

Regular Meeting  
Village of Manchester Board of Trustees  
Monday, April 4, 2016  
4:30 p.m., Village Offices  
45 Union Street

Board Members Present: President, Brian Knight; Trustees: Tom Dyett, Tom Deck

Residents/Guests Present: Donald Brodie

President Knight called the meeting to order at 4:31 pm.

1. Trustee Dyett motioned to approve the minutes for the Regular Meeting of the Board of Trustees held March 7, 2016. Trustee Deck seconded and so voted.
2. President's Update:
  - The Board of Trustees is in receipt of a letter from the Development Review Board (DRB) Chairman, Donald Brodie. The letter is a request to appoint two Village residents, one to the Design Advisory Committee (DAC) and the other to the DRB. President Knight asked whether the recommendation of these individuals was discussed at a DRB warned meeting. Mr. Brodie spoke of the process used in the past to screen potential board/committee members which included obtaining the approval of the committee members via individual conversations, but the process did not include a warned meeting. Brian Knight recommended that in the future this type of appointment recommendation be warned and handled in an open meeting.
  - The state legislation passed a bill that deals with alternative energy (AE) challenges facing cities and towns in Vermont. Particularly a past lack of town/city input on permits relating to AE development. The situation looks like it is well in hand at this time and the Village does not need to take any action on its own. Vermont League of Cities and Towns publication has an article to references on this topic. The article can be obtained at the Village Office for those interested in reading it.
  - Section IV on the Ordinances will be on the next agenda for approval. Please forward concerns, recommendations or questions to Eric Scott.
  - Budget meeting are being scheduled. Julia is working on a preliminary budget at this time based on the preliminary estimates for road, tree, and sidewalk work. Cuts will be considered in an attempt to keep the taxes at the same rate they were in 2015-16.
  - Grant applications have been submitted.
  - Frank Hanes sent a very nice thank you note from the family for flowers sent to Julie Hanes' service. The note was read and the card passed to all.
  - The topic of appointments to the DRB and DAC was revisited. Mr. Brodie stated that it was important to appoint a member to the DAC in case there is a split vote. President Knight indicated that a vote for the DAC member would be acceptable as the Board of Trustees had been provided answers to their previous concerns. Donald Brodie

they gave an overview of Ms. Hong Campbell's background and qualifications to serve on the DAC. The prospective appointment to the DRB, Rev. Gordon McClellan, will be addressed following the July Annual Meeting at which time the Trustees for the 2016/ and 2017 are confirmed. As soon as possible following the Annual Meeting the Trustees will hold a special meeting to consider the appointments to the DRB and PC. Trustee Deck motioned to appoint Ms. Hong Campbell to the DAC, Trustee Dyett seconded the motion and all voted in favor.

- President Knight then reviewed the list of current sitting members of the DAC, DRB and Planning Commission and Donald Brodie was asked to question those DRB members up for reappointment if they would like to continue. A similar request had previously been discussed with Karen Walla
  - The traffic issues in the Village were discussed. It appears the level of complaints have gone down so it is hoped that the Manchester Police Department's increased shifts in the Village are having a positive effect.
  - An Ex-Officio report will be added as a standard part of the agenda in the future so that those trustees appointed to the Planning Commission and the Development Review Board may report to the Board of Trustees when necessary.
  - Work on a section of sidewalk will begin in the next couple of weeks. Only one bid was received. Trustee Deck motioned to grant the bid to Ed's Masonry & Restoration, Inc. to complete the work. Trustee Dyett seconded the motion and all voted in favor.
  - President Knight asked Trustee Dyett if he wished to finish out his previously elected position through 2017 Trustee Dyett would like continue for the next year until he finishes his current term.
3. Taconic Hotel Outside Consumption Permit renewal for 2016-17 was approved by President Knight prior to the meeting this permit did not require further trustee approval.
4. Reports:
- Roads and Trees (J. Lewis): not present, there was no written report submitted.
  - Treasurer/Tax Collector (J. Arvin): reviewed and discussed.
  - Administrative Officer (E. Scott) – Written Zoning Report: reviewed and discussed.
5. Other business:
- There is a bylaw addressing the height of buildings that needs to be modified. Tom Deck mentioned that there are other possible bylaw changes or clarifications that need to be addressed as well. The DRB will be working on these issues. Eric will advise the DRB
  - Trustee Dyett motioned to change the next Regular Meeting of the Board of Trustees from May 7<sup>th</sup> to May 9<sup>th</sup>. Trustee Deck seconded the motion and all voted in favor.

There being no further business to discuss there was a motion made by Tom Deck to end the meeting. Trustee Dyett seconded the motion. The meeting ended at 5:09 pm.

Respectfully submitted,  
Missy Bell-Johnson  
Assistant Clerk