



September 8th, 2025

Members Present: Nina Mooney (Chairing), Anthony MacLaurin, Scott Swinarton, Jim Lewis

Members Absent:

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

Call to Order: 4:45 PM by Mooney.

1. Approval of the Agenda

Motion: To approve the agenda, as posted.

Motion made by Mooney. Motion seconded by MacLaurin.

Motion approved, unanimously.

2. Approval of the Draft Minutes

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

Motion made by Mooney. Motion seconded by MacLaurin

Motion approved, unanimously.

3. Monthly Reports

a. Road Commissioner

Lewis deferred his time to VanDerWielen given his recent absence from Village business. VanDerWielen reported that Alan Mowrey was planning to perform additional crosswalk stripe painting work and the striping of Ways Lane soon, that he was looking to purchase a trailer for the line striper, and that his office had recently received the final pricing for a CAT flail mower attachment as discussed in the August meeting, noting that it would cost \$16,250.00. VanDerWielen stated that if the Board acceded, he was ready to proceed with the purchase agreement. Swinarton asked if a separate Board approval was necessary. VanDerWielen responded that they could, but it was not necessary, adding that the financial check for such a purpose was a dual review and signature on a warrant for the purchase once processed.

b. Tree Warden

VanDerWielen elaborated on the progress of the removal and replacement of a tree outside of the Miner Cottage at 3519 Main Street, noting that the property owner had agreed to remove and replace the tree without cost to the Village and with the Village determining the type and placement of the replacement. VanDerWielen added that Tom Deck and himself had recently authorized the property owner to remove the tree on the written understanding that the owner would replace the tree with up to three 5" caliper



trees of a type and placement to be determined by the Village, when discussed. VanDerWielen recommended setting up a meeting with the property owner later in the month to discuss the replacements.

Mooney asked why 5" caliper was chosen, adding that she believed the choice was unacceptably small as a replacement. Lewis agreed with Mooney, adding that he thought the agreement would require two 8" replacements. VanDerWielen noted that he believed that's why a more in-depth conversation about the replacements were warranted, as it was clear several detail still needed to be defined. VanDerWielen added that there was a concern about the health of a larger planting given the required size of its root ball and the dryness of the current climate.

MacLaurin noted that he had recently spoken with the property owner and found him very open to working with Village on details. Mooney stated that she believed that the smaller trees would have no positive impact on the streetscape and that she preferred a single 8" or larger replacement, instead. Findeisen stated that she understood that small caliper plantings would adapt better to its surroundings and that the larger root ball of a larger caliper could result in challenges. Mooney stated that the Village had planted 8"+ caliper trees in the recent past and that they had grown healthily. It was resolved to hold a follow-up meeting with the property owner and several stakeholders in order to clarify the nature of the replacement(s).

MacLaurin asked for an update on the replacement of the ash trees recently removed in front of the Equinox Junior Shops. VanDerWielen noted that Lewis and himself were working to specify which trees were to be placed there before Lewis took medical leave, but that nothing had been decided at this time. The original idea was to place Bradford Pears, which were now considered invasive species, and as such, a different type needed to be planted. It was resolved that that type would be determined by Lewis before plantings were made.

c. Village Manager

VanDerWielen provided updates on the submittal for a grant for the repair of the firehouse, ongoing tax collection, ongoing cleanup regarding the accounting records, identifying funding and assistance mechanisms for the development of a new tree inventory, and work to identify funding and/or assistance in updating the Village's now lapsed Local Hazard Mitigation Plan (LHMP). On the last point, VanDerWielen expanded that federal grant programs for such an update had recently been eliminated, meaning that unless funding was restored or an alternative mechanism became available, Village would need to pay for the technical assistance required to update an LHMP.

d. Zoning Administrator

Findeisen updated the Board on the fourteen permits issued by her office over the past month, noting several specific projects of note including a new greenhouse, several residential renovation projects, a new pool, several commercial sign replacements, and



the removal of a chimney on the Equinox Junior Shops building. Swinarton asked if SVAC was keeping Findeisen apprised of progress on the addition being constructed on Yester House. Findeisen noted that she would check in with them, soon. VanDerWielen added that check-ins on permitted projects were largely driven on the Village's end, not the developer's end unless specifically required in the permitting. Brodie added that monitoring of ongoing development was significantly improved within the recently adopted new land use regulations.

e. Treasurer & Tax Collector

VanDerWielen provided a report on the Village financials, presenting the current account balances and progress in tax collection (~\$183,000.00 or ~28% complete), adding a reminder that property taxes were due on September 18th. MacLaurin asked if any comments were being received regarding this year's increase in taxes. Findeisen and VanDerWielen confirmed that a couple inquiries had been received about expected amounts in future years given the swing, but not angry notices. VanDerWielen commented on the development of a strategy in future years to "flatten" the amount being paid by residents in taxes, including setting target tax rates and developing a long-term capital expenditure plan to improve budget planning. VanDerWielen finished by presenting a sheet describing the actual cash position of Village which mapped expected AP and Payroll expenses over the next couple of months.

f. Clerk

Brodie noted no major updates in the Clerk's office.

4. Review of Special Events Permit Applications

a. Orvis – Orvis Green – (Oct 11th-13th, music, tents, food trucks)

Mooney introduced the topic of discussion and opened the floor to VanDerWielen to present. VanDerWielen presented the permit application in full and recommended its approval. Lewis added that he believed this event would replace their Fall dog docks event.

Motion: To approved the permit application, as presented.

Motion made by Mooney. Motion seconded by Swinarton.
Motion approved, unanimously.

b. First Congregational Church – Orvis Green – (Sept 28th, amplified announcements)

VanDerWielen presented the permit application, noting that the application was incomplete but provided to him just before the agenda was warned. VanDerWielen recommended approval with the condition that the additional materials warranted by the application were provided before issuance.



Motion: To approved the permit application, as presented, with the condition that the applicant provide a Certificate of Insurance and fee before issuance.

Motion made by Swinarton. Motion seconded by Mooney.
Motion approved, unanimously.

5. Public Comments

No public comments were raised.

New Business:

No new business was discussed.

Old Business:

Mooney stated that she did not have examples ready, but recommended putting either the title of the Village or a date or a dedication on the marble rock outside of the Equinox Junior Shops. Brodie suggested dedicating the rock to Alan Mowrey. MacLaurin expressed concern that such an improvement could be vandalized. Swinarton stated that he believed it wouldn't come up. Mooney asked if anyone had suggestions for contacts about engraving or metal lettering. Brodie suggested a contractor who worked for Dellwood Cemetery, noting that he would send VanDerWielen his contact. Findeisen commented that she would look up a contractor she had used for metal lettering in Burlington, before.

MacLaurin asked about the placement of new "entering" and "exiting" signs along Route 7A. VanDerWielen commented that he had not proceeded yet as no funding mechanism had been identified yet. MacLaurin offered to contract and donate the signs himself. It was resolved to have MacLaurin proceed with such an effort. Swinarton offered to split the monies for such an effort.

Swinarton added an update noting that Equinox Pond Road had recently been refinished. A short discussion ensued on the matter, with the Board expressing thanks to the Equinox Hotel for contracting the work.

Adjournment: 5:15 PM.

Motion: To adjourn.

Motion made by Mooney. Motion seconded by Swinarton.

Motion approved, unanimously.

The next regular meeting of the Board of Trustees will be held at 4:30 PM on Monday, October 6th, 2025.

Respectfully submitted,

Curan VanDerWielen, Village Manager