



June 1st, 2026

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

Others Present: Donald Brodie (Village Clerk), Sarah McClintock (Treasurer), Curan VanDerWielen (Village Manager), Terry Findeisen (Zoning Administrator), Keld Alstrup (Elected Auditor)

Call to Order: 4:30 PM by Deck.

1. Approval of the Agenda

VanDerWielen noted two corrections to the agenda. The first was the tabling of a public hearing for the approval of a draft Aircraft Landing Ordinance and the second was to clarify item 8 as a review of the annual meeting warning, not the budget.

Motion: To approve the agenda, as amended.

Motion made by MacLaurin. Motion seconded by Deck.

Motion approved, unanimously.

2. Approval of the Draft Minutes

Motion: To approved of the draft minutes for the regular May meeting, as submitted.

Motion made by Deck. Motion seconded by MacLaurin.

Motion approved, unanimously.

3. Monthly Reports

a. Road Commissioner

Lewis reported on recent work in the highways department, including quick progress on the Main Street sidewalk project outside of the Equinox Junior Shops. Lewis noted excellence in commitment from Alan Mowrey and Dan Marchegiani on the project. He then detailed the selection of trees to be planted at that section of the streetscape, in this case a pair of Marilee Crabapple trees. Lewis also reported on a new hire in the highways department, Griff Gourd, who would be replacing Marchegiani when he planned to step down on June 30th.

b. Tree Warden

MacLaurin asked whether two dead trees on Seminary Avenue belonged to Village, and if so, whether some work could be done. A short discussion ensued with no action taken. MacLaurin then asked about the Village would allow Burr and Burton Academy to a set of trees on West Union Street at their lower parking lot entrance, to allow for better visibility for traffic. A short discussion on the matter ensued. Lewis agreed to look into the matter.



c. Village Manager

VanDerWielen provided an update on Village administration. This included a significant amount of work to clean up financial reports due to the recent end of the fiscal year ahead of the arrival of Sullivan & Powers at the end of June. VanDerWielen also noted that he had finished work on the Annual Report and that it was ready for printing. In addition, VanDerWielen reported on a few other items, including assisting the Planning Commission on policy research, sending out another round of property tax delinquency letters, continuing monitoring of the Vermont state legislative session for items that might impact Village, and assisting with logistics on the Main Street sidewalks project. MacLaurin asked about photo selection for the Annual Report. VanDerWielen presented the photos used in the Annual Report.

d. Zoning Administrator

Findeisen provided a report on the activities of the Zoning Office, including a set of new permit applications recently approved by the Development Review Board. These include new signage at Southern Vermont Arts Center, a new pocket park to be developed by the Equinox Resort at the former opera house site on Union Street, and a handful of other smaller projects. Findeisen also provided a brief update on the ongoing conversation with AT&T regarding telecommunications infrastructure within Village, noting that no movement had been made by either party within the past month.

Brodie asked about the status of the draft property maintenance ordinance due to recent inquiries about a Main Street property. A discussion on properties which might require enforcement action under a future ordinance ensued. These included a pair of Main Street properties and a Ways Lane property. Findeisen noted that the Planning Commission was still drafting, but that it was in the final stages of review. MacLaurin noted that the draft had been based on a synthesis of Bennington and Woodstock's.

Deck asked whether the proposed re-opening of the drive at BBA on West Union Street required a curb cut permit. VanDerWielen and Findeisen both reported that they did not believe so, as the drive already existed and was not being adjusted. VanDerWielen added that he would perform additional research to ensure that this was correct.

e. Treasurer & Tax Collector

McClintock provided a report on Village finances, starting with the balance sheet and noting further progress on Village's clean up of prior year figures. McClintock then presented the revenue and expenditure reports, clarifying that due to the Village not having approved a budget, yet, the reports reflect all zeroes when comparing what had been raised/spent so far in the fiscal year. She then provided a brief update on delinquent tax collection, noting detail on several accounts. A short discussion on these accounts ensued.

VanDerWielen added that the Village would be entering a 60-day period of operating with limited cash, due to an accelerated rate of spending for the Main Street sidewalks



project. Moving the project to June from August, before tax collection started for the fiscal year, meant that Village was running down its general operating cash rapidly. As such, VanDerWielen noted that they would begin lagging on AP bills and only paying critical payroll and AP expenses until significant revenues could be collected, starting in July.

Deck added that in the past, Village had rolled several hundred thousand dollars on a year-by-year basis and that most of that cash had now been expended in recent years. Deck noted that he believed this was closer to the position Village should be as a public institution, but that it did require close oversight of spending. Deck pointed to item 7 on the agenda for authorization of an inter-fund loan as a responsible mechanism to ensure that ongoing highways projects were well funded through this period.

f. Clerk

Brodie reminded all present of the Village Annual Meeting on July 13th at 7:00pm.

4. Review of Pending Special Events Permit Applications

Deck introduced the topic of discussion. Deck noted a special events permit application for the Ekwanok Country Club for a fireworks display on October 3rd, 2026 from 9:00-9:10pm.

VanDerWielen presented the application materials, noting that he believed additional materials should be required before issuance, including a letter from the fire department and a site plan.

Motion: To approve Special Events Permit 26-07, as presented, on condition that the additional materials required be submitted before issuance.

Motion made by Deck. Motion seconded by Mooney.

Motion approved, unanimously.

5. Review of Pending Annual Special Events Permit Applications

Deck introduced the topic of discussion. VanDerWielen noted that the Kimpton Taconic had submitted their 2026 Annual Special Events Permit application late last year, but requested that the Trustees wait until June to review it. He noted the application was complete and recommended it for approval.

Motion: To approve of the Equinox Village Special Events Permit, as presented.

Motion made by MacLaurin. Motion seconded by Mooney.

Motion approved, unanimously.

6. Review of Resolution for Inter-Fund Loan for Main Street Sidewalks Project

Deck introduced the topic of discussion. VanDerWielen presented the draft resolution, noting that the issuance of a resolution was needed to correctly authorize and document the Village's borrowing of funds from the Heavy Equipment Fund for use in the General Operating Fund to



allow for the Village to cover sidewalk paving costs associated with the Main Street sidewalks project mentioned earlier. In this case, \$75,000 would be borrowed to be repaid no later than October 1st, 2026. Monies to be used to repay this loan would consist of tax revenues received in August and September. Deck asked if the resolution had been warned publicly. VanDerWielen noted that it had on the posted agenda.

Motion: To approve Village Municipal Resolution 2026-01, as presented.

Motion made by Mooney. Motion seconded by Lewis.

Motion approved, unanimously.

A short pause in the meeting occurred as the Trustees passed a version of the Resolution to sign.

7. Review of Annual Meeting Warning, 2026

Deck introduced the topic of discussion. VanDerWielen presented the draft warning, for July 13th at 7:00pm.

Motion: To approve the 2026 Annual Meeting Warning, as presented.

Motion made by Deck. Motion seconded by Lewis.

Motion approved, unanimously.

8. Public Comments

Alstrup expressed concern over how the Village elected auditors conducted their annual audit of the Village financial reports. Specifically, when compared to VLCT guidance on the process of the elected auditors, the current process was superficial and did not correctly follow all best practices available. He expressed concern that upon inspection, this would cause concern for anyone observing. Alstrup added that he believed this was had not created issues in the past due to the Village contracting a professional accounting team to provide annual financial reviews and periodic full audits. Due to a professional team augmenting the relatively simple process the elected auditors performed, he believed the elected process was duplicative and unnecessary. In conclusion, Alstrup requested that the Trustees consider abolishing the position of Elected Auditor for the next year, and continue solely on the professional basis that it already employed.

McClintock agreed with Alstrup, noting that she believed the professional basis was more than sufficient and that a relaxed elected audit not only duplicated the process, but invited opportunities for criticism. Mooney asked as to the procedure to abolish the role. VanDerWielen answered that it had to be subject to a public vote an the annual or special meeting. McClintock asked if they were sure that the professional team could supersede the elected auditors entirely. VanDerWielen affirmed that they could and that many municipalities already did. MacLaurin asked if the Trustees could add the item to the Annual Meeting warning. Brodie believed it could be accomplished at the Annual Meeting. Alstrup read allowed a passage of statute which authorized the abolishment of the role under certain circumstances.



Deck expressed concern over the abolishment of the role, believing that having members of the public review the Village's books had its own value. Beyond this reason, he expressed some long term concern about escalating pricing for professional accounting services. McClintock then asked whether Sullivan & Powers' (S&P) annual financial review would qualify under statute to replace the annual audit, or whether something more expansive would be needed. VanDerWielen noted that he was unsure and was still working to answer this question, believing that staff at S&P would be able to help resolve it. He recommended finding that answer before moving on the suggestion to abolish the roles. A short discussion on the existing contract with S&P ensued. VanDerWielen affirmed that he would have all answers ready by the Annual Meeting.

9. Old Business:

Brodie asked whether Village had received from Jim Henderson at BCRC statistics on speeding on Union Street for vehicles driving over 40 MPH, based on a previous traffic study.

VanDerWielen responded that he was unsure but would check with Henderson.

Deck asked about the status of the lettering of the marble rock at the intersection of Union and Main Streets. Mooney noted no updates.

10. New Business:

McClintock asked about Village decorations and events for the 4th of July, noting that Northshire Community Courthouse would be decorating the building with bunting and that the Equinox Resort would be too. VanDerWielen noted that a product had not been selected yet, but that the plan was to fly US flags on every other streetlight along Main Street. A short discussion on local 4th of July events ensued.

Alstrup asked whether there was any news regarding the sale of a Main Street property. A short discussion ensued regarding the history and possible sale of the property.

McClintock provided updates on the ongoing work of the Manchester Historical Society and Northshire Community Courthouse.

Adjournment: 5:26 PM.

Motion: To adjourn.

Motion made by Deck. Motion seconded by Mooney.

Motion approved, unanimously.

The next regular meeting of the Board of Trustees will be held at 8:00 PM on Monday, July 13th, 2026.

Respectfully submitted,

Curan VanDerWielen, Village Manager