



January 5th, 2026

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

Members Absent:

Others Present: Donald Brodie (Village Clerk), Sarah McClintock (Village Treasurer & Tax Collector), Curan VanDerWielen (Village Manager), Terry Findeisen (Zoning Administrator)

Call to Order: 4:30 PM by Deck.

1. Approval of the Agenda

Motion: To approve the agenda, as posted.

Motion made by MacLaurin. Motion seconded by Mooney.

Motion approved, unanimously.

2. Approval of the Draft Minutes

VanDerWielen noted a correction on the members listed as absent, which should only have included Nina Mooney.

Motion: To approved of the draft minutes for the regular December meeting, with the noted correction.

Motion made by Lewis. Motion seconded by MacLaurin.

Motion approved, unanimously.

3. Monthly Reports

a. Road Commissioner

Lewis provided a brief update on the status of the Highways Department, stating that ongoing winter maintenance was dominating the department's time. A short discussion ensued regarding the rate of salt usage and difficulties ordering new salt and sand, which appeared to be affecting much of the state. Mooney asked Lewis about putting more material on sidewalks. Lewis stated that he would suggest an increase of salt or sand on sidewalks.

b. Tree Warden

Lewis noted no updates on tree management.

c. Village Manager

VanDerWielen provided an update on Village administration, noting progress on several ongoing projects such as records digitization, a meeting in December with Representative Kathleen James, ongoing legal work regarding an open Public Utility



Commission (PUC) case, and several items related to organizational strategy including an early version of a FY26 budget and planning for the creation of a Main Street streetscape master plan. VanDerWielen added that he was hopeful the Board could begin a preliminary discussion of the budget as early as next month, stating that he wanted to begin the process earlier than normal due to the new 5-Year Capital Expenditure Plan he was developing.

d. Zoning Administrator

Findeisen noted that it had been a relatively quiet month and detailed several minor permits which had come through the office recently. Findeisen also provided updates on the above referenced PUC case, the Planning Commission's work on an aircraft landing ordinance, and planned adjustments to Short-Term Rental registrations due to recent changes in state building code.

e. Treasurer & Tax Collector

McClintock presented updates on the Village finances, noting a new consolidated balance sheet from NEMRC and an expected position regarding the Village's accounts.

f. Clerk

Brodie noted no updates with regard to the Clerk's office, but emphasized VanDerWielen's earlier comments about starting the budgeting process early.

4. Discussion and Possible Vote on Village Contribution to Bennington County Courthouse Engineering Study

Deck introduced the topic of discussion. McClintock provided context to the request, noting that the non-profit Northshire Community Courthouse (NCC) had commissioned a historic building assessment study with Town of Manchester Center with Vermont Integrated Architecture (VIA) to understand the condition of the old Bennington Courthouse building. McClintock noted that a portion of the bill for that study had been covered by the Preservation Trust of Vermont, and that the remaining amount had been proposed to be split between three entities: NCC, the Town, and the Village, each in the amount of \$1,050.

MacLaurin asked if he and Deck needed to recuse themselves as they were members of the NCC board. It was agreed that they would recuse themselves from the vote. Swinarton asked what the conclusions of the report were. McClintock noted that while some work was necessary, VIA ultimately reported that the building was in good condition and that the study had helped guide the budgeting process for NCC. A short discussion on the NCC budget and cost estimates ensued. Members of the Board then read through the report for a short period.



Motion: To authorize a payment of \$1,050 to the Town of Manchester Center to assist covering the costs of the VIA historic building assessment report for the Courthouse.

Motion made by Lewis. Motion seconded by Swinarton.

Motion approved, unanimously.

Brodie recommended reaching out to VLCT or Village Counsel regarding the legal question of how, if possible, the overlap between NCC and the Board might be managed.

5. Public Comments

No public comments were raised.

Old Business:

VanDerWielen noted that there was an ongoing discussion concerning the chiseling or lettering of the marble rock at the intersection of Union and Main Street. Mooney recommended reaching out to one of two local gravestone sculptors for a cost estimate. Swinarton also suggested that he could reach out to Ed Perkins about doing the work. Deck noted that he thought the Board should establish what the should be written on the rock, first. Mooney suggested text such as “Manchester, Established [Date]” or something similar. A discussion on the wording was had. Swinarton asked when the Village was incorporated. VanDerWielen responded that it was in 1900. Lewis stated that the sign on the office had a date from the 18th century, which VanDerWielen clarified was the date of settlement. It was agreed that the settled date should be used. Deck noted that he would call about the gravestone sculptor used by Dellwood Cemetery.

Lewis asked if there were any other legal updates. VanDerWielen reported that he had no legal updates at this time.

New Business:

No new business was raised.

Adjournment: 5:00 PM.

Motion: To adjourn.

Motion made by MacLaurin. 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, February 2nd, 2026.

Respectfully submitted,

Curan VanDerWielen, Village Manager