments were raised.

New Business:

No new business was raised.

Old Business:

No old business was discussed.

Motion: To enter Executive Session to discuss Pending or Probable Civil Litigation (5:04pm).

Motion made by Deck. Motion seconded by Lewis.

Motion approved, unanimously.



Motion: To exit Executive Session to discuss Pending or Probable Civil Litigation (6:03pm).

Motion made by Lewis. Motion seconded by Mooney.

Motion approved, unanimously.

Adjournment: 6:04 PM.

Motion: To adjourn.

Motion made by Lewis. Motion seconded by Mooney.

Motion approved, unanimously.

The next regular meeting of the Board of Trustees will be held at 4:30 PM on Monday, July 7th, 2025.

Respectfully submitted,

Curan VanDerWielen
Village Manager