



Village of Manchester, Vermont

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Minutes

Regular Meeting
Village of Manchester Board of Trustees
Tuesday, September 6, 2016
4:30 p.m., Village Offices
45 Union Street

In Attendance: President Brian Knight; Trustees: Tom Deck, Jim Lewis, Bill Mariano; Clerk/Treasurer & Tax Collector Julia Arvin and Assistant Clerk/Treasurer & Secretary Missy Bell-Johnson; Zoning Administrative Officer Eric Scott

Absent: Trustee Andrea Ross

Public: Donald Brodie, Jack Appelman, Greg Kiernan

The meeting was brought to order at 4:27 pm.

1. Trustee Deck motioned to approve the minutes for the Regular Meeting of the Board of Trustees held August 1, 2016. Trustee Mariano seconded the motion and all voted in favor.
2. Review of Sign Location at 3765 Main Street: Matter involves changes to a preexisting sign in the right-of-way (ROW). Other than its position in the ROW, the proposed sign meets with Village sign regulations. Eric Scott recommended approval. It was determined that despite approval for the replacement sign that the Village will continue to have jurisdiction over the sign. Tom Deck motioned to approve the sign as presented. Bill Mariano seconded the motion and all voted in favor.

Donald Brodie commented on the Development Review Board's challenges with ROW definition. President Knight responded by saying that during the August 1, 2016 regular meeting of the Board of Trustees, Eric Scott and Bill Mariano were assigned to research ROW issues and to make recommendations to the Board of Trustees. Future approval of applications for signs in the ROW was assigned to Eric Scott.

3. Review of Special Event Application for the Kiernan family, 1246 West Road: Permit if for a wedding to take place in October, 2017. The neighbors were notified and no comments were received. Jim Lewis motioned to approve the application. Bill Mariano seconded the motion and all voted in favor.
4. Review of First and Second Class Liquor License Application for The Crooked Ram, 4026 Main Street: After the number of parking spaces necessary for this establishment was reviewed, Trustee Deck motioned to approve the licenses. Trustee Mariano seconded the motion and all voted in favor.

5. **Review of request to appoint Renee Waller to the Development Review Board: Tom Deck motioned to approve the appointment of Renee Waller to the Development Review Board. Trustee Lewis seconded the motion and all voted in favor.**
6. **President's Update: None at this time.**
7. **Reports:**
 - a. **Roads and Trees (J. Lewis):**
 - i. **Paving projects: River Road shimming is taking place. Paving scheduled for next week. The project is expected to come in at budget.**
 - ii. **River Road rock wall project is slated to start at the end of September.**
 - iii. **117 feet of sidewalk is also scheduled for replacement this fall.**
 - iv. **Taconic has been patched. This road should be slated for paving next year.**
 1. **The Village's 20 year old lawn mower is broken – bids were obtained for 2 lawn mowers: 1) A zero turn mower (\$10,000), or 2) A Kubota tractor with brush hog attachment (\$15,000). The more expensive mower would be more efficient and allow us to stop utilizing outside vendors for roadside mowing. The equipment reserve for the backhoe would be used to purchase the equipment as the backhoe is not scheduled to be replaced for 15 years or so. The amount of mowing, time spent mowing and the areas mowed were discussed before this subject was tabled pending further investigation (*see notes under section 11 of these minutes.*)**
 - v. **An update on the West Union parking issue was provided and several prospective solutions were discussed. Trustee Lewis will continue to pursue a solution to this challenge.**
 - b. **Treasurer/Tax Collector (J. Arvin):**
 - i. **Taxes – reports were distributed. Taxes are about half way collected.**
 - ii. **Be aware that the budget is very tight this year.**
 - iii. **Mandatory paid leave for employees who work over 18 hours/week was discussed and a Vermont League of Cities and Towns publication on the subject was distributed. The trustees were asked to review the information and determine how it would affect current employees.**
8. **Administrative Officer (E. Scott) – Written Zoning Report submitted.**
9. **Other business: None**
10. **Executive Session: At 5:18 pm Jim Lewis motioned to go into executive session to discuss a legal issue. Trustee Mariano seconded the motion and all voted in favor.**

The trustees came out of executive session at 5:38 pm.

11. **Trustee Lewis then asked to revisit the mower purchase originally heard under the Road and Tree report. After further discussion, Jim Lewis motioned to have the purchase of the Kubota tractor approved pending further investigation. Trustee Deck seconded the motion and all voted in favor.**

There being no further business Trustee Lewis voted to end the meeting at 5:51 pm. Trustee Mariano seconded the motion and all voted in favor.

Respectfully Submitted,

Missy Bell-Johnson, Secretary