

Village of Manchester

Board of Trustees

Regular Meeting: March 1, 2021 at 4:30 pm

Meeting held via Zoom

In Attendance: President Orland Campbell; Trustees: Jim Lewis, Nina Mooney and Brian Maggiotto; Clerk/Treasurer and Tax Collector Donald Brodie; Assistant to the BOT and Assistant Clerk & Treasurer Missy Johnson; Public: Gary Walker and an anonymous attendee ("Manchester, VT")

President Campbell opened the meeting at 4:32 pm when a quorum was present.

President Campbell moved to approve the minutes from the Regular Meeting of the BOT on February 1, 2021 with a correction to the section post Executive Session. That paragraph will be changed to read: "President Campbell moved to provide the pay increase as discussed. Trustee Lewis seconded the motion and all voted in favor."

Ms. Johnson provided a brief staff update. Work will begin this week on integrating Village information to NEMRC software. The official roll-out is scheduled to coincide with the beginning of the fiscal year on May 1, 2021.

The tax report for 2020/21 was updated. At this time there are 6 properties in arrears and 2 properties owing penalties and interest only. The total amount due for 2020/21 is approximately \$3,400.00.

The Trustees reviewed the application for an Itinerate Vendor License for Amy's On The Road. The business would like to continue in the location at The Perfect Piece again this coming spring through the fall. The addition of some seating last year was discussed. President Campbell moved to approve the License as requested. Trustee Lewis seconded the motion and all voted in favor.

Ms. Johnson requested, and President Campbell moved that the Trustees approve the renewal State of Vermont Liquor Licenses for the following businesses: The Inn at Manchester, The Crooked Ram, The Wilburton Inn, The Taconic Hotel, The Reluctant Panther, The Ekwanok Country Club and The Silver Fork, all who had returned completed applications to the Village of Manchester; and, that the Trustees approve the applications for The Equinox Spa and Resort and Mulligans of Manchester conditional that the applications are received before March 15, 2021. Trustee Mooney seconded the motion and all voted in favor.

Discussion then moved to the 2021/22 Budget. It was generally agreed that meetings would be scheduled and would be open to the public. Ms. Johnson will obtain budget worksheets from the Village Accountant. Trustee Maggiotto suggested the worksheets be posted to Google Docs. Several projects were mentioned. Dates for the meeting will be forthcoming.

It was mentioned that the review and possible appointment of Anhared Llewelyn to the Village of Manchester Planning Commission was to take place. This appointment is on hold at the moment pending some possible changes to the PC's meeting schedule.

Trustee Maggiotto provided an update on the computer system upgrades. The equipment has been delivered. Pending is an indication from Eric Scott as to what subscriptions will need to be transferred to the new system and a determination from RCS as to whether it can provide better and more affordable options. Ms. Johnson is working with VTWeb on the website and with NEMRC as previously discussed. The new email platform was also discussed as was the use of various software. Full access will be given to the staff before the third laptop will be ready for use. The agreement with RCS is to provide computer related services as needed with the Village being billed on an hourly basis for work done.

President Campbell mentioned that the Village now has a debit card. The card is linked to its own bank account and he reviewed the limits of its use.

The possible postponement of the Village of Manchester Annual Meeting was discussed. It was generally agreed that the meeting would not be postponed but, as previously discussed, the meeting would be moved to BBA so that proper social distancing can be accomplished.

Ms. Johnson discussed issues with the current Village of Manchester logo. Possible solutions were discussed. She will provide the current logo to Trustee Mooney and Maggiotto for possible changes.

President Campbell provided an update on the Bennington County Courthouse including the installation of new thermostats and a new alarm system. A code box for the Village Office will be installed shortly. Trustee Mooney mentioned that the Courthouse Task Force is scheduled to have a meeting on March 18th. Both Trustee Mooney and President Campbell will attend.

President Campbell asked Ms. Johnson when she would be coming back to the office. Ms. Johnson provided an update on her injury and speculated her return would coincide with the snow melting if not before.

Mr. Brodie provided an update on the Village accounts and he discussed the investment ratio and rate of return on the Schwab account last year. He would like the funds currently invested in one of the CD's at Bank of Bennington to be transferred to a Schwab account. Additional monies need to be moved to fund the HE Account for 2020/21 and to repay a loan taken from the HE account. Also pending is the re-creation of a highway account. Mr. Brodie is doing research to determine the status of a highway account that possibly existed in the '90's.

Mr. Lewis provided his Road and Tree Report. The road crew has had a busy winter. Surprisingly, the salt and overtime budgets are in good shape and there have been no major equipment issues. Mr. Lewis stated the Village was very lucky to have such a hard-working road crew and commended them on a job very well done over the course of this tough winter.

Mr. Lewis indicated that he and Mr. Mowrey are in the process creating a tree list for work this coming year. He also mentioned that the Equinox took down several trees in the right-of-way without Village notification or permission. President Campbell mentioned speaking with the general manager about the issue and will ask them to grind the stumps and improve the look of the area where the trees were taken down.

President Campbell mentioned that he spoke with the general manager of the Equinox recently and they do have plans to take down the Opera House within the next few months.

As there were no comments from the public and no further business before the Board, Trustee Mooney moved to close the meeting. Trustee Maggiotto seconded the motion and all voted in favor. The meeting ended at 5:32.

The next Regular Meeting of the Village of Manchester Board of Trustees is scheduled for April 5, 2021.

Respectfully Submitted,

Missy Johnson, Assistant to the BOT