TOWN OF MORRISTOWN SELECTBOARD
MEETING NOTICE & AGENDA
COMMUNITY MEETING ROOM
On Zoom and at 43 Portland St. Morrisville, VT 05661
6:00 PM Tuesday, January 17, 2023

This meeting will be held both remotely and in person. Available options to watch or join the meeting:

- WATCH: the meeting will be live streamed on the Town GMATV YouTube Channel.
- JOIN ONLINE: Join Zoom Meeting. See below for login information if using phone audio.
- JOIN BY PHONE: Join via conference call (audio only): 1 (646) 558-8656 | Meeting ID: 810 342 4528
- PROVIDE FULL NAME: For minutes, please provide your full name whenever prompted.
- CHAT DURING MEETING: Please use the "Chat" to request to speak, only.
- RAISE YOUR HAND: Click on the hand button or use the "Chat" feature to request to speak.
- MUTE YOUR MICROPHONE: When not speaking, please mute your microphone on your computer/phone.

I. CALL SELECTBOARD MEETING TO ORDER

II. AGENDA CHANGES/ADDITIONS

III. APPROVE MINUTES

1. Approve minutes of 1-3-23

IV. LIQUOR CONTROL

V. NEW BUSINESS

1. Review draft Annual Town Meeting warning
2. Discuss mailing ballots for March 7, 2023 Annual Town Meeting
3. Accept Steven Foster's resignation from Planning Council
4. Accept Laura Streets resignation from the Development Review Board
5. Discuss moratorium on housing
6. Discuss Planning Council request to form a housing committee
7. Discuss Billing for paramedic intercept
8. Discuss Elmore EMS subscription
9. Review highway mileage certificate
10. Discuss Class 4 road policy

VI. OLD BUSINESS

1. Finalize 2023-2024 Budget

VII. APPROVE WARRANTS

VIII. TOWN ADMINISTRATOR'S REPORT

IX. SELECTBOARD CONCERNS

X. COMMUNITY CONCERNS

XI. OTHER BUSINESS

XII. ADJOURN

SELECTBOARD MEETING MINUTES
OF JANUARY 3, 2023

Members: Bob Beeman, Judy Bickford, Brian Kellogg, Don McDowell, Jessica Graham

Absent:

ADMINISTRATION and STAFF: Eric Dodge, Town Administrator; Judi Alberi, Administrator's Assistant; Kevin Barrows, Highway Superintendent; Scott Longe, Foreman; Jason Luneau, Police Chief; Tina Sweet, Finance Director; Stacey Ferriman, Assistant Finance Director; Bill Mapes*, EMS Chief; Todd Thomas*, Zoning/Planning Director.

PARTICIPANTS/GUESTS:Tom Cloutier, Kristin Marriott, Barry Russo, Sheild Tarbox, Tony Cote, Laura Streets, Cathy Chaffee*, Mary Ann Wilson*, Chris Audi*

**participating via Zoom*

CALL SELECTBOARD MEETING TO ORDER
Bob Beeman called the Selectboard Meeting to order at 6:01PM at the Tegu Building.

AGENDA CHANGES/ADDITIONS
Under Liquor control add: Review of Tobacco License
Under Old Business add; Phase II Construction revised motion

APPROVE MINUTES

1. **Approve Minutes 12-19-22**
   Motion made by Brian Kellogg to approve the minutes of December 19, 2022. Motion seconded by Don McDowell. Motion carried (5/0) with amendments.

   Jess Graham asked to change the "?" to a "." on page 2, second paragraph "It was discussed about who will pay for the balance if the grant does not cover the complete cost."
   Jess Graham asked to add to Selectboard comments: amended budget schedule every other Monday and would like to see the regularly scheduled meetings longer.

2. **Approve Minutes 12-27-22**
   Motion made by Brian Kellogg to approve the minutes of December 27, 2022. Motion seconded by Judy Bickford. Motion carried. (4/0). Judy Bickford abstained.

LIQUOR CONTROL

1. **Big Intelligence Group DBA Wild Legacy Cannabis**

On a motion by Judy Bickford, motion seconded by Brian Kellogg, the Selectboard recessed their regular meeting to meet as the Board of Liquor Control at 6:05PM. Motion carried. (5/0)

Motion made by Brian Kellogg to approve tobacco license for Big Intelligence Group DBA Wild Legacy Cannabis. Motion seconded by Judy Bickford. Motion carried. (4/1) Jess Graham against

Jess Graham expressed concerns due to the proximity to schools in the area.

On a motion by Brian Kellogg, motion seconded by Judy Bickford, the Selectboard came out of Liquor Control at 6:10PM. Motion Carried. (5/0)

OLD BUSINESS

1. **Phase II Construction Revised Motion**

The order of the agenda changed during the meeting to accommodate this needed motion prior to moving on to the budget overview.

Motion made by Don McDowell to approve the construction proposal in the amount of $116,019.96 from Donny Blake Jr., Inc for the second phase of the second floor of the Tegu Building and authorize Bob Beeman to sign the acceptance of agreement. Funds will be utilized from the Municipal Building Fund. Motion seconded by Judy Bickford. Motion carried. (5/0)

NEW BUSINESS

1. **Budget Overview**

Tina Sweet applied the suggested changes by Eric Dodge and the Selecboard from the meeting of December 27, 2022 and presented the Selectboard with the revised budget. After approximately 1/2 million dollar cuts to the overall budget, the Selectboard is looking at an increase in the overall budget of approximately over 32%. The previous Selectboard had given the former Town Administrator specific guidance on keeping the rate of increase for the budget very low, which has shown to have stalled the growth of local government structure.

The salaries and benefits for staff are more than approximately 54% of the budget. The cost of living adjustment is 8.7% for 2022, which is the largest the town has seen in a long time. The cost of utilities and services such as fuel, propane, electricity, road salt etc... are also very high and are areas that the town has no control over, yet we must have these services to operate daily. A budget increase of 32% does not equate to a 32% increase in property taxes.

Chief Luneau presented data in support of his request for a new police officer. From 2020 - 2021, the Morristown Police Department saw an increase of 13% in the number of service calls and from 2021 - 2022 an increase of 25% in service calls. In an informal roll call, the Selectboard is in agreement with Chief Luneau to hire a new police officer.

One of the proposed cuts discussed was the Assistant Zoning Administrator. Todd Thomas is the only staff member that currently works in the Zoning/Planning Department for the Town. Eric Dodge has

expressed concerns that Todd is a "one person show" in the zoning office. If Todd was unable to come to work, there would be no qualified personnel to step into his shoes. After discussion, the Selectboard has various opinions on whether an assistant should be hired, maybe bring in an assistant January 2024.

There were concerns expressed by the citizens in attendance along with Selectboard members addressing the issue of educating the town citizens that have not been attending the budget meetings over the past 3 months. Chair Bob Beeman and Eric Dodge will be meeting with Tommy Gardiner from News and Citizen to clarify to the town citizens the budgetary process, and how the budget increase affects taxpayers through a newspaper article.

The Selectboard members will digest this information and bring the Budget discussion back on January 17th agenda for further consideration.

APPROVE WARRANTS

Motion made by Brian Kellogg to approve the warrants. Motion seconded by Judy Bickford. Motion carried. (5/0)

TOWN ADMINISTRATOR'S REPORT

Eric attended the Legislature's breakfast at the GMTCC this morning. Great meeting with lots of good information.

SELECTBOARD CONCERNS

Don McDowell - Breakfast with legislature's as well. Thanked Eric for speaking up in regards to budget increase for 2023. Theft's in downtown Morrisville is a concern. Thanks to utility companies for acting quickly and getting services turned back on after many lost power. Thanks for having more citizens here this evening.
Judy Bickford - Thanks for MW&L
Jess Graham - Thanks for getting the streets cleaned up and the hours put in after the recent holiday storm
Brian Kellogg - Thanks for working on this hard budget and getting the streets cleaned up after the recent holiday storm.
Bob Beeman - Echo all - thanks the highway crew for getting everything cleaned up so quickly and removing a fallen tree in the road near his driveway.

Eric Dodge - Spent time with Scott Johnstone today and Scott expressed gratitude to our highway crew for helping out the MW&L during the recent storm.

COMMUNITY CONCERNS

Community concerns were expressed regarding the budget increase and helping to inform the citizens that will be voting. Concerns were expressed that the budgetary process is hard to understand, especially if you have not attended meetings. There are a few citizens that would like all the articles on the Australian ballot. There was discussion surrounding the mailing of all ballots. There is data supporting the fact that more citizens return mailed out ballots than attend in-person voting.

OTHER BUSINESS

None

ADJOURN

Motion made by Don McDowell to adjourn. Motion seconded by Judy Bickford. Motion carried. (5/0)

Meeting adjourned at 7:52PM
Submitted and filed this January 4, 2023
Judi Alberi, Scribe

Please note all minutes are in Draft form and are subject to approval at the next Selectboard meeting.

WARNING
TOWN OF MORRISTOWN ANNUAL TOWN MEETING
MARCH 7, 2023

AUSTRALIAN BALLOT VOTING

The legal voters of the Town of Morristown are hereby warned and notified to meet in the Morristown Municipal Building, 43 Portland Street in said Town on March 7, 2023, at 8:00 a.m. to transact the following business by Australian ballot:

ARTICLE 1: To elect Selectboard Members of the Town of Morristown:
Selectboard Member for a term of three (3) years
Selectboard Member for a term of two (2) years

Notice is hereby given that the polls will open at 8:00 am on Tuesday, March 7, 2023 and will close at 7:00 pm.

The legal voters of the Town of Morristown are further notified that voter qualification, registration and absentee voting relative to said annual meeting shall be as provided in Chapters 43, 51 and 55 of Title 17, Vermont Statutes Annotated.

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TRADITIONAL TOWN MEETING

The legal voters of the Town of Morristown are hereby warned and notified to meet in the Peoples Academy High School Gym, 202 Copley Avenue in said Town on March 7, 2023 at 9:00 to transact the following business from the floor:

ARTICLE 2: To elect a Town Moderator for the year ensuing.

ARTICLE 3: To elect all Town Officers required by law:
Town Clerk for a term of three (3) years
Town Treasurer for a term of three (3) years
Lister for a term of three (3) years
Trustee of Public Funds for a term of three (3) years
Library Trustee term of five (5) years
Library Trustee term of five (5) years

ARTICLE 4: Shall the voters establish a reserve fund to be called the Unallocated Reserve Fund to replace both the General Fund Unallocated Reserve Fund and the Highway Fund Unallocated Reserve Fund in an amount not to exceed 10% of the prior year's operating budget be used for covering unanticipated revenue shortfalls and to pay unanticipated expenditures, in accordance with 24 V.S.A. §2804?

ARTICLE 5: Shall the voters establish a reserve fund to be called the Municipal Building Capital Reserve Fund to be used for the purposes of the construction or improvement of municipal buildings and deposit approximately $988,887.37 from the general fund surplus created from former ARPA funds to fund this reserve fund, in accordance with 24 V.S.A. §2804?

DRAFT

ARTICLE 6: Shall the voters establish a reserve fund to be called the Bridge and Highway Infrastructure Reserve Fund to be used for the purposes of the construction or improvement of bridges and highway infrastructure and deposit approximately $306,450.42 from the current bridge account to fund this reserve fund, in accordance with 24 V.S.A. §2804?

ARTICLE 7: Shall the voters authorize total fund expenditures for operating expenses of $XXXXX, of which $XXXXX shall be raised by taxes and $XXXXX by non-tax revenues?

ARTICLE 8: Shall the voters authorize the construction of sidewalks on Jersey Way, any remaining balance should be used for sidewalk operating expenses in an amount not to exceed Two-Hundred Thousand Dollars ($200,000) to be financed over a period not to exceed five years?

ARTICLE 9: Shall the voters authorize the purchase of an ambulance and power stretcher in an amount not to exceed Three-Hundred Thirty-Five Thousand Dollars ($335,000) to be financed over a period not to exceed five years?

ARTICLE 10: Shall the voters authorize payment of real and personal property taxes in two equal installments, with the due dates being November 15, 2023 and May 15, 2024 by physical delivery to the Town Treasurer before 4:00 pm on that date or delivery to the Municipal Office postmarked on or before that date?

ARTICLE 11: Shall the voters authorize raising taxes equal to one (1) cent on the Grand List to be dedicated to a Morristown Fire Department Capital Equipment Fund?

ARTICLE 12: Shall the voters authorize raising taxes equal to one (1) cent on the Grand List to be dedicated to a Morristown Highway Department Capital Equipment Fund?

ARTICLE 13: Shall the voters authorize raising taxes equal to one-half (1/2) cent on the Grand List to be dedicated to the Noyes House Museum Repair and Maintenance Fund?

ARTICLE 14: Shall the voters authorize raising taxes equal to one-half (1/2) cent on the Grand List to be dedicated to the Morristown Conservation Commission Fund?

ARTICLE 15: Shall the voters authorize raising taxes equal to one-half (1/2) cent on the Grand List to be dedicated to the Bridge and Highway Infrastructure Reserve Fund?

ARTICLE 16: Shall the voters appropriate a sum of $86,969 for the following service agencies, pursuant to 24 V.S.A §2691?

$ 900	Capstone Community Action
2,900	Central Vermont Adult Basic Education (CVABE)
2,500	Central Vermont Council on Aging (CVCOA)
1,750	Clarina Howard Nichols Center
1,000	Justice for Dogs
2,500	Lamoille County Civic Association
5,000	Lamoille County Food Share
1,000	Lamoille County Habitat for Humanity
3,900	Lamoille County Mental Health/Community Connections
4,000	Lamoille Day Services

DRAFT

4,000	Lamoille Economic Development Council (LEDC)
3,000	Lamoille Family Center
15,681	Lamoille Home Health and Hospice
1,000	Lamoille Housing Partnership
1,500	Lamoille Restorative Center
3,375	Lamoille County Special Investigation Unit
10,000	Meals on Wheels of Lamoille County
1,000	North Country Animal League (NCAL)
1,000	Retired Senior Volunteer Program (RSVP)
10,000	River Arts
10,963	Rural Community Transportation (RCT)

ARTICLE 17: To transact any non-binding business.

Dated this 30th day of January 2023

By the Selectboard of the Town of Morristown:

_____ _____

Robert Beeman Jr Jessica Graham

_____ _____

Judy Bickford Donald McDowell

_____

Brian Kellogg

Attest:

_____

Sara Haskins, Town Clerk

Received, filed and recorded this 30th day of January 2023

DRAFT

Model Language to move to Australian ballot/ Change Date

Vote whether to use Australian ballot to elect officers
Shall the Town of Morristown elect its town officers by Australian ballot pursuant to 17 V.S.A. § 2680(b)?

Vote whether to use Australian ballot for budget articles
Shall the Town of Morristown adopt all budget articles by Australian ballot pursuant to 17 V.S.A. § 2680(c)?

Vote whether to use Australian ballot for public question(s)
Shall [insert name of municipality] vote on all public questions by Australian ballot pursuant to 17 V.S.A. § 2680(d)?

Change the date of town meeting*
The town may vote to start its annual meeting on any of the three days immediately preceding the first Tuesday in March as follows:

Shall the town change the date of its annual town meeting to the [insert "first" "second" or "third"] day preceding the first Tuesday in March pursuant to 17 V.S.A. § 2640(b)?

Note: If the town votes changes the date of town meeting to one of the three days immediately preceding the first Tuesday in March, it may transact at that time any business not involving voting by Australian ballot. A meeting so started shall be adjourned until the first Tuesday in March.

Change the time of town meeting*
The town may vote to change what time town meeting begins, otherwise the time is set by the selectboard:

Shall the town change the start time of town meeting to [insert time] pursuant to 17 V.S.A. § 2655?

Judith Alberi

From: Todd Thomas
Sent: Friday, January 13, 2023 9:38 AM
To: Judith Alberi
Subject: FW: Resignation

From: steve foster <stevenpfoster@gmail.com>
Sent: Monday, January 9, 2023 10:57 AM
To: Etienne Hancock <etiennehancock@gmail.com>
Cc: Todd Thomas <tthomas@morristownvt.org>; Eric Dodge <edodge@morristownvt.org>
Subject: Resignation

Dear Mr Chairman ,

Please accept this letter of resignation from the Morrisville Planning Council, effective immediately. It has been a pleasure serving this board and the Community. I'm proud of what we have been able to accomplish in the last several years but now must make time for other pursuits in my life. I look forward to continuing to serve our community in other ways. I leave knowing that this board is in good hands, thank you for your time and your commitment to our Town.

Sad to go,
Steven P Foster

From: Laura Streets <laura.streets12@gmail.com>
Sent: Friday, January 13, 2023 8:44 AM
To: Todd Thomas <tthomas@morristownvt.org>; Gary Nolan (garynolanvt@gmail.com) <garynolanvt@gmail.com>
Subject: Resignation from DRB

Hi Todd and Gary,
Notice that I am resigning from DRB.
I would like to recommend Donnie Blake for the position. I have spoken with him and he is willing to be nominated for the position.
If we can fill the spot without any interruption to the process for the Feb Meeting that would be great. However if March 1st allows for a smoother transition for the approval process, I am happy stay on till then.
Please advise how you would like to proceed.
Thank you. It has been a pleasure serving and working with you both.
Laura Streets

Planning Council
PO Box 748
Morrisville, VT 05661

Phone: (802) 888-6373
Fax: (802) 888-6377

14 December 2022

Dear Members of the Selectboard,

With the 2022 Zoning Bylaw update complete, the Planning Council turned its attention to the Implementation Chapter of the Town Plan that the Legislative Bodies approved last spring. At the last two meetings, Council Members focused on approved Town Plan Objectives with less than a one-year time horizon for completion. There are about a dozen of these 1-year Objectives in the Town Plan, and the Selectboard shares ownership responsibility for approximately half of them. A simple 1-year Objective in the Town Plan that the Selectboard can easily accomplish at its next meeting is as follows:

Town Plan Year One Objective (Selectboard)
The Plan supports the Selectboard creating a housing committee that is charged with promoting the creation of all forms of new housing, including new affordable housing, and suggesting what incentives might be offered to help developers secure more housing.

The above objective simply requires the Selectboard vote to create a Housing Committee and fill it with a cross section of Lamoille County residents and stakeholders who express interest in serving thereon. The Planning Council hopes that the Housing Committee can help with ideas and or policies to quell the recent imbalance between housing supply and demand, with the goal of ensuring that housing in our community remains accessible to a broad spectrum of incomes. The production of **various forms of housing** will be needed to accomplish this, while maintaining the Town Plan and State of Vermont goals of compact villages surrounded by agricultural land, low density residential development, and open space. The Council also hopes the Housing Committee can ensure that the new housing being created includes appropriate public amenities at the time of permitting (ex. sidewalk connectivity to ensure the walkability of our Village) while fully complying with the agreed upon goals in our Town Plan..

Thanks again for your attention and consideration of acting on this agreed upon Town Plan Objective.

Sincerely,

Etienne Hancock, Chair
Morrisville/Morristown Planning Council

District 6
Certcode 0807-0

CERTIFICATE OF HIGHWAY MILEAGE
YEAR ENDING FEBRUARY 10, 2023

Fill out form, make and file a copy with the Town Clerk, and submit the Mileage Certificate on or before February 20, 2023 to: Vermont Agency of Transportation, Division of Policy, Planning and Intermodal Development, Mapping Section via email to: aot.mileagecertificates@vermont.gov or if necessary via mail to: VTrans PPAID - Mapping Section, 219 North Main Street, Barre VT 05641.

We, the members of the legislative body of MORRISTOWN ***in*** LAMOILLE ***County on an oath state that the mileage of highways, according to Vermont Statutes Annotated, Title 19, Section 305, added 1985, is as follows:***

PART I - CHANGES TOTALS - Please fill in and calculate totals.

Town Highways	*Previous Mileage*	*Added Mileage*	*Subtracted Mileage*	*Total*	*Scenic Highways*
Class 1	3.053				0.000
Class 2	15.410				0.000
Class 3	73.75				0.000
State Highway	14.756				0.000
Total	**106.969**				**0.000**
* *Class 1 Lane*	0.405				
* *Class 4*	9.39				0.000
* *Legal Trail*	1.11				

* *Mileage for Class 1 Lane, Class 4, and Legal Trail classifications are NOT included in total.*

PART II - INFORMATION AND DESCRIPTION OF CHANGES SHOWN ABOVE.

1. ***NEW HIGHWAYS: Please attach Selectmen's "Certificate of Completion and Opening".***

2. ***DISCONTINUED: Please attach SIGNED copy of proceedings (minutes of meeting).***

3. ***RECLASSIFIED/REMEASURED: Please attach SIGNED copy of proceedings (minutes of meeting).***

+0.03 mi CL3 TH-23 (Walton Rd) reconfigured T intersection to Y at TH-7

See Attached

4. ***SCENIC HIGHWAYS: Please attach a copy of order designating/discontinuing Scenic Highways.***

IF THERE ARE NO CHANGES IN MILEAGE: Place an X in the box and sign below. ☐

PART III - SIGNATURES - PLEASE SIGN.

Signatures of Selectmen/ Aldermen/ Trustees: _____

_____ _____

_____ _____

Signature of T/C/V Clerk: _____ ***Date Filed:*** _____

Please sign ORIGINAL and return it for Transportation signature.

AGENCY OF TRANSPORTATION APPROVAL: ***Signed copy will be returned to T/C/V Clerk.***

APPROVED: ***DATE:***

Representative, Agency of Transportation

State of Vermont Chartered in 1781

MORRISTOWN

CERTIFICATE OF HIGHWAY MILEAGE
YEAR ENDING FEBRUARY 10, 2023

3. RECLASSIFIED/REMEASURED:

The intersection of TH-23 & TH-7 has been remapped to reflect the Y-intersection.

Belanger Lane, TH-122 is changed from provisional to permanent.

Pope Meadow Dr., TH-123 is changed from provisional to permanent.

Town of Morristown Road Policy

A. Classification of Highways

All Highways in Morristown are classified as Class 1, 2, 3 & 4. The classification of highways and the acceptance thereof as town roads is governed by 19 VSA Chap 3, §302.

B. General Policies Roads & Acceptance as Town Roads

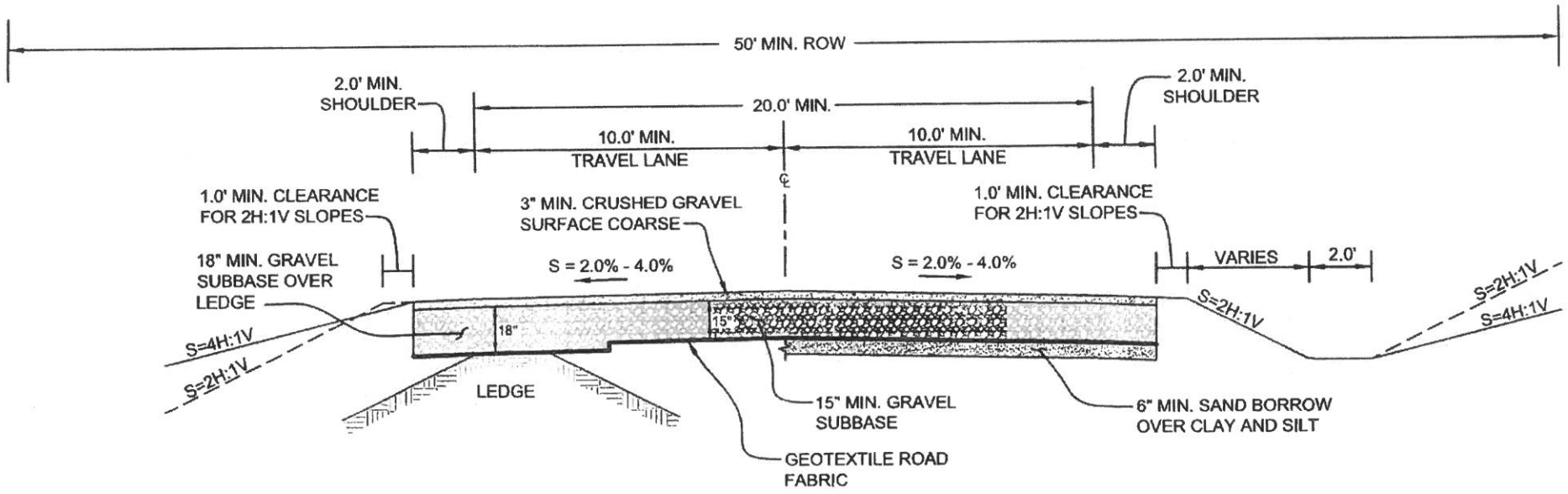
1. **Road Construction Expenses:** All expenses, legal or otherwise, shall be borne by the applicant in the process of laying out, constructing, and improving proposed highways that are to become town roads, including constructing driveways, putting up signs and installing roadway and driveway culverts and signs.
2. **Road Acceptance Expenses:** All expense incurred by the town in connection with a request for Road Acceptance shall be borne by the applicant. These include, but are not limited to, public warning and legal fees for review of surveys and deeds.
3. **Road Improvements Needed for Acceptance:** The applicant shall demonstrate a clear work plan that shall be approved by the Selectboard for any work needed to bring a private road into compliance with the Road Specifications found in §C.
4. **New Town Roads Shall Promote Public Good:** Any road put up for acceptance shall be found by the Selectboard to benefit all abutting landowners and promote the public good.
5. **Waiting Period for Road Acceptance:** No proposed road will be accepted by the Selectboard as a town highway until said road, upon completion, has been placed in service and used by the public as a thoroughfare for at least one year.
6. **Town Road Maintenance Limited:** For any new road accepted as a town road, the town shall only be responsible for the maintenance of the paved surfaces, including ice and snow removal and shall not be responsible for maintaining the road's stormwater system or absorbing the cost of any associated State stormwater fees.
7. **Class 4 Road Maintenance:** ~~The town will not provide improvements or maintenance to Class 4 roads not presently maintained. Private improvements to a Class 4 roadway require prior permission from the Selectboard. Class 4 roads that are currently maintained will not be maintained beyond the current level of repair.~~ *See Appendix 3.*
8. **Selectboard Approval of New Subdivision Roads:** The Selectboard shall determine if new development roads meet the standards found below in §C prior to the Development Review Board granting §750 Final Plat Approval, also as specified in the Morristown Subdivision & Zoning Bylaws. The Selectboard shall also name said road at this same time.
9. **Dead-End Roads Not Town Roads:** Dead ends roads must have 5 or more completed structures, must be a minimum of 1000 feet in length, and must also have a minimum of a 100-foot turning radius or an approved hammer head turnaround. There must also be a deeded area for a snow dump. Exceptions to this rule shall be determined on a case-by-case basis through consultation with highway department with final approval by the Selectboard.
10. **Substandard Roads to Remain Private:** Development roads that the Selectboard determines not to meet the standards contained in §C of this policy shall be conditioned in the subdivision approval as "to remain private in perpetuity" with such language added as a deed restriction for each subdivision lot.

11. **Downgrading Substandard Roads:** The existing town road network shall be reviewed by the Selectboard, in consultation with the village & town road foremen, at least every 5 years to determine if dead-end roads that do not serve a public purpose should be downgraded or discontinued.
12. **Recording Roadway Changes Required:** Any change in a road classification or layout shall be recorded in the Land Records.
13. **Legal Trails:** A trail is a public right-of-way that is not maintained and is not a public highway. A trail is often a previously designated town highway having the same width as the designated town highway, or a lesser width if so designated; or a new public right-of-way laid out as a trail by the Selectboard for the purpose of providing access to abutting properties or for recreational use.

C. **Road & Access Standards**

1. **Rural Road Specifications:** Town roads located in Rural Residential Agricultural (RRA) Zone shall have a gravel surfaced a be a minimum of 20 feet wide plus a two-foot-wide shoulder on each side of the road. The construction of said roads shall match the cross-section shown in Appendix 1.
2. **Urban Road Specifications:** Town roads located in all zones including all business zones, shall be paved with bituminous concrete and be at least 24 feet wide. The construction of said roads shall match the cross-section shown in Appendix 2.
3. **Private Road Minimum Specifications:** Private roads built to less than town road standards that provide access to three or more properties shall have a minimum width of 16 feet, be passable in all seasons by a standard car and be paved or gravel depending on the underling zoning of the area per the Rural or Urban Specifications found above. Access roads to two or less properties shall be determined to be private driveways and shall not be required to meet either the Urban or Rural cross-sections and shall not be serviced as town roads.
4. **Road Right-Of-Way:** All proposed roads shall have a minimum 50-foot right-of-way. The traveled roadway shall be in the center of said right-of-way.
5. **Maximum Grade:** The centerline grade of new town roads shall not exceed 10%.
6. **Road Intersections:** New roads shall meet existing roads at a 90° angle for 75 feet measured from the intersecting centerlines. This first 75 feet of new roadway from said intersection shall have a grade of no more than 5% and be paved in the instance when a new gravel road intersects a paved road to prevent washboarding. New road intersections shall be located at least 125 feet from any existing road intersection on the same side of the road and line up with any existing intersection on the opposite side of the road or maintain at least the same minimum 125-foot buffer distance.
7. **Road & Driveway Culverts:** Road culverts shall be constructed of steel and shall be at least 15 inches in diameter or larger, depending on hydraulic need, as determined by the applicable road foreman and not less than 40 feet in length. Driveway culverts shall be constructed of steel and shall be at least 15 inches in diameter or larger, as determined by the applicable road foreman and not less than 30 feet in length. The Town will install driveway culverts inside the Town right-of-way, but the Town shall not be responsible for the acquisition cost of any driveway culvert or replacement thereof.
8. **Access Permits Required for access to Town Roads:** Any person wishing to gain a new access onto a town highway must first obtain a permit from the Zoning Administrator prior to building a driveway or cutting a curb.

9. **One Access point per Parcel:** Each parcel is only allowed one Access Permit for a single curb cut / driveway. A second driveway / curb cut shall only be allowed on a parcel when existing structures are located more than 250 apart or when severe topography or wetland exists or a making a portion of the subject property that is desired to be used inaccessible from the primary curb cut.
10. **Access Secondary Frontage:** When a property has frontage on more than one roadway, the curb cut shall be directed to secondary roadway and away from the primary roadway. Said curb cut may only be located on the primary roadway when the secondary road frontage is illusory due to natural features such as severe topography, wetlands, etc.
11. **Road Cut Permit Required:** Any individual requesting to excavate or work in a town right-of-way must submit a road cut permit application to the Selectboard for approval. Road cuts shall not be permitted between November 1st and May 1st.
12. **Driveways & Parking Areas:** The access width of driveways & parking areas that enter upon a town road shall have a maximum width of 20 feet for residential uses or a maximum width of 40 feet for commercial uses. New driveways and parking areas shall slope away from the town road and not drain stormwater thereon.
13. **Sidewalks:** Sidewalks shall accompany Roads as directed by the Morristown Sidewalk Policy, as drafted by the Planning Council, approved by the Selectboard, and required by the Development Review Board or Zoning Administrator.



GENERAL NOTES FOR TOWN RURAL ROADS:

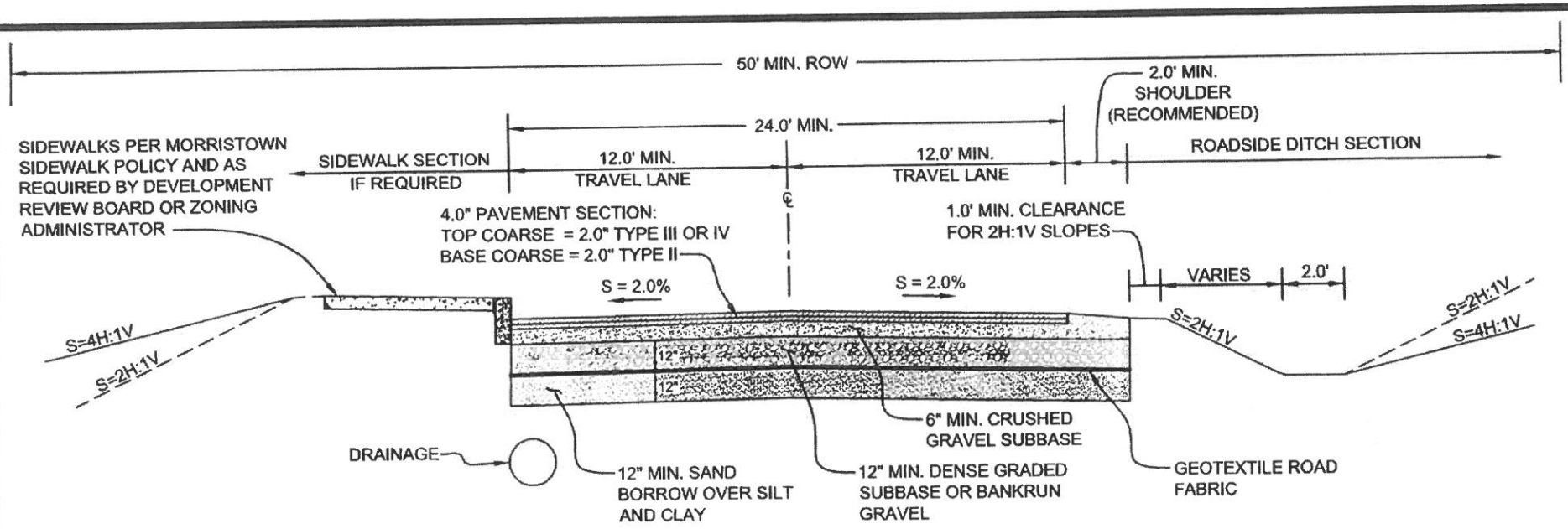
1. SAND CUSHION LAYER, GRAVEL SUBBASE, AND CRUSHED GRAVEL SURFACE COARSE SHOULD BE CONSTRUCTED TO THE DIMENSIONS SHOWN IN ACCORDANCE WITH CURRENT VTRANS STANDARD SPECIFICATIONS FOR CONSTRUCTION.
2. ALL EXPOSED/DISTURBED EARTH SHALL BE SEEDED AND MULCHED.
3. DITCHES WILL RECEIVE THE FOLLOWING TREATMENTS BASED ON THEIR SLOPES:
   - 0 - 1% SEED AND MULCH
   - 1 - 3% EROSION CONTROL MATTING AND SEED
   - 3%-10% TYPE I STONE FILL WITH MIN. 1.0' DEPTH
4. HORIZONTAL CURVATURE: MINIMUM RADIUS OF CURVATURE FOR NORMAL CROWN OR SUPERELEVATED (BANKED) CURVES SHALL BE PROVIDED PER "A POLICY ON GEOMETRIC DESIGN OF HIGHWAYS AND STREETS" BY AASHTO.

State of Vermont — Chartered in 1781
MORRISTOWN

Appendix 1:
Town of Morristown Road Policy

Rural Road Typical Cross Section

Effective: Oct. 1 2019	DWG.#: 1	SCALE: 1"= 5'	DRN.:SJD	CHK.:TT



GENERAL NOTES FOR TOWN URBAN ROADS:

1. BITUMINOUS CONCRETE PAVEMENT, SAND CUSHION LAYER, GRAVEL SUBBASE, AND BANKRUN GRAVEL SHOULD BE CONSTRUCTED TO THE DIMENSIONS SHOWN IN ACCORDANCE WITH VAOT STANDARD SPECIFICATIONS FOR CONSTRUCTION.
2. ALL EXPOSED/DISTURBED EARTH SHALL BE SEEDED AND MULCHED.
3. DITCHES, WHEN INCLUDED IN THE ROAD DESIGN, WILL RECEIVE THE FOLLOWING TREATMENTS BASED ON THEIR SLOPES:
   - 0 - 1% SEED AND MULCH
   - 1 - 3% EROSION CONTROL MATTING AND SEED
   - 3%-10% TYPE I STONE FILL WITH MIN. 1.0' DEPTH
4. HORIZONTAL CURVATURE: MINIMUM RADIUS OF CURVATURE FOR NORMAL CROWN OR SUPERELEVATED (BANKED) CURVES SHALL BE PROVIDED PER "A POLICY ON GEOMETRIC DESIGN OF HIGHWAYS AND STREETS" BY AASHTO.
5. WHERE CURB AND SIDEWALKS ARE NOT REQUIRED, 2' ROAD SHOULDERS ARE RECOMMENDED. FOR URBAN ROADS WITH NO SIDEWALKS OR A SIDEWALK ONLY ON 1 SIDE, ROAD DITCHES AND CUT/FILL SLOPES SHALL BE PROVIDED PER THE RURAL ROAD TYPICAL SECTION IN APPENDIX 1.

State of Vermont — Chartered in 1781
MORRISTOWN

Appendix 2:
Town of Morristown Road Policy

Urban Road Typical Cross Section

Effective: Oct. 1 2019	DWG.#: 1	SCALE: 1"= 5'	DRN.:SJD	CHK.:TT

APPENDIX 3
CLASS 4 HIGHWAY POLICY

A. Maintenance by the Town

The Selectboard will maintain Class 4 Highways only as the personnel and financial resources of the Town allow and only to the extent such maintenance is required by the necessity of the Town, public good and the convenience of the inhabitants of the Town, or as may be required by Vermont Pollution Discharge Elimination System General Permit 3-9040.

B. Private Improvement of Class 4 Highways

1. No person shall alter, repair, or improve a Class 4 Highway without a written Improvement Permit issued by the Selectboard.
2. A person may apply for an Improvement Permit using the Permit Application form provided by the Selectboard. The application shall be in writing and shall be signed by the applicant. The application shall include project plans detailing all work to be performed, all materials required for construction, and estimated quantities of such materials. A completed application must be submitted to the Selectboard at least 30 days before work is scheduled to begin.
3. The Selectboard may approve, approve with conditions, or deny an Improvement Permit. If an Improvement Permit is approved, any alteration, repair, maintenance, or improvement authorized the Permit shall be performed in conformance with the terms of the Permit. All work authorized under a Permit shall be performed in a good and workmanlike manner at the Permittee's sole cost and expense.
4. All alterations, repairs, or improvements of a Class 4 Highway authorized under an Improvement Permit shall be constructed in accordance with the Town of Morristown Roads Policy (Section C. Road and Access Standards) and Vermont Pollutant Discharge Elimination System General Permit 3-9040 for Stormwater Discharges from Municipal Roads, Sections 6.2, 6.3.1, and 6.3.2.
5. The Selectboard may attach conditions to the Improvement Permit and require the applicant to post a surety bond or damage deposit with the Town in an amount that reflects reasonable estimates of work that may be necessary in the event of noncompliance with these standards or the Permit or in the event that the work is not completed by the Permittee.
6. The Permittee shall be responsible for obtaining all other State, Federal, and local permits, permissions, licenses and/or approvals required to perform any work under the Improvement Permit.
7. While performing any work under the Improvement Permit, the Permittee, and/or Permittee's construction contractors, shall maintain Commercial General Liability insurance coverage with a policy limit of at least $1,000,000 per occurrence and $2,000,000 in aggregate, naming the Town as

an additional insured. Before commencing work, the Permittee shall provide the Selectboard certificates of insurance to show that these coverages are in effect.

8. By acceptance of the Improvement Permit, the Permittee agrees to defend, indemnify, and hold the Town, its officers, officials, employees, and volunteers harmless from any and all claims, injuries, damages, losses or suits including attorney fees, arising out of or in connection with the performance of the activities authorized under the Permit.
9. The Permittee shall notify the Selectboard within two (2) of days after work authorized under the Permit is completed. Thereafter, before the release of any surety bond or damage deposit, the Selectboard or its designee shall conduct a final inspection to determine if the work has been completed in accordance with the requirements of the Permit.

C. Private Winter Maintenance of Class 4 Highways

1. No person shall undertake winter maintenance (e.g., snow plowing, sanding) of a Class 4 Highway without a written Winter Maintenance Permit issued by the Selectboard.
2. A person may apply for a Winter Maintenance Permit using the Permit Application form provided by the Selectboard. The application shall be in writing and shall be signed by the applicant. A fee of $50 shall be paid at the time the application is submitted. A completed application must be submitted annually to the Selectboard at least 15 days before work is scheduled to begin.
3. The Selectboard may approve, approve with conditions, or deny a Winter Maintenance Permit. If a Winter Maintenance Permit is approved, any alteration, repair, maintenance, or improvement authorized the Permit shall be performed in conformance with the terms of the Permit. All work authorized under a Winter Maintenance Permit shall be performed in a good and workmanlike manner at the Permittee's sole cost and expense.
4. The Selectboard may attach reasonable conditions to the Winter Maintenance Permit and require the applicant to post a surety bond or damage deposit with the Town in an amount that reflects reasonable estimates of repairs that may be necessary in the event of noncompliance with the provisions of the Permit.
5. While performing any work under the Winter Maintenance Permit, the Permittee, and/or Permittee's contractors, shall maintain Commercial General Liability insurance coverage with a policy limit of at least $1,000,000 per occurrence and $2,000,000 in aggregate, naming the Town as an additional insured. Before commencing work, the Permittee shall provide the Selectboard certificates of insurance to show that these coverages are in effect.
6. By acceptance of the Winter Maintenance Permit, the Permittee agrees to defend, indemnify, and hold the Town, its officers, officials, employees, and volunteers harmless from any and all claims, injuries, damages, losses or suits including attorney fees, arising out of or in connection with the performance of the activities authorized under the Permit.
7. Any winter plowing of a Class 4 Highway authorized by the Selectboard under a Winter Maintenance Permit shall not nullify the snowmobiling privileges under 23 V.S.A. § 3206(b)(2).

TOWN OF MORRISTOWN
CLASS 4 HIGHWAY IMPROVEMENT PERMIT APPLICATION

APPLICANT INFORMATION

Name: _____

Date: _____

Address: _____

Phone: _____ Email: _____

PROJECT INFORMATION

Name of Road: _____

Project Description: _____

_____

_____

_____

_____

NOTE: This application must include project plans detailing all work to be performed, all materials required for construction and estimated quantities of such materials. Attach additional sheets as necessary.

Any alterations, repairs, or improvements of a Class 4 Highway authorized under this Improvement Permit must be constructed in accordance with Vermont Agency of Transportation Standard A-76 for Town and Development Roads and Vermont Pollutant Discharge Elimination System General Permit 3-9040 for Stormwater Discharges from Municipal Roads, Sections 6.2, 6.3.1, and 6.3.2. The Permit holder is solely responsible for the costs of the approved work and for obtaining all other State, Federal, and local permits, permissions, licenses, and approvals required to perform any work under this Permit.

While performing any work under this Permit, the Permittee, and/or Permittee's construction contractors must maintain Commercial General Liability insurance coverage with a policy limit of at least $1,000,000 per occurrence and $2,000,000 in aggregate, naming the Town as an additional insured. Before commencing work, the Permittee shall provide the Town certificates of insurance to show that these coverages are in effect.

_____ APPROVED _____DENIED

Conditions: _____

_____

_____

Surety Bond/Damage Deposit Amount: _____

Selectboard Chair

Signature: _____ Date: _____

By acceptance of the Improvement Permit, the Permittee agrees to defend, indemnify, and hold the Town, its officers, officials, employees, and volunteers harmless from any and all claims, injuries, damages, losses or suits including attorney fees, arising out of or in connection with the performance of the activities authorized under the Permit.

Accepted and Agreed: _____ Date:_____

Adopted this _____ day of _____, 20___.

Selectboard for the Town of Morristown

_____ _____

Bob Beeman, Selectboard Chair **Judy Bickford, Selectboard Vice Chair**

_____ _____

Brian Kellogg, Selectboard Member **Jessica Graham, Selectboard Member**

_____

Don McDowell, Selectboard Member

Original policy approved & adopted on 19 August 1985
Substantially revised policy approved on 28 September 2015 & effective 1 November 2015
Amended December 17, 2018
Amended August 12, 2019
Amended January __, 20__

DRAFT DRAFT

TOWN OF MORRISTOWN

Budget Overview - as of 1/12/23

Article	2021-22 VOTED Budget	2022-23 VOTED Budget	**2023-24 PROPOSED Budget**	Voted % of Change
General Government	$ 2,070,316	$ 2,234,914	$ 3,070,615	
General Government Revenue	$ (813,945)	$ (774,411)	$ (766,786)	
Total	$ 1,256,371	$ 1,460,503	$ 2,303,829	57.7%
Police Department	1,391,688	1,628,828	2,011,372	
Police Revenue	(14,500)	(69,631)	(141,091)	
Total	1,377,188	1,559,197	1,870,281	20.0%
Fire Department	353,425	362,333	376,412	
Fire Revenue	-	-	-	
Total	353,425	362,333	376,412	3.9%
EMS Department	665,148	802,244	881,359	
EMS Revenue	(234,600)	(216,400)	(298,200)	
Total	430,548	585,844	583,159	-0.5%
Highway Department	2,485,323	2,786,622	3,660,119	
Highway Revenue	(214,750)	(427,950)	(248,350)	
Total	2,270,573	2,358,672	3,411,769	44.6%
Paving	190,000	190,000	190,000	0.0%
Sand & Gravel	140,000	100,000	-	0.0%
Total OPERATING BASE Budgets	**$ 6,018,105**	**$ 6,616,549**	**$ 8,735,450**	**32.0%**
Special Warning Items				
Fire Dept Capital Equip. Fund (1¢)	$ 65,234	$ 66,143	$ 67,757	2.4%
Highway Dept Capital Equip. Fund (1¢)	$ 65,234	$ 66,143	$ 67,757	2.4%
Noyes House - Restoration (1/2¢)	$ 32,617	$ 33,072	$ 33,879	2.4%
Conservation Commission Fund (1/2¢)	$ -	$ 33,072	$ 33,879	2.4%
Bridge & Highway Infrastructure Fund (1/2¢)	$ -	$ -	$ 33,879	100.0%
Sidewalk Article	$ -	$ -	$ 44,200	100.0%
Purchase Ambulance	$ -	$ -	$ 37,500	100.0%
Paving - Australian Ballot - $500,000 - 5 years	$ -	$ 104,700	$ -	0.0%
Bridge Replacement - Australian Ballot - $510,000 -1	$ -	$ 58,000	$ -	0.0%
Total Special Warning Items	**$ 163,085**	**$ 361,130**	**$ 318,851**	-11.7%
Sub-Total Town Budget	**$ 6,181,190**	**$ 6,977,679**	**$ 9,054,301**	29.8%
Appropriations				
Service Agencies	$ 101,969	$ 101,969	$ 86,969	-14.7%
	$ 101,969	$ 101,969	$ 86,969	-14.7%
Veterans Exemption	$ 9,120	$ 9,120	$ 9,120	
Total Appropriations	**$ 111,089**	**$ 111,089**	**$ 96,089**	-13.5%
Total Warned	**$ 6,292,279**	**$ 7,088,768**	**$ 9,150,390**	29.1%
		$ 796,489	**$ 2,061,622**	Increase

DRAFT DRAFT

1/12/2023 @ 10:12 AM