

# VILLAGE OF MANCHESTER

MANCHESTER, VERMONT 05254

## MINUTES

Regular Meeting  
Village Board of Trustees  
Monday, June 1, 2015  
4:30 p.m., Village Offices  
45 Union Street

In Attendance: President, Brian Knight, Trustees: Jim Lewis, Ramsay Gourd, Andrea Ross and Administrative Officer, Eric Scott

Absent: Trustee Tom Dyett and Clerk/Treasure/Tax Collector, Julia

Also Present: Donald Brodie, Sallie Brophy and Orland Campbell

Note: Prior to the commencement of the meeting, Sallie Brophy was informed that due to the late receipt of her letter expressing concern, it was necessary to postpone further discussion on the United Counseling Service event so that all interested parties could be heard. The matter will be placed on the agenda for the next regular meeting of the Board of Trustees on July 6, 2015. All interested parties will be notified by Village staff.

President Knight called the meeting to order at 4:41 pm and asked for a motion on the minutes of May 4, 2015. Several trustees did not have time to review the minutes so approval of the May 4, 2015 minutes will be deferred until the next regular meeting of the Board of Trustees on July 6, 2015.

President Knight indicated that there were no liquor license renewals.

### **Reports:**

*All written reports submitted are on file and available for viewing in the Village of Manchester Offices during regular office hours.*

**Roads, etc. & Trees (R. Gourd):** After a brief delay due to the weather, reclaiming of River Road will start soon.

The department has been working on the budget for the fiscal year 2015/16. There is a clear understanding for the plan for next year. After the \$175,000.00 grant was taken into consideration, the Roads and Trees budget is on target

Administrative Officer, Eric Scott indicated to the Board that the Southern Vermont Art Center via President, Bob McCafferty, recently indicated that it would like to clear brush in front of the property along West Road. The size of trees that can be taken down without a permit was confirmed (trees six inches in diameter or less diameter can be removed without a permit.) It was also confirmed that tree removal is not an issue for the Tree Warden unless the tree is located in the right-of-way; otherwise, it is an item for the Development Review Board (DRB.)

**Treasurer/Tax Collector (J. Arvin):** None

**Administrative Officer (E. Scott):** A written Zoning Report was distributed. It has been rather quiet application wise. The request to subdivide the Ross property was discussed. Mr. Ross, through his representative, recently indicated that he wants a formal plat approval with a public hearing. Trustee, Andrea Ross mentioned that she is not involved in this request.

The Plan of Development scheduled completion date was discussed. It is believed to be September.

A survey was completed at the Taconic Hotel site and the survey height shows the construction conforms to the approved plans.

**Legal:** None

**Other Business:**

The Manchester and the Mountains Regional Chamber of Commerce submitted a request to hold the annual Sidewalk Sales from Thursday, August 7 – Sunday, August 9, 2015. It was discussed that the current request is consistent with what has been done in the past. Trustee Gourd motioned to approve the request, Trustee Lewis seconded and so voted.

Burr and Burton Academy submitted a request to close the road in front the school for commencement exercises on Friday, June 12, 2015. This request is received on a yearly basis and the current request is in line with what has been approved in the past. Trustee Lewis motioned to approve the request and Trustee Gourd seconded and so voted.

Visitor, Orland Campbell brought up the permit process that is currently in place in the Village of Manchester. He feels clarification of the process would be helpful. Mr. Campbell believes those parties involved with the UCS event should be notified of a second hearing on the subject. As this was discussed prior to this meeting, in Mr. Campbell's absence, further discussion was not needed. Mr. Campbell voiced his belief that those asking for permission for

a special events permit should be required to provide the board with written acknowledgement that the neighbors have been informed.

President Knight indicated that all items that will be discussed at all Village of Manchester meetings must be properly warned. It is and has been the practice that no "last minute" issues are brought before the board unless there is time to place the item on the agenda.

**Executive Session:**

Trustee Ross motioned to go into executive session at 5:05 pm. The motion was seconded by Trustee Gourd and so voted.

The Trustees came out of executive session at 5:30 pm. Trustee Gourd motioned to give Adam Cole, Road Crewman, an increase in pay to \$17.00 per hour beginning on June 1, 2015. Trustee Lewis seconded and so passed.

There being no further business, Trustee Gourd moved to adjourn at 5:32 pm, seconded by Trustee Lewis and so voted.

Respectfully Submitted,

Missy Bell-Johnson, Secretary