



**TOWN OF MORRISTOWN SELECTBOARD
MEETING NOTICE & AGENDA
COMMUNITY MEETING ROOM**

On Zoom and at 43 Portland St. Morrisville, VT 05661
5:30 PM Monday, May 1, 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.
- RAISE YOUR HAND: Click on the hand button 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 4-3-23
2. Approve minutes 4-4-23
3. Approve minutes 4-6-23
4. Approve minutes 4-19-23
5. Approve minutes 4-27-23

IV. NEW BUSINESS

1. Discuss bids Walton Road bridge
2. Discuss adopting Selectboard Rules of Procedure

V. OLD BUSINESS

1. Review Class IV Road Policy

VI. APPROVE WARRANTS

VII. TOWN ADMINISTRATOR'S REPORT

1. Thank you card from Senator Welch

VIII. SELECTBOARD CONCERNS

IX. COMMUNITY CONCERNS

X. OTHER BUSINESS

1. Executive Session - Personnel
2. Executive Session - Legal

XI. ADJOURN



**SELECTBOARD MEETING MINUTES
OF APRIL 3, 2023**

Members: Judy Bickford, Don McDowell, Laura Streets, Travis Sabataso

Absent:

ADMINISTRATION and STAFF: Eric Dodge, Town Administrator; Judi Alberi, Administrator's Assistant; Kevin Barrows, Highway Superintendent; Dennis DiGregorio, Fire Chief; Jason Luneau, Police Chief; Tina Sweet, Finance Director; Paula Beattie, Human Resources Director; Sara Haskins, Town Clerk/Treasurer; Mitzi Fleming*, Assistant Town Clerk/Treasurer; Tricia Follert, Community Dev. Coordinator; Bill Mapes, EMS Chief

PARTICIPANTS/GUESTS: Chris Palermo, Dennis Smith, Theron Matthews, Steven Ireland, Martin Green, Laura Green, Mary Lou Nichols, Rob Moore, Tony Cote, Sheila Tarbox, Dave Goodlin, Brent LaBree, Bethany Salvas, Garrot Huren, Charles Burnham, Thomas Moog, Richard Craig, Jonathan Modgar, Jamie Jaret, Jerry Throne, Evelyn Throne, Alexander Cyr, Dale Touchette, Garret Hirschak, Martha Battle, Dave Goodlin, Rebekah Carney

**participating via Zoom*

CALL SELECTBOARD MEETING TO ORDER

Judy Bickford called the Selectboard Meeting to order at 5:36PM at the Tegu Building.

AGENDA CHANGES/ADDITIONS

Add Soulmate Brewing pavement cut application

APPROVE MINUTES

1. Approve minutes 3-20-23

Motion made by Travis Sabataso to approve the minutes of March 20, 2023. Motion seconded by Don McDowell. Motion carried. (4/0)

NEW BUSINESS

1. Public input request for improvements at VT 100A and Stafford Ave

Theron Mathews and Steven Ireland from McFarland Johnson, a multi-discipline consulting firm, was hired by the Vermont Agency of Transportation to evaluate improvements at the intersection of Rte 100A and Stafford Ave due to safety concerns. Theron is seeking support from the Town of Morristown to conduct a more thorough investigation of this intersection. There have been 10 accidents over the past 3 years at this intersection. The research is being financially supported by Vtans. The Selectboard is in favor of continued research.

Motion made by Don McDowell to write a letter in support of the continued research at the

intersection of Route 100A/StaffordAve by McFarland Johnson. Motion seconded by Laura Streets. Motion carried. (4/0).

2. Approve Oxbow Park Field Use Applications

Tom Moog, owner of Moogs for the past 12 years in Morrisville is looking to continue with his music in the Oxbow Park events: July 29th Summer Jam 73, August 19th Oxbow Music Festival and September 19th Keep on growing. Moogs will be catering alcohol at these events. Chief Luneau met with Tom Moog and has no concerns.

Motion made by Laura Streets to approve all three events as presented. Motion seconded by Don McDowell . Motion carried (4/0).

3. Soulmate Brewing pavement cut application

Soulmate Brewing needs to connect to the power box by the post office which comes out at the back of Demars building and Jonathan is looking to connect his power to that box. He will need to cut through the pavement near the parking area of the Demars building.

Motion made by Don McDowell to approve the pavement cut by Soulmate Brewing. Motion seconded by Travis Sabataso. Motion carried. (4/0).

4. Accept Resignation from Scott Longe - Highway Foreman

Motion made by Don McDowell to accept Scott Longe's resignation as the Highway Foreman, effective March 31st, 2023, with regrets. Motion seconded by Laura Streets. Motion carried. (4/0).

5. Accept Resignation from Peter Hughes - PT Police Officer

Motion made by Don McDowell to accept Peter Hughe's resignation as a part-time Police Officer, effective March 30th, 2023, with regrets. Motion seconded by Travis Sabataso. Motion carried. (4/0).

6. Accept Resignation from Samual Johnston - PT Paramedic

Motion made by Don McDowell to accept Samual Johnston's resignation as a part-time paramedic, effective March 18th, 2023, with regrets. Motion seconded by Laura Streets. Motion carried. (4/0).

7. Accept Resignation from Gervais Fitz - PT Paramedic

Motion made by Don McDowell to accept Gervais Fitz resignation as a part-time Paramedic, effective March 27th, 2023, with regrets. Motion seconded by Travis Sabataso. Motion carried. (4/0).

8. Accept Resignation of Patric Saad - FT Police Officer

Motion made by Don McDowell to accept Patric Saad's resignation as a full-time Police Officer, effective March 31st, 2023, with regrets. Motion seconded by Laura Streets. Motion carried. (4/0).

9. Approve hiring Derek Small as the FT Highway Foreman, Step 9 at \$27.13 per hour

Kevin Barrows was part of the interview process for Derek Small and supports the hiring of Derek. Derek has been with the town for almost 5 years as a tech 3 with grader experience. He has been Scott's go to guy and was the only internal applicant.

Motion made by Don McDowell to hire Derek Small as the Highway Foreman, step 9 at \$27.13 per hour. Motion seconded by Laura Streets. Motion carried. (4/0).

10. Approve adding Gervais Fitz as a MEMS volunteer.

Motion made by Laura Streets to add Gervais Fitz as MEMS volunteer. Motion seconded by Don McDowell. Motion carried. (4/0).

11. Approve hiring Kelly Mayo as a PT Paramedic at \$20.68 per hour

Bill Mapes, EMS Chief, spoke to Kelly Mayo and Hunter Tallman's experience and value to the town.

Motion made by Don McDowell to hire Kelly Mayo as a PT Paramedic at \$20.68 per hour. Motion seconded by Laura Streets. Motion carried. (4/0).

12. Approve hiring Hunter Tallman as a PT EMT at \$17.87 per hour

Motion made by Don McDowell to hire Hunter Tallman as a PT EMT at \$17.87 per hour. Motion seconded by Laura Streets. Motion carried. (4/0).

13. Appoint Pound Keeper

Jason Luneau reached out to Jason McArthur who is willing to serve as pound keeper.

Motion made by Travis Sabatase to appoint Jason McArthur as Pound Keeper. Motion seconded by Don McDowell. Motion carried. (4/0).

OLD BUSINESS

1. Budget Revisions

The Selectboard was given a revised budget which reduced the overall budget to 16.4%. There was a request by the board to bring the budget to 14%. Tina Sweet has spoken with the auditors and the town can apply \$80,000 from the Fund balance, which will reduce the budget by approximately 1%. The auditors felt that the Fund balance is healthy enough to withstand \$160,000 - \$240,000 to be used to lessen the tax burden on the citizens. It is not good fiscal policy to use the Fund Balance to lessen the tax burden, but these are unprecedented times. Laura Streets discussed the Recreation Coordinator position being a non-essential need and keeping that position part time. This stirred up a lot of discussion both for and against the idea of keeping it part-time from residents and Morristown staff. Laura also mentioned that she would like to see \$5,000 stay in the budget for an assistant to run Zoom for Planning Council and Development Review Board. Don McDowell would also like to see the \$5,000 stay in the budget for zoom help as well.

Citizens were still very concerned about the wages of the town employees being out of line with what they could afford. Paula Beattie, Human Resources Director, has done extensive research and the salary/wages of town employees are still not up to par with other municipalities and government employees. Paula will update her research and bring it back to the citizens and the Selectboard members on April 24th. Tina Sweet mentioned that the salary/wages increase for all town employees only amounts to just under 4% of the budget.

The direction of the Selectboard is to have more research on wages done and research into how much of the Fund balance the town can use to lower the tax burden. Also, the financial impact of staggering start dates for full-time vacancies.

APPROVE WARRANTS

Motion made by Don McDowell to approve the warrants. Motion seconded by Laura Streets. Motion carried. (4/0)

TOWN ADMINISTRATOR'S REPORT

Eric was on vacation for two weeks and was so impressed with how well Tina had worked with Department Heads to get the budget to 16.2%. Very impressed with how comfortable he felt that his teams could carry on in his absence with confidence.

SELECTBOARD CONCERNS

Travis Sabatase - The budget needs to be put into laypeople terms and get some outreach and education to the citizens in order for the budget to pass. The interviews for the 5th selectboard member are warned as potential executive session interviews and Travis is opposed to closed interviews, he would like them open to the public.

Laura Streets - Met with Bill Mapes, EMS Chief and Jason Luneau, Chief of Police - Laura was very impressed with the caliber of these folks. Is hopeful that we can someday have grant funding for a training facility for EMS.

Don McDowell - reminder of how lucky we are to have the caliber of this staff in the Town of Morristown. Roads are well taken care of, the community is safe due to police, EMS and fire, folks are working hard.

Judy Bickford - shared stories of how Eric Dodge goes above and beyond his job duties to help the citizens of this town. Thanks the staff for all the work they have been doing.

COMMUNITY CONCERNS

Citizens had comments regarding the floor vote on April 18th and the salaries/wages of town employees. The roads in our town need grading due to spring weather and rain and discussions around the selectboard candidates and who they are.

OTHER BUSINESS

None

ADJOURN

Motion made by Don McDowell to adjourn. Motion seconded by Laura Streets. Motion carried. (4/0)

Meeting adjourned at 8:04pm

Submitted and filed this April 7th, 2023 .

Judi Alberi, Scribe

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



SELECTBOARD MEETING MINUTES OF APRIL 4, 2023

Members: Judy Bickford, Don McDowell, Travis Sabatase, Laura Streets

Absent:

ADMINISTRATION and STAFF: Judi Alberi, Administrator's Assistant;

PARTICIPANTS/GUESTS: Dan McLaughlin, Tony Cote, Yvette Mason*, Phil Lacoss, Christopher Redder, Anah Witt, James Brosseau

*by phone

CALL SELECTBOARD MEETING TO ORDER

Judy Bickford called the Selectboard Meeting to order at 6:00PM at the Tegu Building.

AGENDA CHANGES/ADDITIONS

Add the following candidates for interviews:

- 5. Anah Witt 7:20pm
- 6. Christopher Redder 7:40pm
- 7. James Brosseau 8:00pm

NEW BUSINESS

1. Selectboard Candidates:
 1. Dan McLaughlin 6pm
 2. Tony Cote 6:20pm
 3. Yvette Mason 6:40pm
 4. Phil Lacoss 7pm
 5. Anah Witt 7:20pm
 6. Christopher Redder 7:40pm
 7. James Brosseau 8pm

Judy Bickford announced the names of the candidates that would be interviewed this evening.

OTHER BUSINESS

1. Possible Executive Session - 1 V.S.A. § 313(a)(3)
Motion made by Don McDowell to go into Executive Session because he finds that premature general public knowledge would clearly place the public body, or a person involved at a substantial disadvantage. Motion seconded by Laura Streets. Motion carried (3/1). Travis Sabatase voted no.

Jamie Brewster read the attached statement.

Motion made by Don McDowell to go into Executive Session to discuss the appointment or employment or evaluation of a public officer or employee subject to T1 V.S.A. § 313 (a)(3). To include: Dan McLaughlin, Tony Cote, Yvette Mason by phone, Phillip LaCoss, Anah Witt, Christopher Redder, & James Brosseau. Motion was seconded by Laura Streets. Motion carried. (4/0)

Motion made by Don McDowell to come out of Executive Session. Motion seconded by Laura Streets. Motion carried. (4/0)

ADJOURN

Motion made by Don McDowell to adjourn. Motion seconded by Travis Sabatano. Motion carried. (4/0)

Meeting adjourned at 8:37pm

Submitted and filed this April 7, 2023 .

Judi Alberi, Scribe

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



**SELECTBOARD MEETING MINUTES
OF APRIL 6, 2023**

Members: Judy Bickford, Don McDowell, Travis Sabataso, Laura Streets

Absent:

ADMINISTRATION and STAFF: Eric Dodge, Town Administrator; Judi Alberi, Administrator's Assistant;

PARTICIPANTS/GUESTS: Richard Craig, Charles Burnham, Sarah Waterman Manning, Chris Palermo

CALL SELECTBOARD MEETING TO ORDER

Judy Bickford called the Selectboard Meeting to order at 6:02PM at the Tegu Building.

AGENDA CHANGES/ADDITIONS

None

NEW BUSINESS

1. Selectboard Candidates
 1. Charles Burnham 6pm
 2. Richard Craig 6:20pm
 3. Chris Palermo 6:40pm
 4. Sarah Waterman Manning 7pm

Judy Bickford announced the candidate names for interviews.

OTHER BUSINESS

1. Possibly Executive Session - Interviews

Motion made by Don McDowell to go into Executive Session because he finds that premature general public knowledge would clearly place the public body, or a person involved at a substantial disadvantage. Motion seconded by Laura Streets. Motion carried (4/0)

Motion made by Don McDowell to go into Executive Session to discuss the appointment or employment or evaluation of a public officer or employee subject to T1 V.S.A. § 313 (a)(3). To include: Charles Burnham, Richard Craig, Sarah Waterman Manning, & Chris Palermo. Motion was seconded by Laura Streets. Motion carried. (4/0)

Motion made by Don McDowell to come out of Executive Session. Motion seconded by Travis Sabataso. Motion carried. (4/0)

2. Possibly appoint Selectboard Member - 8pm

Motion made by Don McDowell to appoint Chris Palermo to the Selectboard which was vacated by Bob Beeman until March 2024. Motion seconded by Laura Streets. Motion carried (3/1) Judy Bickford voted against.

ADJOURN

Motion made by Don McDowell to adjourn. Motion seconded by Travis Sabataso. Motion carried. (4/0)

Meeting adjourned at 8:57pm

Submitted and filed this April 7, 2023 .

Judi Alberi, Scribe

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



SELECTBOARD MEETING MINUTES OF APRIL 19, 2023

Members: Judy Bickford, Don McDowell, Chris Palermo, Laura Streets, Travis Sabatase

Absent:

ADMINISTRATION and STAFF: Eric Dodge, Town Administrator; Kevin Barrows, Highway Superintendent; Dennis DiGregorio, Fire Chief; Jason Luneau, Police Chief; Tina Sweet, Finance Director; Paula Beattie, Human Resources Director; Sara Haskins, Town Clerk/Treasurer; Bill Mapes, EMS Chief; Anna McCormick, Recreation Coordinator; Mitzi Fleming, Assistant Town Clerk/Assistant Treasurer*, Stacey Ferriman, Assistant Finance Director*, Tricia Follert, Community Development Coordinator*

PARTICIPANTS/GUESTS: Tom Cloutier, Cynthia Cloutier, Dennis Smith, David Campbell, Daniel McLaughlin, David Ring, Gary Briggs, Sheila Tarbox, Tony Cote, Kristin Marriott, Charles Burnham, Prudy Newton, Joanne Godfrey, Christy Snipp, Richard Craig, Stephanie Craig*, Nancy Banks, Evelyn Throne, Jerry Throne, Brent Labree II, Richard Cote, Tyler Machia*, Joanne Davis*, Kathy Chaffee*, Jamie Jaret, Jamie Brewster, Stephanie Hoffman, Robert Bortree, Ed Lowenton

**participating via Zoom*

CALL SELECTBOARD MEETING TO ORDER

Judy Bickford called the Selectboard Meeting to order at 5:35 PM at the Tegu Building. She introduced and welcomed new Board member Chris Palermo. She also thanked Sara Haskins, Mitzi Fleming & Elizabeth Chase in the Town Clerks Office, Shap Smith as moderator, the Board of Civil Authority, Peter Guihan, Green Mountain Access and the staff at Peoples Academy for their hard work in running the final floor town meeting the night before.

AGENDA CHANGES/ADDITIONS

Add approve warrants

NEW BUSINESS

1. Reveiw LEMP for Approval

Eric Dodge presented the annual Local Emergency Management Plan (LEMP) that outlines how the municipal government will coordinate support from an Emergency Operations Center in case of an emergency. Updating the plan is a standard annual process and there are typically no major changes made to it unless directed by the Vermont Emergency Management or Lamoille County Planning Commission. Only small tweaks have been made to last year's plan as suggested by community members surrounding changes in personnel, a change in a business name, and adding an additional

utility company. Judy Bickford asked for pronouns to be updated in section 4.4. ***Motion made by Don McDowell to approve the Local Emergency Management Plan as presented with updates to section 4.4 . Motion seconded by Chris Palermo. Motion carried. (5/0)***

OLD BUSINESS

1. Finalize Budget

Stephanie Hoffman gave a presentation on behalf of the Morristown Centennial Library and their 2023 town appropriation request. The library recognizes the current financial climate but urged the Selectboard and voters to support fully funding the library. Stephanie shared that the proposed budget cuts for the library are not sustainable for their financial resources and the difference would need to be taken from their endowment. If the library continues to remove money from its endowment at this high rate, then it will disappear and the town will need to fully fund the library. There are five categories where the library budget is increased; four of which they have no control over, which are: electricity, propane, phones, and postage. The fifth category is payroll and there are no grants to get assistance with payroll. Stephanie also shared information regarding the value of the library and how its funding compares to other libraries in the state. The Board asked clarifying questions regarding the library and its endowment, including asking if they could have a copy of the library endowment policy. Laura Streets shared that if Morrisville Water & Light customers have solar credits that are going to expire, they can donate them to the library. Various community members spoke in favor of the library and their funding request.

Sara Haskins, Town Treasurer, presented ESTIMATE tax figures based on the proposed budget and tax rate, including an estimated 2% grand list growth prepared by Tina Sweet, Finance Director. There are two calculations, one including funding the library at their full request and a second reducing the library budget by \$74,369. The proposal for keeping the library's full funding request represents a 14.1% budget increase and an estimated 11.16% tax rate increase, whereas the second proposal for partially funding the library request represents a 13.0% budget increase and an estimated 10.07% tax increase. An estimated increase in the town tax bill for a house now appraised at \$300,00 would be an estimated \$353.10 or \$320.70 respectively with the two proposals. Tina Sweet explained that both proposals include using \$240,000 of unallocated funds. She further explained that at the 2023 annual town meeting the voters approved establishing a reserve fund in an amount not to exceed 10% of the prior year's operating budget. This amount would be roughly \$616,000 and there is close to \$900,000 in unallocated fund balance. Therefore, she, with the approval of the auditors, recommends applying \$240,000 of the unallocated fund balance to this year's budget, which would bring the fund balance down to 10% and comply with the article approved by voters, while offsetting the increased tax rate.

Paula Beatie, Human Resources Director, gave a presentation on current wages compared to other municipalities in Vermont. Paula used the 2022 VLCT Benefits & Compensation Report for comparison and found that many of the Town of Morristown employees are underpaid compared to other communities of similar size. Benefits and years of service were not taken into consideration in these figures. Paula shared that there is only one other town of a similar size that has a town administrator. All the rest have town managers, so she used a town manager payscale in her analysis. Chris Palmero shared that the major difference between the two positions is that a manager has hiring and firing authority and acts as a buffer between the Board and the staff, otherwise most of the duties are similar. Community members posed questions regarding the budget. Questions were about using the emergency funds, reducing cola, waiting until January to fill positions and the effect of reassessments and homestead payments. A community member that works for a different town spoke in favor of the importance of retaining employees, saying he had recently been offered more money to leave his

municipality and move to another one after only 6 months of experience. Anna McCorrick, Town Recreations Coordinator, spoke on behalf of the Morristown Recreation Department. Anna shared that she is currently working on redesigning the summer camp program and hiring staff. She is also holding monthly safe sitter programs and a let's go fishing program. Increasing the recreation coordinator position to full-time would allow her more time to apply for grants and create revenue programs to help offset the recreation budget. Discussion also followed regarding scholarship money for summer programming. Chris Palermo shared that not only is cola part of union contracts, but it is also part of the longevity policy that all non-union employees sign upon hiring. Eric Dodge offered the additional suggestion of not funding one highway position in the budget for this year only, as it has not been filled for two winters and Kevin Barrows has been acting as a working manager covering the open position. This would save about \$80,000 from the budget in salary and benefits and reduce the estimated tax rate increase to a little under 10% if the full library request was added back to the budget. Board debate followed surrounding whether the Board should reduce the budget by not funding the highway position or if they should use an additional \$80,000 from the unallocated reserve funds to help lower the tax impact. After much debate, ***Travis Sabatase made a motion to approve the budget as presented in the packet with two changes; the addition of \$74,369 to fund the library and the reduction of the salary and benefits of one highway department personnel. Motion seconded by Chris Palermo. Motion carried (5/0).***

2. Review draft warning for budget revote

Sara Haskins presented a draft warning for the budget revote meeting. She is recommending a date of June 6 for the vote as the school will be having a special election that day. By having the budget revote on that same day, it will save taxpayer dollars and make it easier for the voters. The Board will have a special meeting on Thursday, April 27 to sign the warning with the finalized budget figures and will also discuss creating FAQs and budget communication and outreach.

APPROVE WARRANTS

Motion made by Don McDowell to approve the warrants as presented. Motion seconded by Travis Sabatase. Motion carried. (5/0)

ADJOURN

Motion made by Travis Sabatase to adjourn. Motion seconded by Don McDowell. Motion carried. (5/0)

Meeting adjourned at 9:24 PM.

Submitted and filed this April 24, 2023.

Sara Haskins, Scribe

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



SELECTBOARD MEETING MINUTES OF APRIL 27, 2023

Members: Judy Bickford, Don McDowell, Chris Palermo, Travis Sabatase, Laura Streets*

Absent:

ADMINISTRATION and STAFF: Eric Dodge, Town Administrator; Judi Alberi, Administrator's Assistant; Mitzi Fleming*, Assistant Town Clerk/Treasurer; Stacey Ferriman*, Assistant Finance Director

PARTICIPANTS/GUESTS: Tom Cloutier, Martin Green, Mary Goderuis, Sheila Tarbox, Tony Cote, Ed Loewenton, David Ring, Kathy Chaffee*

**participating via Zoom*

CALL SELECTBOARD MEETING TO ORDER

Judy Bickford called the Selectboard Meeting to order at 6:00PM at the Tegu Building.

AGENDA CHANGES/ADDITIONS

None

NEW BUSINESS

1. Sign Warning for budget revote election

Motion made by Travis Sabatase to approve the Town Warning for the budget revote election for June 6th, 2023. Motion seconded by Don McDowell. Motion carried (4/0). Laura Streets was present on Zoom just after the vote was taken.

2. Board discussion on public outreach surrounding the budget

Judy Bickford asked the Selectboard members if they supported the budget and were going to vote for the budget. All members expressed their support and intent to vote for the budget.

Discussions surrounding the outreach to folks regarding the budget had many suggested ways of supporting this idea including: Posting FAQ to the Town Website, Front Porch Forum, Morristown Facebook Account, News & Citizen articles, and Coffee with no more than 2 board members to answer questions. Judy Bickford wants other members to be careful not to conduct business while having coffee with citizens. The board members are advocating for accurate information to be presented to the citizens. There are times when citizens' opinions are posted on Front Porch Forum and that muddies the waters and confuses citizens.

Citizens in attendance this evening were interested in discussing the salaries/wages and COLA/CPIW increases that are part of the budget. The Selectboard members listened to the concerns.

ADJOURN

Motion made by Don McDowell to adjourn. Motion seconded by Travis Sabatano. Motion carried. (5/0)

Meeting adjourned at 7:08pm

Submitted and filed this April 27, 2023 .

Judi Alberi, Scribe

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

Rules of Procedure

Morristown Selectboard

PURPOSE. The Selectboard of Morristown is required by law to conduct its meetings following the Vermont Open Meeting Law. 1 V.S.A. §§ 310-314. Meetings of the Selectboard of Morristown must be always open to the public, except as provided in 1 V.S.A. § 313. Rules of procedure is a set of rules for conducting orderly meetings that accomplish goals fairly.

APPLICATION. This policy setting forth rules of procedure shall apply to the Selectboard of Morristown, referred to below as “the body.” These rules shall apply to all regular, special, and emergency meetings of the body.

ORGANIZATION.

1. The body shall annually elect a chair and a co-chair. The chair of the body or, in the chair’s absence, the co-chair shall preside over all meetings. If both the chair and the co-chair are absent, a member selected by the body shall act as chair for that meeting.
2. The chair shall preserve order in the meeting and shall regulate its proceedings by applying these rules and making determinations about all questions of order or procedure.
3. A majority of the members of the body shall constitute a quorum. If a quorum of the members of the body is not present at a meeting, no meeting shall take place.
4. No single member of the body shall have authority to represent or act on behalf of the body unless, by majority vote, the body has delegated such authority for a specific matter at a duly noticed meeting and such delegation is recorded in the meeting minutes.
5. Motions made by members of the body do require a second. The chair of the body may make motions and may vote on all questions before the body. A motion will only pass if it receives the votes of a majority of the total membership of the body.
6. There is no limit to the number of times a member of the body may speak to a question. A member may speak or make a motion after being recognized by the chair. Motions to close or limit debate will be entertained by call the question which does not require a second.
7. Any member of the body may request a roll call vote. Pursuant to 1 V.S.A. § 312(a)(2), when one or more members attend a meeting electronically, a roll call vote is required for votes that are not unanimous.
8. Meetings may be recessed to a time and place certain.
9. These rules may be amended by majority vote of the body and must be readopted annually.

AGENDAS.

1. Each regular and special meeting of the body shall have an agenda, with time allotted for each item of business to be considered by the body. Those who wish to be added to the meeting agenda shall contact

the Town Administrator to request inclusion on the agenda. The chair shall determine the final content of the agenda.

2. At least 48 hours prior to a regular meeting, and at least 24 hours prior to a special meeting, a meeting agenda shall be posted in or near the municipal office and at the following designated public places in the municipality: Morrisville Post Office, 16 Portland Street, Morrisville, Morrisville Water & Light Department, 857 Elmore Road, Morrisville, Morristown Centennial Library, 7 Richmond Street, Morrisville. At least 48 hours prior to a regular meeting, and at least 24 hours prior to a special meeting, a meeting agenda shall be posted on www.morristownvt.org . The agenda must also be made available to any person who requests such agenda prior to the meeting.
3. All business shall be conducted in the same order as it appears on the noticed agenda, except that any addition to or deletion from the noticed agenda must be made as the first act of business at the meeting. No additions to or deletions from the agenda shall be considered once the first act of business at the meeting has commenced. Any other adjustment to the noticed agenda, for example, changing the order of business, postponing or tabling actions, may be made by majority vote of the body.

MEETINGS.

1. Regular meetings shall take place on the first and third Monday of the month at 5:30PM at Tegu Building, Community Meeting Room, 43 Portland Street, Morristown.
2. Special meetings shall be publicly announced at least 24 hours in advance by giving notice to all members of the body unless previously waived; to an editor, publisher or news director, or radio station serving the area; and to any person who has requested notice of such meetings. In addition, notices shall be posted in the municipal clerk's office and at the following designated places in the municipality: Morrisville Post Office, 16 Portland Street, Morrisville, Morrisville Water & Light Department, 857 Elmore Road, Morrisville, Morristown Centennial Library, 7 Richmond Street, Morrisville. The agenda must also be made available to any person who requests such agenda prior to the meeting.
3. Emergency meetings may be held without public announcement, without posting of notices, and without 24-hour notice to members, provided some public notice thereof is given as soon as possible before any such meeting. Emergency meetings may be held only when necessary to respond to an unforeseen occurrence or condition requiring immediate attention by the public body.
4. A member of the body may attend a regular, special, or emergency meeting by electronic or other means without being physically present at a designated meeting location, so long as the member identifies him or herself when the meeting is convened and is able to hear and be heard throughout the meeting. Whenever one or more members attend electronically, voting that is not unanimous must be done by roll call. If a quorum or more of the body attend a meeting (regular, special, or emergency) without being physically present at a designated meeting location, the agenda for the meeting shall designate at least one physical location where a member of the public can attend and participate in the meeting. At least one member of the body, or at least one staff or designee of the body, shall be physically present at each designated meeting location.

DEFINITIONS

1. Motion – A formal proposal made to bring a subject before an assembly for its consideration and action. Begins with “I move that”
2. Second – A statement by a member who agrees that the motion made by another member be considered. Stated as “Second, “or “I second the motion.”
3. Amendment – Before the vote is taken on a motion, it may be amended by:
 - Striking out words
 - Inserting or adding words
 - Striking out words and inserting others in their place
 - Substituting one (1) paragraph or resolution for another
4. Presiding Officer/Chair – The individual who facilitates the meeting, usually the Chair. In the absence of the Chair, the Co-chair is next.
5. Role of the Chair – To introduce business in proper order per the agenda, to recognize speakers, to determine if a motion is in order, to keep discussion focused on the pending motion, to maintain order, to put motions to a vote and announce results.
6. General procedure for handling a main motion:
 - A member makes a main motion
 - A motion must be seconded by another member before it can be considered
 - If the motion is in order, the Chair will restate the motion and open debate
 - The main motion is debated along with any secondary motions that are debatable.
 - Debate is closed when: discussion has ended, or a 2/3 vote closes debate.
 - The chair restates the motion, and if necessary, clarifies the consequences of affirmative and negative votes.
 - The chair calls for a vote by asking “All in favor?” “Those in favor say “Aye.” Then asking, “All opposed?” Those opposed will say “no.”
 - The chair announces the result.
7. General rules of debate:
 - All discussion must be relevant to the immediately pending question.
 - All remarks should be addressed to the chair – no cross debate is permitted
 - Debate must address issues not personalities.

PUBLIC PARTICIPATION:

1. All meetings of the body are meetings in the public, not of the public. Members of the public shall be afforded reasonable opportunity to express opinions about matters considered by the body, so long as order is maintained according to these rules.

2. At the conclusion of discussion of each agenda item, but before any action is taken by the public body at each meeting, there may be 10 minutes afforded for open public comment. By majority vote, the body may increase the time for open public comment and its place on the agenda.
3. Comment by the public or members of the body must be addressed to the chair, once they have identified themselves, and not to any individual member of the body or public.
4. Members of the public must be acknowledged by the chair before speaking.
5. If a member of the public has already spoken on a topic, he or she may not be recognized again until others have first been given the opportunity to comment.
6. Order and decorum shall be observed by all persons present at the meeting. Neither members of the body, nor the members of the public, shall delay or interrupt the proceedings or the peace of the meeting or interrupt or disturb any member while speaking. Members of the body and members of the public are prohibited from making personal, impertinent, threatening, or profane remarks. Personal remarks or side discussions during debate are out of order. Only one question at a time may be considered, and only one person may have the floor at any one time.
7. Members of the body and members of the public shall obey the orders of the chair or other presiding member. The chair should adhere to the following process to restore order and decorum of a meeting, but may bypass any or all steps when he or she determines in his or her sole discretion that deviation from the process is warranted:
 - Call the meeting to order and remind the members of the applicable rules of procedure.
 - Declare a recess or table the issue.
 - Adjourn the meeting until a time and date certain.
 - Order the constable to remove disorderly person(s) from the meeting.

ADOPTED:

Judy Bickford

Don McDowell

Christopher Palermo

Laura Streets

Travis Sabatase

Date

Town of Morristown Class 4 Roads and Legal Trails Policy

1. Class 4 Town Highways

Class 4 town highways are all town highways not falling under the statutory definitions of Class 1, 2 and 3 highways.

Class 4 highways are not maintained by the Town of Stowe to be passable on a year-round basis. The Town maintains bridges and culverts adequate for use by a standard passenger car and may perform maintenance at its discretion to allow passage during the non-winter months. A private property owner, **with approval of the Selectboard**, may choose to maintain all or a portion of a Class 4 highway to a higher standard and plow it in the winter to maintain access to their property. All requests to improve a Class 4 highway will be considered on a case-by-case basis by the Selectboard. Approval for an upgrade to all or a portion of a Class 4 highway in one part of town does not constitute a precedent and/or permission to do similar improvements for all Class 4 roads.

Class 4 highways may provide access to properties where no other road access exists. They may also serve as important access to public parking and public land available for recreational purposes or, to connect Class 3 highways by motor vehicles during non-winter months. The Selectboard may order Class 4 roads to be gated or otherwise blocked off from public travel by a motor vehicle during the winter.

Only registered motor vehicles are allowed on Class 4 town highways. Snowmobiles may be allowed by permission of the Selectboard. ATV's are prohibited on Class 4 highways.

2. Legal Trails

A Legal Trail is a public right-of-way which is not a highway, and which previously was a town highway having the same right of way width as the highway, or other 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. The primary purpose of a legal trail is to provide recreational access and with approval of the Selectboard, and occasional access for logging activities. Legal trails are not to be used to access properties for residential use.

The Town has no responsibility to maintain trails but may choose to do so for recreational or emergency management purposes. The Selectboard may order trails to be gated or otherwise blocked off from public travel by a motor vehicle during all seasons of the year.

Legal trails are to be used for non-motorized recreation only, except that snowmobiles may be allowed by permission of the Selectboard.

3. Existing Use.

Existing rights-of-way of Class 4 highways and trails as of the date of adoption of this policy shall be retained by the Town of Morristown for purposes of recreational multi-use activities, access to private property and agricultural and forest management.

4. Logging Activities.

Permission for the use of gated Class 4 highways and Legal Trails to access properties for logging activities shall not be unreasonably withheld by the Selectboard. The road or trail shall be left in as good or better condition as when permission is granted. The Selectboard may require that the logger or property owner provide temporary facilities required for the proposed logging operations and/or, place an adequate amount of funds into an escrow account to be available in the event that the logger or property owner fails to restore the road or trail to an acceptable condition.

5. Control

The Selectboard shall exercise control of Class 4 highways and trails to ensure their integrity as a public right-of-way by means which may include, but are not limited to, the following:

- Establishment of vehicle weight limits;
- Prohibition or restriction of wheeled vehicle use during mud and snow season; signs and barriers may be utilized to accomplish this purpose;
- Requirements for temporary permit for heavy equipment access may be imposed and the stipulation included that any highway damaged will be repaired by or at the expense of the user; posting of bond or other security to guarantee that repairs are made may be required as a condition of any permits;

6. Change in Classification

Class 4 highways may be discontinued, discontinued and designated as a legal trail, or reclassified to Class 3 or higher status. Trails may be discontinued or reclassified to Class 4 or higher status. Reclassification will be done in accordance with 19 V.S.A. §§ 708-716 and upon findings by the Selectboard that the public interests will be substantially advanced by such change in status and that reasonable measures are taken to replace, substitute, or avoid the loss of public and commercial travel, intrinsic aesthetic and recreational value, or other public interests afforded by the existing Class 4 highway or trail.

A Class 4 highway or trail may be reclassified or discontinued only by approval of the Selectboard. The Selectboard may provide for an alternative travel easement or right-of-way replacing the travel route upgraded or discontinued to ensure that users and landowners have uninterrupted access.

A Class 4 highway need not be reclassified to Class 3 merely because of the existence of one or more Class 3 highways with characteristics similar to the Class 4 highway. In considering whether to reclassify a Class 4 highway to Class 3, consideration may be given as to whether the increased traffic and development potential likely to result from the reclassification is desirable or is in accordance with the Morristown Town Plan.

A Class 4 highway may be reclassified to a Class 3 highway for reasons including, but not limited to, the following:

- The Town currently maintains the road to Class 3 standards.
- Increased usage of the road warrants maintaining it to Class 3 standards.
- To support a development proposal deemed beneficial to the Town. The Selectboard may

require that the petitioner bear the cost of upgrading a Class 4 town highway to the Class 3 highway.

It is the Town's policy that the Town will retain ownership of its Class 4 roads as important recreational resources. In rare instances, a Class 4 highway may be discontinued for reasons including, but not limited to, the following:

- The road is impassable or has not been maintained to Class 4 standards.
- The road does not provide needed vehicular access to any properties.
- The road essentially serves as a driveway to a private residence.
- To reduce road maintenance costs.

A Class 4 highway may be discontinued and designated as a legal trail for reasons including, but not limited to, the following:

- The road is impassable or has not been maintained to Class 4 standards.
- The road does not provide needed vehicular access to any properties.
- The only use of the road is to provide recreational access.
- To reduce road maintenance costs.

If a discontinued highway is not designated as a trail, the right-of-way shall belong to the owners of the adjoining lands.

PETER WELCH
VERMONT



April 24, 2023

Mr. Eric J. Dodge
43 Portland Street
Morrisville, VT 05661-7403

Dear Mr. Dodge, *Eric*,

Thank you for taking me on a tour of downtown Morrisville. I was impressed by all that the town and village have been able to accomplish, both creating a strong downtown, and bringing much needed housing into the community. Morrisville residents should be proud of the work they have done.

Please do not hesitate to contact my office if I can ever be of assistance with federal matters.

Sincerely,

A handwritten signature in dark ink, appearing to be "Peter Welch", written over a circular stamp.

PETER WELCH
United States Senator

Thank you