



**VILLAGE OF
MANCHESTER
VERMONT**

Memorandum

NOTICE OF REGULAR MEETING

AND

REGULAR MEETING AGENDA

VILLAGE OF MANCHESTER

BOARD OF TRUSTEES

PLEASE TAKE NOTICE the **VILLAGE OF MANCHESTER BOARD OF TRUSTEES** will hold a **REGULAR MEETING** at **4:30 P.M.** on **WEDNESDAY, SEPTEMBER 11th 2024**, at the **VILLAGE OFFICES**, located at 45 Union Street, on the following matters:

1. Approval of the Agenda
2. Approval of the Draft Meeting Minutes for the Regular Meeting held August 5th, 2024
3. Monthly Reports
 - a. Road Commissioner (Jim Lewis)
 - b. Tree Warden (Jim Lewis)
 - c. Zoning Administrator (Curan VanDerWielen)
 - d. Treasurer & Tax Collector (Sarah McClintock)
 - e. Clerk (Donald Brodie)
4. Possible Appointment of Scott Swinarton to the Board of Trustees – until the next Annual Meeting
5. Review of the Development Review Board’s Recommendation and Possible Appointment of Nan Forti to the Design Advisory Committee – a 1-year term
6. Possible Approval of the Finding of the Hiring Committee for Curan VanDerWielen as Interim Town Manager
7. Possible Approval of the Finding of the Hiring Committee for the Hiring of a Village Bookkeeper
8. Discussion and Vote on Itinerant Vendor Permit Application for Fleur Farm at 4363 Main Street



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9. Discussion and Vote on Special Event Permit Application for The Orvis Company at 4180 Main Street
10. Discussion and Possible Vote on Changes to Permit Fees Structure, Multiple Categories
11. Old Business
12. New Business
13. Executive Session to Discuss Personnel Matters
14. Adjournment

Curan VanDerWielen
Zoning Administrative Officer
Dated: September 9th, 2024

Join via Zoom at:

<https://us02web.zoom.us/j/82731049455?pwd=zFPzRBSa8mlXfqgasf5SqiVbR13Pf6.1>

Meeting ID: 827 3104 9455
Passcode: 873545