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**DRAFT MINUTES**

Special Meeting of the Village of Manchester Board of Trustees

Wednesday, May 15, 2024 at 1:00 pm

Village of Manchester Offices

45 Union Street, Manchester, Vermont

In Attendance: President Tom Deck, Trustees: Jim Lewis, Nina Mooney, Anthony MacLaurin and Peter Mull. Clerk Donald Brodie, Treasurer and Tax Collector Sarah McClintock, Assistant Clerk/Treasurer Missy Johnson; Zoning Administrative Office Curan VanDerWielen.

President Deck brought the meeting to order at 1:00 PM.

President Deck moved to add the approval of the cover photo for the 2024/25 Annual Report to the agenda. Trustee Mull seconded the motion, and all voted in favor. Mr. Brody requested that the topic of dividing the Employee Benefit Fund with a new Trees and Beautification Fund be added to the agenda. It was generally agreed that this topic should be added to the agenda for the June 2024 Regular Meeting of the Board of Trustees.

The Board reviewed 3 provided photos as options for the cover of the 2024/25 Annual Report. Trustee Mooney moved to have the photo of blooming trees at the Silver Fork Restaurant on the front cover of the coming Annual Report. Trustee MacLaurin seconded the motion. It was confirmed that we had approval to print this photo. Trustee MacLaurin moved to have a photo of bear Cubs taken at the Inn at Manchester printed inside the Report. Ms. Johnson confirmed that this photo would be printed in color. Trustee Lewis seconded the motion, and all voted in favor.

The board then discussed bids received for upcoming projects. It was confirmed that Peckham was the least expensive of the paving bids; however, the board had already determined that Ways Lane would be patched this year instead of fully paved.

As only one bid had been received for the culvert project on Union Street, the amount of that bid was used to determine the budget for this project. The board determined that when additional bids are received, they will be compared to the one already opened with the lowest price bid being considered over the any others received.

Ms. Johnson presented a grant opportunity with the Preservation Trust of Vermont. Prerequisites for the application of this grant include Board support which, along with the deadline of May 24, 2024 prompted the urgency of this consideration by the Board. It was noted the Board could make a final decision on whether to accept the grant when/if it is formally provided. It was noted that the grant would be a good fit for some recently considered projects. Trustee Mooney voted to approve the completion of the application for pre-approval of this grant. Trustee Lewis seconded the motion, and all voted in favor. It was confirmed that Mr. VanDerWielen would complete/submit the application prior to the deadline.

The health of recently planted trees by the Village was discussed. It was determined that they seem to be coming along well but it that it would not hurt to have a tree expert provide feedback on whether feeding of these trees would benefit their health/protect the Village investment. Tree Warden Lewis was asked to speak to a tree expert on the Village’s behalf.

The Board then reviewed an application for a fireworks display at 54 Sargeant lane to be held on May 25th 2024. Mr. VanDerWielen noted that the consent of the neighbors was not included with this permit application. It was also confirmed that there was a letter approving the display from the Town of Manchester Fire Department. Mr. Brody noted that the display company was not licensed by the state of Vermont and that there may be concerns regarding insurance coverage. Trustee Lewis moved to have Mr. VanDerWielen approve the permit conditional on the receipt of written confirmation of notification from the neighbors. Trustee Mooney seconded the motion, and all voted in favor.

The Board then continued discussion on the 2024/25 Budget. Line items previously flagged for final discussion by the Treasurer and Ms. Johnson were reviewed. After all budget line items had been reviewed and discussed, Ms. Johnson provided a total budget of $989,305.70 with an amount to be raised by taxes of $552,705.70. Mr. Brodie and Ms. McClintock provided possible tax rates noting that a firm tax rate would not be available until the Town of Manchester provides Grand List information (likely at the Annual Meeting.) Trustee Mooney voted to pass the budget as provided by Ms. Johnson. Trustee MacLaurin seconded the motion, and all voted in favor.

There being no further business before the Board of Trustees, the meeting was adjourned at 2:14 pm.

Respectfully Submitted,

Missy Johnson