



Village of Manchester, Vermont

PO Box 482
Manchester, Vermont 05254-0482
(802) 362-1515
villageofmanchester.com

Regular Meeting

Village of Manchester Board of Trustees

Monday, January 7, 2019

4:30 p.m., at the Village of Manchester Office, 45 Union Street

In Attendance: President, Brian Knight, Trustees: Jim Lewis, Tom Deck, Bill Mariano, Nina Mooney, Clerk/Treasurer/Tax Collector, Julia Arvin; Assistant Clerk/Treasurer/Secretary, Missy Bell-Johnson; Road Foreman, Alan Mowrey

Public: Richard Moore, Anthony MacLaurin, Greg Comer, Donald Brodie, Marian Haines, Orland Campbell, Arthur Short

President Knight brought the meeting to order at 4:30 pm and welcomed all in attendance.

Trustee Deck motioned to approve the minutes from the last Regular Meeting of the Board of Trustees held December 3, 2018. Trustee Mooney seconded the motion and all voted in favor. Trustee Deck then motioned to approve the minutes of the meeting held December 10, 2018. Trustee Mooney seconded the motion and all voted in favor.

Alan Mowrey responded to concerns voiced at the November 5, 2018 Regular Meeting of the Board of Trustees and explained and elaborated on the following:

- **Truck # 2's need for repair, the cost of the repair, the size of the replacement truck and the need to replace Truck #2 as soon as possible.**
- **Mr. Mowrey had a brief conversation with the new general manager of the Equinox a couple of months ago. They met, by chance, when Alan was working in front of the Equinox and introduced themselves. He did not meet with the GM without trustees input.**
- **Mr. Mowrey did not meet with VTtrans regarding the potential construction of a roundabout at Route 7A, West Road and Seminary Avenue.**

Trustee Deck mentioned that he and Trustee Mariano met with Mr. Mowrey earlier in the day and conducted a due diligence examination of Truck #2. Both trustees believe a replacement truck should be purchased.

President Knight spoke about the difference in funding the Heavy Equipment Reserve Fund and budgeting for replacement equipment and stated that the replacement of the truck will be discussed during upcoming budget meetings.

There was discussion regarding the use of the Heavy Equipment Reserve Fund, specifically the availability of the funds. Comparisons were made to other local towns and how they use their funds.

Mr. Mowrey express concern that the Village would lose money on the trade in on Truck #2 if the purchase of the replacement was delayed. He also commented further on the current condition of the truck and the length of time between ordering the truck and delivery, and mentioned the possible need to expend additional funds to maintain the truck or the possibility of obtaining a rental truck. Anthony MacLauren asked if a special meeting could be called in order to purchase the truck before the 2019/20 budget is approved. Julia Arvin questioned the need for a special meeting. President Knight stated that the approval could be part of a regular meeting but that it would need to be warned correctly as the trustees have not been authorized by the residents to purchase a truck.

Mr. Mowrey continued by briefing the trustees on some of the particular aspects of the bids received and he mentioned that he would reach out to the bidders to see if the quotes can be extended past the current deadlines.

The meeting continued with updates on Trustee assigned matters:

- **Village Glen Road** (Jim Lewis): An independent engineer's report is needed to determine if it the road meets Village and state qualifications and standards. The Village will not incur any expenses related to this report.
- **Changing the Village of Manchester Fiscal Year** (Tom Deck): This matter is on hold. It is debatable whether changing the fiscal year would benefit the Village.
- **Route 7A, West Road and Seminary Avenue Traffic** (Tom Deck): Trustee Deck met with BBA officials and reports that they may be amenable to employing a traffic officer. He is working on coordinating a date with Alan Mowrey to discuss what the project for a roundabout would entail. Orland Campbell questioned where the land would be obtained for such a project. Mr. Campbell also asked if the Manchester Police Department could be contacted regarding placing a traffic officer at the intersection.
- **Holiday Lighting** (Nina Mooney): Holiday lighting will be considered as a budget item. The trustees need to have a clear definition of the project and its expected cost. Marian Haines mentioned that the light posts must be retrofitted and this would be a capital expenditure. Marian Haines asked a series of questions which President Knight answered. Donald Brodie provided clarification on how the Planning Commission reviewed the issue and what was determined
- **Equinox Parking** (Bill Mariano): Mr. Mariano and Mr. Mowrey discussed this matter and Mr. Mariano has scheduled a meeting with the new general manager for next week. President Knight mentioned that he had residents contact him recently expressing pleasure regarding the traffic flow in this area over the busy holiday season.

- **Sidewalk Repair**: This matter will be considered at the upcoming budget meetings.
- **Bennington County Courthouse** (Brian Knight and Nina Mooney): President Knight discussed the possible transfer of ownership of the building to the Town of Manchester. The Judiciary has not yet abandoned the property. The Town of Manchester is asking the Judiciary for a status report. Trustee Mooney was assigned to spearhead research into solutions for meeting space in the event the Village is notified that we will no longer have the court room at our disposal. Donald Brodie questioned ownership of the land the courthouse sits upon. President Knight expressed that it was his understanding that the land will be transferred with the courthouse.
- **Ways Lane/Route 7A Intersection** (Jim Lewis): President Knight provided background information regarding pending construction at the Ways Lane/Route 7A intersection. The Town of Manchester is requesting permission to put in sewer equipment in this area and will need to remove pavement in this area in order to complete the project. The Town of Manchester is recommending that the Village do away with the Y intersection (making it a standard intersection) and has asked for assistance in the construction costs.

President Knight asked for status reports on each of trustee assigned matter to be presented at forthcoming meetings.

Marian Haines asked about the broken window at the lower level of the firehouse. Trustee Lewis responded by saying a replacement window was purchased and the window would be repaired as soon as Alan Mowrey has time to repair it

The bids for the solar traffic signs were reviewed. The amount quoted was more than was budgeted. After discussion on alternatives and comments from the public and the trustees regarding the effectiveness of the signs, Trustee Mooney motioned to purchase one sign. Trustee Deck seconded the motion and all voted in favor.

President Knight provided his update:

- The Bennington County Regional Commission (BCRC) Implementation Survey was reviewed by the trustees and a consensus was obtained. The survey will be completed by the secretary and sent to the BCRC on behalf of the trustees.
- **Reports:**
 - **Roads and Trees (J. Lewis):** Trustee Lewis noted that the Salt Report distributed is not current. Salt use so far this year is just about as anticipated.
 - **Treasurer/Tax Collector (J. Arvin):** Ms. Arvin provided an updated Heavy Equipment Reserve Fund Report. She went on to mention that there are only ten unpaid properties for tax collection at this time which is on track or a bit ahead of past years. The Tax Collector is required to file, with the clerk, a list of outstanding taxes and this has been accomplished. Dates for the budget meetings will be proposed during the March BOT meeting. The Financial Report looks to be on track.
 - **Administrative Officer (E. Scott) – review of written Zoning Report; provided by email to the Trustees – on file at the Village Office.**

In Other/New Business, Greg Cromer presented, for sale, his arial photographs of the Village. He left information with several of the trustees and the public. President Knight motioned to purchase the presented piece for the Village Office. Trustee Mooney seconded the motion and all voted in favor.

As there was no further business, the meeting ended at 5:52 pm.

Respectfully Submitted,

Missy Bell-Johnson, Secretary