



**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 15, 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 5-1-23
2. Approve minutes 5-8-23

IV. NEW BUSINESS

1. Presentation Morristown Wellness (Chapter 13 Town Plan)
2. Community Development Update - Tricia Follert
 - a. WNL Music
 - b. Student Community Service Day
 - c. LVRT/KIOSK update
 - d. 4th of July
 - e. Green Mountain Byway
 - f. Lamoille Cancer Walk - June 24th
 - g. Doggie Day Out -Aug 13th
3. Discuss canceling Selectboard Meeting June 5, 2023
4. Waive building permit fee for Green Mountain Habitat for Humanity build on Olive Street.
5. Approve improvements to Ross Hill
6. Housing committee update
7. Approve Job Descriptions:
 - Recreation Summer Camp Counselor
 - Recreation Summer Camp Assistant Director
 - Recreation Summer Camp Director
8. Approve Desk Officers rate of pay for patrol work
9. Accept resignation Highway Tech 3 employee

10. Approve Hiring Highway Tech 2 Employee

V. OLD BUSINESS

1. Discuss Adopting Selectboard Rules of Procedure Draft VS 2
2. Review Class IV Road Policy VS 2

VI. APPROVE WARRANTS

VII. TOWN ADMINISTRATOR'S REPORT

VIII. SELECTBOARD COMMENTS

IX. COMMUNITY COMMENTS

X. OTHER BUSINESS

1. Possible Executive Session - Legal

XI. ADJOURN



SELECTBOARD MEETING MINUTES OF MAY 1, 2023

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

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; Bill Mapes, EMS Chief; Todd Baxter, Detective Lieutenant MPD; Anna McCormick, Recreation Coordinator

PARTICIPANTS/GUESTS: Tom Cloutier, Martin Green, Chris Doyle, JerryThrone, Evelyn Throne, Gary Briggs, Selina Rooney, Kenny Grimes, Sue Grimes, Ron Stancliff, Paul Green, Sheila Tarbox, Tony Cote, Ed Loewenton, Harper Phillips, Lee Labier, Yvonne Mason*

**participating via Zoom*

CALL SELECTBOARD MEETING TO ORDER

Judy Bickford called the Selectboard Meeting to order at 5:30PM at the Tegu Building.

AGENDA CHANGES/ADDITIONS

Accept resignation of Town Administrator

APPROVE MINUTES

1. Approve minutes 4-3-23

Motion made by Don McDowell to approve the minutes of April 3, 2023. Motion seconded by Laura Streets. Motion carried. (4/0) Chris Palermo abstained.

2. Approve minutes 4-4-23

Motion made by Laura Streets to approve the minutes of April 4, 2023 with amendments. Motion seconded by Don McDowell Motion carried. (4/0) Chris Palermo abstained.

Travis Sabatasso requested his vote on "Other Business - Possible Executive Session" be corrected to "aye" as he disagreed with a closed interview but voted aye on the vote.

Jamie Brewster read a statement that would be included in the minutes.

3. Approve minutes 4-6-23

Motion made by Don McDowell to approve the minutes of April 6, 2023. Motion seconded by Travis Sabatasso. Motion carried. (4/0) Chris Palermo abstained.

4. Approve minutes 4-19-23

Motion made by Travis Sabatase to approve the minutes of April 19, 2023 with spelling corrections. Motion seconded by Chris Palermo. Motion carried. (5/0)

5. Approve minutes 4-27-23

Motion made by Don McDowell to approve the minutes of April 27, 2023. Motion seconded by Chris Palermo. Motion carried. (5/0)

NEW BUSINESS

1. Discuss bids Walton Road bridge

Tyler Mumley, Mumley Engineering presented the board with the bids for the Walton Road Bridge restoration project from Blow & Cote and Walker Construction. The RFP was sent to 8 different companies and only two presented bids back to Tyler. The two bids were very comparable in the scope of work required, with the major difference being the cleaning and greasing of the steel girders. Walker Construction was much higher in that part of the project. Tyler is still waiting for a load bearing capacity analysis to come back from VHP. The bridge could possibly be out for approximately 4 months. There is money in the budget for this bridge, along with a structure grant and funds voted on by the citizens.

Tyler Mumley recommends going with Blow & Cote pending the VHP analysis.

Motion made by Chris Palermo to accept the Blow & Cote bid for the contract price of \$513,934. Motion seconded by Don McDowell. Motion carried (5/0).

2. Discuss adopting Selectboard Rules of Procedure

The board reviewed the draft version of the Selectboard Rules of Procedure. Travis Sabatase had several suggestions that were well received by other board members. Changes will be implemented to the document and reviewed at the May 15th SB Meeting. Selectboard and community members would like to see all debates remain civil and respectful.

3. Accept Eric Dodges Resignation

It is with a heavy heart that the Selectboard accepted Eric Dodge's resignation as Town Administrator. The board members spoke of Eric's unconditional love for the Town of Morristown and his ability to guide the town with a very thoughtful and steady hand. Eric's vision, vigor, street smarts and institutional knowledge leave big shoes to fill. The Selectboard was left speechless.

Motion made by Laura Streets to accept Eric Dodge's resignation letter as Town Administrator. Motion regrettably seconded by Travis Sabatase. Motion carried (3/1). Chris Palermo voted Nay. Judy Bickford abstained.

OLD BUSINESS

1. Review Class IV Road Policy

Eric Dodge presented the board with a draft version of Class IV Road Policy. In using the Town of Stowe policy as a template. Eric suggested adding in some language for agricultural use, but this would make a good starting point. Discussions from concerned citizens mentioned definition of registered vehicles, bridge repairs, road maintenance, load bearing capacity concerns, the standard by which a road is maintained by, along with notifying abutters of requested work.

Eric Dodge will make edits and bring back the document on May 15th for review.

APPROVE WARRANTS

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

TOWN ADMINISTRATOR'S REPORT

1. Thank you card from Senator Welch

A thank you card from Senator Welch was received.

There is money in the 22-23 budget for paving, so Pike is slated to put a finish coat on Garfield Rd and pave the Municipal parking lot late May to early June. The park and ride on Bridge street will also be paved along with a shim coat on Center Rd.

On May 9th there will be a Red Cross walk through to shelter sites in Morristown.

The Duhamel gravel pit is still awaiting the permit but it is coming. There will be an on-site meeting scheduled sometime in the future.

SELECTBOARD CONCERNS

Travis Sabataso - Thank you to Chief Luneau and the MPD for their work April 20-22nd

Laura Streets - Apologized for unprofessional outburst during the April 19th SB meeting and, more specifically, to Anna, for unjustly targeting her.

Judy Bickford - Apologized for not controlling the outburst at the April 19th SB Meeting

Chris Palermo - Echo Travis Sabataso thank you to the MPD - Eric Dodge spent a tremendous amount of time keeping the SB in the loop - also made sure the folks working were fed breakfast/lunch/dinner

Don McDowell - Eric Dodge's resignation is such a huge loss to the Town of Morristown. A huge shout out to the MPD for their leadership and work. Best wishes to Brian Tomlinson and his family and colleagues. Went to the Duhamel pit with Eric Dodge recently and mentioned the need for the Class 4 Road Policy for our farmers and others.

COMMUNITY CONCERNS

Community concerns were very quick this evening with a mention of too many apologies going on and so let's work together. Huge thanks to the MPD for their work April 20-22.

Jamie Brewster mentioned that he is supporting the budget being voted on June 6th.

Chief Luneau expressed his thanks to all that worked during the April 20-22 incident and a huge thanks to Eric Dodge for feeding the 40 folks that worked.

OTHER BUSINESS

Sara Haskins - thank everyone for the election - more than doubled participation - voters for patience International Clerks week this week assistant ???

1. Executive Session - Personnel

Motion made by Chris Palermo to go into Executive Session because I find that premature general public knowledge would clearly place the public body, or a person involved, at a substantial disadvantage. Motion seconded by Judy Bickford. Motion carried. (5/0)

Motion made by Chris Palermo 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 Town Administrator, Eric Dodge, Human Resources Director, Paula Beattie, Recreation Coordinator, Anna McCormick, Chief of Police, Jason Luneau, and Ron Stancliff. Motion seconded by Travis Sabataso. Motion amended to include Detective Lieutenant, Todd Baxter. Motion Carried. (5/0)

2. Executive Session - Legal

Motion made by Chris Palermo to go into Executive Session because I find that premature general public knowledge of pending or probable civil litigation or prosecution, to which the public body is or may be party, will clearly place the town at a substantial disadvantage by disclosing its negotiation strategy. Motion seconded by Laura Streets. Motion carried. (5/0)

Motion made by Chris Palermo to go into Executive Session to discuss the pending or probable litigation or prosecution under the provisions of Title 1 section 313 (a) (1) of the Vermont Statutes, to include Town Administrator, Eric Dodge. Motion seconded by Travis Sabatase. Motion Carried. (5/0)

Motion made by Don McDowell to come out of the executive session. Motion seconded by Travis Sabatase. Motion carried. (5/0)

ADJOURN

Motion made by Travis Sabatase to adjourn. Motion seconded by Judy Bickford. Motion carried. (5/0)

Meeting adjourned at 9:07pm

Submitted and filed this May 5, 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 MAY 8, 2023

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

Absent:

ADMINISTRATION and STAFF: Eric Dodge, Town Administrator; Judi Alberi, Administrator's Assistant; Jason Luneau, Police Chief; Paula Beattie, Human Resources Director; Sara Haskins, Town Clerk/Treasurer;

PARTICIPANTS/GUESTS: Sheila Tarbox, Tony Cote, Jerry Throne, Evelyn Throne, Gary Briggs, Martin Green, Laura Green, Kathy Chaffee*, Tom Cloutier*

**participating via Zoom*

CALL SELECTBOARD MEETING TO ORDER

Judy Bickford called the Selectboard Meeting to order at 5:30PM at the Tegu Building.

AGENDA CHANGES/ADDITIONS

None

NEW BUSINESS

1. Outline process for hiring a new Town Administrator

Paula Beattie, Human Resources Director, discussed the hiring process she had begun to implement for the Town Administrator(TA) position. Paula recommended a hiring panel consisting of Sara Haskins, Judi Alberi, Kevin Barrows, Tina Sweet, Jason Luneau, the 5 member Selectboard and herself. Paula had placed the advertisement in several places. Being budget sensitive, Paula looked to the board to spend the \$600 on the ICMA ad which the Selectboard agreed to. Paula has the deadline for resumes active until May 19th but will extend the deadline should it be necessary based on resumes received.

There was some interest from the community members and some board members to have community involvement during the selection/interview process. If interviews are in executive session, are community members held to the same standard as the employees when it comes to confidentiality? What would the process look like with community involvement? The Selectboard discussed the idea and ultimately decided that 2 community members would be involved to some degree to be determined as the selection process moves forward.

The community stressed the importance of taking time to hire a TA. The TA is the most significant position in the town and it is crucial to hire the right candidate. The Selectboard heard the citizens concerns.

Motion made by Don McDowell to include Sara Haskins, Judi Alberi, Tina Sweet, Kevin Barrows, Jason Luneau, Paula Beattie, 2 community members and the Selectboard members to represent the hiring committee. Motion seconded by Travis Sabatasso . Motion carried (5/0).

OTHER BUSINESS

1. Possible Executive Session - Legal at 6:30pm

Motion made by Don McDowell to go into Executive Session because I find that premature general public knowledge of pending or probable civil litigation or prosecution, to which the public body is or may be party will clearly place the town at a substantial disadvantage by disclosing its negotiation strategy. Motion seconded by Chris Palermo. Motion carried. (5/0)

Motion made by Don McDowell to go into Executive Session to discuss the pending or probable litigation or prosecution under the provisions of Title 1 section 313 (a) (1) of the Vermont Statutes, to include Town Administrator, Eric Dodge, Peter Jones, & Denise Twombly. Motion seconded by Chris Palermo. Motion carried. (5/0)

Motion made by Don McDowell to come out of Executive Session. Motion seconded by Laura Streets. Motion carried. (5/0)

ADJOURN

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

Meeting adjourned at 8:40pm

Submitted and filed this May 9, 2023 .

Judi Alberi, Scribe

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

Proposed Morristown Ad-Hoc Wellness Committee

We propose the creation of a wellness committee to **1)** meet the [2022-2030 Town Plan](#) Implementation Plan Objectives related to the wellness chapter that includes the creation of such committee, **2)** collaborate with local partners in health related (physical, mental, behavioral) and health promotion adjacent fields to support the alignment of community wellness and the objectives of the 2022-2030 Town Plan and **3)** Facilitate alignment of wellness objectives with the Morristown Declaration of Inclusion adopted in 2022. **4)** initiate a process for public meetings and outreach surveys to gather public input. It is the goal of this proposed committee to meet regularly with designated municipal official(s) to make recommendations that will not result in any additional taxpayer expense, outside of what is already identified in the 2022-2030 Town Plan.

An additional objective in the 2022-2030 Town Plan is to create a subcommittee related to Substance Prevention, Treatment and Recovery. Healthy Lamoille Valley has created a community planning [Toolkit](#) designed to focus on building community protective factors and reducing risk factors. Through this Toolkit, communities engage in a visioning process for health and wellness and identify protective strategies towards the goal of reducing youth misuse of alcohol, tobacco, cannabis and prescription drugs, while supporting efforts to help youth make healthy substance-free choices. There are many factors, including on family and individual levels, that impact youth substance misuse. The purpose of this Toolkit, however, is to focus on the community, policy and systems levels. This toolkit is also designed to follow Morristown's [Declaration of Inclusion](#) and therefore encourages thinking about who is most affected by health inequity, inclusive stakeholder involvement and intentional planning/strategic thinking.

One approach to addressing health and wellness in a community is to consider the 3-4-50 framework. [3-4-50](#) is a simple but powerful way to understand and communicate the overwhelming impact of chronic disease in Vermont. **3-4-50** represents **3 behaviors** – lack of physical activity, poor nutrition and tobacco use – that lead to **4 chronic diseases** – cancer, heart disease/stroke, type 2 diabetes and lung disease – resulting in more than **50 percent** of all deaths in Vermont.

To create meaningful change, commitment is needed from all corners of Vermont: businesses, schools and colleges, cities and towns, and individual Vermonters. 3-4-50 can inspire action at all levels, building a foundation for longer and healthier lives for Vermonters, and reduce the escalating costs to treat preventable diseases.

Thank you in advance for your time and attention to this report and your consideration to the initial steps of this proposed wellness committee.

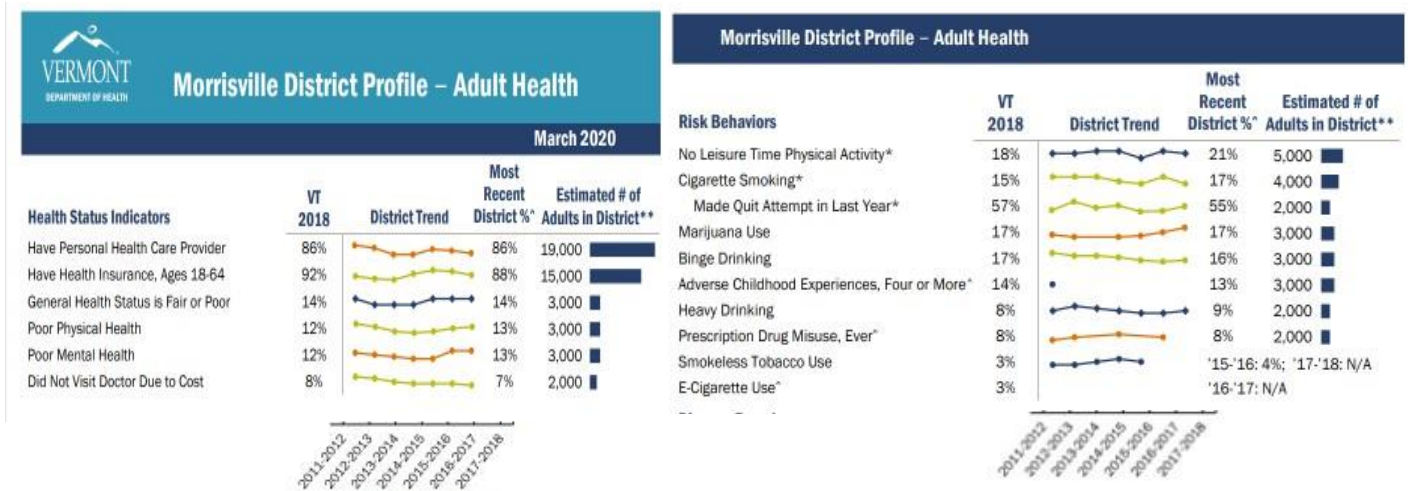
Morristown Rail Trail Bike/Ped count summary

June 24 - July 12, 2021

Total full count includes partial days	5470
Total excluding partial days	5077
# of days excluding partial days	17
Average daily excluding partial days	298.65
Peak day: July 4	624
Peak hour: July 10, 12 pm	89



Morrisville District BRFSS Data Brief



3-4-50 Data

- [Population Health Surveys & Data](#)
- [Youth Risk Behavior Survey \(YRBS\) | Vermont Department of Health \(healthvermont.gov\)](#)
- Behavior Risk Factor Data [Morrisville BRFSS 2017-2018 \(healthvermont.gov\)](#)
- [New 2023 Report 2021 VT BRFSS Data Summary \(healthvermont.gov\)](#)
- [New 2023 Diabetes & Heart Disease Data Pages \(healthvermont.gov\)](#)
- [New 2023 Adult Tobacco Use Data Brief \(healthvermont.gov\)](#)
- Lamoille Valley Data Profile [Adult Behavior Risk Factor Survey](#)
- Vermont Department of Health [Tobacco Data Pages](#)
- Special Population [3-4-50 Statewide Data Brief](#)

Valerie Valcour RN, BSN, MPH
Vermont Department of Health - Public Health Nurse
Valerie.valcour@vermont.gov
802-888-1351

Healthy Lamoille Valley

<https://www.healthylamoillevalley.org/>

Coordinator: Jessica Bickford, jessica@healthylamoillevalley.org, (802) 730-6599

Policy and Community Outreach Coordinator: Alison Link, alison@healthylamoillevalley.org, (802) 851-0760

Youth Substance Prevention Coordinator: Brian Duda, brian@healthylamoillevalley.org, (802) 448-2317



References:

- 2022-2030 Morristown Town Plan [Town Plan - Planning & Zoning - Morristown, Vermont \(morristownvt.org\)](#)
- Declaration of Inclusion [Declarations - Declarations, Ordinances & Policies - Morristown, Vermont \(morristownvt.org\)](#)
- LCPC Morristown 2021 Bike Count [Morristown 2021 bike count \(lcpvvt.org\)](#)
- LVRT [Lamoille Valley Rail Trail - Morristown, Vermont \(morristownvt.org\)](#)
- Healthy Lamoille Valley [HLVToolkit-For-Web.pdf \(healthylamoillevalley.org\)](#)

Stand Together with 3-4-50

SHOW YOUR COMMITMENT TO REDUCING CHRONIC DISEASE

Thank you for your dedication to promoting health and reducing the risk of chronic disease. **Please check off wellness measures that your community currently employs or will accomplish within the next 12 months.**

BRONZE

Must check at least five to achieve bronze level

- ☐ Organize free and accessible health and fitness community events
- ☐ Conduct a community walk/bike audit
- ☐ Promote local resources for active living and healthy eating
- ☐ Regularly assess condition of parks and recreation facilities, maintaining or improving as needed
- ☐ Install bike racks in frequently used public places
- ☐ Establish Safe Routes to Schools program
- ☐ Conduct retailer audits on access to and promotion of tobacco and other unhealthy products

SILVER

Bronze level plus at least four from silver level

- ☐ Include health-supporting language in town plans
- ☐ Establish local review process to ensure Complete Streets concepts are used in all transportation projects
- ☐ Create easy and safe walking, biking and affordable public transportation options to access municipal services, parks, recreation and open spaces
- ☐ Establish or support a farmers' market or community garden
- ☐ Add a permanent town budget line item for recreation investments
- ☐ Pass and enforce tobacco-free or smokefree policies in public spaces
- ☐ Monitor implementation of state-required tobacco-free school grounds and events
- ☐ Create shared use agreements with schools for public access when school is not in session
- ☐ Pass content-neutral advertising restrictions to limit promotion of unhealthy products (e.g. tobacco and sugary drinks) and increase visual appeal of community

GOLD

Silver level plus at least three from gold level

- ☐ Establish and promote mixed-use development ordinances requiring ease of access, transportation choices, green space, sidewalks, etc.
- ☐ Limit the number of tobacco retailers through town plan or zoning language
- ☐ Create a connected, community-wide network of bike lanes, sidewalks and crosswalks
- ☐ Require healthy food options at all municipal snack bars, vending machines, and town-sponsored events
- ☐ Improve visual appeal of public spaces with planting, lighting, benches, artistic bike racks, wayfinding signs
- ☐ Restrict the sale of tobacco near schools, child care centers and playgrounds
- ☐ Create tobacco-free or smokefree shopping areas

CUSTOMIZE YOUR WELLNESS GOALS

Some communities have unique opportunities or challenges to impacting residents' health and wellness. If some or all of the recommended wellness measures would not be a good fit in your community, please customize your goals. Your Local Health Office is available to help and can determine your commitment level.

FINALIZE YOUR COMMITMENT

By signing this form, your community strengthens its dedication to reducing the burden of chronic disease and improving the health and wellness of its residents and visitors.

Org. Name	Approx. Population Size	County
Contact Name	Title	
Email	Phone	
Signature	Date	

☐ **Do NOT** include my community as a 3-4-50 partner on the Vermont Department of Health's website and other promotional materials.

Submit Form to 3-4-50@vermont.gov

2022-2030

Morrisville/Morristown Town Plan



Photo Credit: Jasmine Farrell

This plan is dedicated to Max Paine who gave more than a decade of his life volunteering on the Planning Council.

The plan itself is authored by Planning Director Todd Thomas, with assistance from Morrisville/Morristown Planning Council Members: Allen Van Anda, Steven Foster, Joshua Goldstein, Etienne Hancock (Chair), and Tom Snipp. Thanks to Lyndon Burkholder, and Penny Jones for editorial assistance.

This Plan was approved by the Morristown Selectboard on 16 May 2022 & the Morrisville Village Trustees on 18 May 2022.

Chapter 13: Wellness

Access to Healthy Foods and Choices

- Encourage local agricultural, and forest based, product production from local sources.
- Show support for local agribusinesses, and agricultural land-use.
- Show support for the farmers' market, local farm stands, and community gardens.
- Encourage and support community led health campaigns that increase consumer awareness of healthy lifestyles.

Bicycle, multi-modal, and pedestrian-friendly community

- Support efforts aimed to improve the wellness of the community, including using this plan as a resource for grant writing opportunities.
- Draft zoning bylaw changes that require major development and redevelopment projects in the core of the village to provide pedestrian and bicycle amenities, such as sidewalks, bike lanes, bicycle parking, and/or other streetscape improvements.
- Encourage the addition of more pedestrian amenities in the village (such as benches, seats, water fountains, shade/street trees) that enhance the pedestrian experience, especially in the downtown.
- Ensure that adequate and appropriate lighting exists for streets, parks, recreation facilities, sidewalks, bike paths, and bike lanes to promote their use during non-daylight hours, especially during the short winter days.
- Plan for the routine maintenance of municipally designated bike lanes/routes (to the extent permitted by town & village funding).
- Fund health and wellness related infrastructure improvements equally with both private funding and municipal funding, when feasible, including ongoing maintenance.
- Provide key design concepts to building a healthy community, offer policy suggestions for improving and supporting the health of residents.
- Support the conservation or protection of commonly-used cross country ski-trails, such as the Catamount Trail, VAST Trails, the trails around Bliss Hill, and the trails on private land abutting the school property.
- Support the Rail Trail as an important pedestrian, transportation, and wellness amenity.
- Increase access to park and recreation opportunities for all.
- Highlight the important, but often overlooked, link between the built environment and health by requiring a health impact assessment be conducted before any decision is made about the purchase or disposition of public land, and the relocation of public buildings.
- Create spaces that are accessible for anyone, including people with disabilities, in order to create a healthier community, and instill a sense of belonging for all in the community.
- Abide by the principals of the Americans with Disabilities Act to ensure that all residents have access to healthy activities, wellness opportunities, and can thrive.

Community Wellness Committee

- Support the Selectboard creating a creating a sub-committee of the Parks and Recreation Committee, or an independent committee, charged with creating a community vision for

health and wellness, and to support the implementation of that vision through measurable goals, and achievable objectives, that includes representation from the entire community.

- Identify a vision for community wellness, and create a wellness and healthy community expanded document that focuses on increasing protective factors, and decreasing risk factors for all.

Environmental Quality

- Evaluate the additional cost associated with building and maintaining safe, pleasant streets for walking and biking, paying particular attention to high traffic areas by schools. Pedestrian and bike oriented transportation options provide residents with the option to walk/bike rather than drive, lessening traffic congestion, and improving our air quality.
- Encourage the remediation of noise impacts from new development on properties located directly on the boundary of residential zones and Industrial Zones 1-5.
- Plant street trees in the core of the village, particularly in the Central Business Zone (Pleasant St., Portland St., Main St. & Bridge St.).
- Investigate and encourage environmentally conscious municipal practices.
- Prioritize protection and use of municipally owned recreational and natural spaces, including the Town Forest, Oxbow Riverfront Park, and the portions of the Clark property that can be safely accessed by the public (in relation to the active hydro facility, and the sensitive ecological integrity of this area).
- Improve and expand the existing trail system that accesses Oxbow Riverfront Park, including formalizing the footpath that connects the park to the terminus of Foundry St.
- Add an access point, or footpath, connecting Foundry Street to the Rail Trail, which would formalize Rail Trail access at each side of the Oxbow park peninsula, and also create a small walking loop through Oxbow Park that is accessed from the Rail Trail.
- Encourage the purchase of natural areas for recreational purposes and wildlife corridors.
- Incorporate healthy homes principals into all public housing development (www.healthvermont.gov/environment/home).
- Explore signing on as a partner with the Vermont Department of Health as a 3-4-50 Healthy Community. The Vermont Department of Health 3-4-50 Campaign identifies 3 behaviors (lack of physical activity, poor nutrition and tobacco use) that lead to four chronic diseases (cancer, heart disease and stroke, type 2 diabetes, and lung disease) which cause the deaths of over half of Vermonters. Promoting healthy activities through the built environment supports overall good health.

Mixed Use Development

- Evaluate additional opportunities in the zoning bylaws for mixed-use development allowances in the village, and within the commercialized areas of the town.
- Incentivize infill mixed use development and additional density in downtown Morrisville.

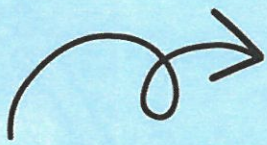
Rescue

- Support a 24/7 staffed community located, patient centered, Emergency Medical Service.

- Support community education related to emergency medical situations such as, CPR/AED training, and Stop the Bleed Programming
- Support community wide AED signage and recognition programs
- Continue support of the Heartsafe community designation
- Support Morristown Emergency Medical Service in its application to achieve the Vermont Pediatric Safe Agency designation
- Offer Narcan response kits to at risk populations

Substance Misuse Prevention, Treatment, Recovery, Decrease Tobacco Use, Alcohol & Drugs.

- Engage a workgroup for the purpose of engaging in a strategic planning process related to substance misuse prevention, treatment, and recovery that will identify action items that could include policy changes or enhancements.



Wednesday Night Live

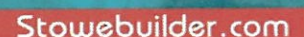
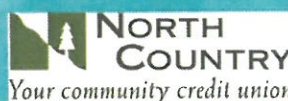
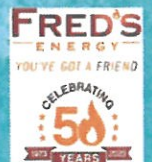
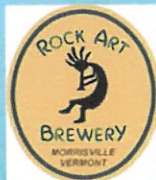
Oxbow Riverfront Park 5:30-7:30PM

JUNE 14-AUGUST 16, 2023

June 14	WDEV Radio Ranger special half time show: Ballet Wolcott
June 21	Corner Junction Bluegrass
June 28	Blackwolf special half time show: Lamoille Valley Dance Academy
July 5	Pitz Quattrone
July 12	The Twangtown Paramours
July 19	Tim Brick Band
July 16	Take Five
August 2	Michele Fay Band
August 9	Chad Hollister & Primo
August 16	Mal Maiz ~Morrisville Food Coop
Free Corn Roast	

Each week, River Arts invites everyone to Art for Everyone at their tent to create a take home art project:

- Sculpey creations
- Watercolors
- Nature weaves
- Magic Wand Making
- Sticker Making
- Button Making and more!



April 19, 2023

Via Email

tthomas@morristownvt.org

Todd Thomas,
Zoning Administrator
PO Box 748
Morristown, VT 05661

Re: 11 Olive Street

Dear Todd:

Please find enclosed the following documents that are being sent to you in connection with the next house Green Mountain Habitat for Humanity ("Green Mountain") would like to build:

1. Application for Zoning Permit;
2. Lot layout;
3. Survey;
4. Email from David Heller of Morrisville Water & Light dated March 28, 2023;
5. DRB Decision issued April 27, 2017; and
6. Wastewater System and Potable Water Supply Permit WW-5-7395-2.

On April 27, 2017, the Development Review Board approved Green Mountain's request to create a two-lot subdivision. The DRB Decision required that all utilities for the subdivision be placed underground. As you can see from the email from David Heller, it is not possible for the lines to 11 Olive Street to be placed underground; therefore, we are also requesting that this requirement be removed.

As you will see, Green Mountain has already obtained a State permit for a 3-bedroom, single-family residence on Lot 2B a/k/a 11 Olive Street.

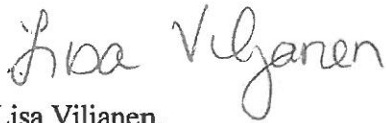
Lastly, Green Mountain would greatly appreciate it if the Town would waive the required application fees for obtaining a building permit. If this is not possible, please advise me immediately so that I can forward a check to you as we do not want to delay the application process.

Please feel free to contact me should you have any questions or if you need additional information. My work number is (802) 760-6489 and my cell is (802) 793-5388.


\$272 fee
\$15 rec.
\$287

We look forward to building another affordable home in Morristown, especially given the current shortage for affordable housing.

Sincerely,

A handwritten signature in cursive script that reads "Lisa Viljanen".

Lisa Viljanen,
Chair of Lamoille Building Committee
Green Mountain Habitat for Humanity

Enclosures



1733 Vt. Rt. 15 East
Morrisville, Vt. 05661

Phone 802-888-3160 Fax 802-888-5203

May 5, 2023

Eric Dodge, Town Administration
Town of Morristown

Subject: Improvements to the Class 4 road on Ross Hill

The Doyles are requesting to make improvements to the Class 4 Road Ross Hill which is located off Ron Terrill Road. The improvement would include improving the ditches, lowering one culvert and importing gravel to create a 12'-14' wide road so they have access to their property. The right of way is to be surveyed prior to any construction.



SELECTBOARD MEMORANDUM

To: Selectboard
From:
Date: May 15, 2023
Subject: Housing committee update

Background:

Thursday May 4th the housing committee met and discussed housing data and recent studies.

Recommendation:

Housing committee has decided that this data was crucial to the mission of the committee and that the committee should pause its work until this data is available.

Attachments:

None



SELECTBOARD MEMORANDUM

To: Selectboard
From: Paula Beattie, Human Resources Director
Date: May 15, 2023
Subject: Approve Job Descriptions:
Recreation Summer Camp Counselor
Recreation Summer Camp Assistant Director
Recreation Summer Camp Director

Suggested Motion:

Approve the Recreation Camp Counselor, Assistant Director and Director job descriptions.

Attachments:

1. Recreation Summer Camp Counselor
2. Recreation Summer Camp Assistant Director
3. Recreation Summer Camp Director

JOB DESCRIPTION

Recreation Summer Camp Counselor



Nature and Scope of Position

Summer Camp counselors are seasonal employees that are hired specifically to participate in the administration and activity coordination for the summer camp run by the Recreation Department for Morristown area youth ages 5-12. The job entails all of the duties associated with providing a positive recreational experience for each and every participant from a diverse population of the greater community. Each Counselor will report directly to a Recreation Coordinator of the program.

ESSENTIAL FUNCTIONS

The following duties, expectations and responsibilities are normal for this position. The omission of specific statements of the duties does not exclude them from the job if the work is similar, related, or a logical assignment for this job. Other duties may be required and assigned.

Duties and Responsibilities

- The counselor must agree to attend training sessions prior to the camps start date,
- The counselor must become certified in CPR and First Aid, training will be provided by the Recreation Department if necessary and any other certifications required by professional staff,
- The counselor must agree to background checks that may include finger printing,
- The counselor should have a background and experience in the kinds of activities associated with summer recreation (i.e. sports and games, arts and crafts, swimming) supervisory knowledge of different aged group children as well as instruction and teaching techniques,
- The counselor will be responsible for a certain age group activity and must assume all supervisory responsibilities associated as such,
- The health and wellbeing of the participants shall be the guiding principle for all activities and actions that take place,
- Counselor must be able to take attendance and conduct regular head counts of children in their charge,
- The counselor must have the skills to function within the larger group and keep the ideals of the entire program foremost in their mind,
- Counselors responsibilities will extend from the start of the day until the camp ends and include lunch time and any trips and expeditions that are scheduled by the Coordinator,
- Counselor must adhere to pre-set schedule implemented by the Coordinator,
- The conduct of all counselors must be of the highest level at all times and inappropriate behavior will be dealt with and possibly end with dismissal from the program for just cause,

- Disciplinary actions will not be your responsibility but need to be reported to the Coordinator, as does any sickness or injury to the participants,
- Specific rules and regulations for the daily conduct of camp activities will be provided to you in writing and be part of the mandatory training program,
- Assignments will include the care and maintenance of a safe and healthy facility at all times,
- There may also be the opportunity to assist in the monthly and annual recreation events as per request from the Coordinator,
- Promotes a safe and respectful work culture through positive role modeling and strong communication skills; immediately puts a stop to any speech or behaviors which are discriminatory or otherwise conveys disrespect to others,
- Perform other duties and responsibilities as assigned by the Recreation Coordinator,
- Counselors will be required to be a mandated reporter.
- Performs other duties as assigned by the Town Administrator. Consult with the Town Administrator to solve complex problems.

MINIMUM QUALIFICATIONS

Preference will be given to candidates that are 16 years of age and older, but the Coordinator reserves discretionary privilege in hiring someone who has not reached their 16th birthday. Specialized skills and experience in summer camp and recreational activities are desired, as are any technical skills. Each candidate must successfully apply for the position and complete an interview.

Current certifications in first aid, CPR, AED will be required and made available. Professional lifeguard training and other such certifications are a plus and may also be provided.

Hiring may be contingent on results from the following: Vermont Abuse & Neglect Registry Check, Vermont Crime Information Center, and Personal background check.

Physical Ability: Tasks require the regular and, at times, sustained performance of moderately physically demanding work, typically involving some combination of walking/hiking, climbing and balancing, stooping, kneeling and crouching, and that may involve the lifting, carrying, pushing, and/or pulling of moderately heavy objects and materials (20-50 pounds). Tasks may involve extended periods of time in a vehicle.

EMPLOYEE ACKNOWLEDGEMENT

I acknowledge that I have received a copy of this job description and understand the duties and expectations herein. This job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

Employee signature

Date

JOB DESCRIPTION

Recreation Summer Camp

Assistant Director



Nature and Scope of Position

Summer Camp Assistant Director is hired specifically to participate in the administration and activity coordination for the summer camp run by the Recreation Department for Morristown area youth that have completed grades 5-12. The job entails all the duties associated with providing a positive Recreational experience for each and every participant from a diverse population of the greater community. The assistant director is responsible for supervising all aspects of the operations of the Summer Camp program along with the Camp Director.

ESSENTIAL FUNCTIONS

The following duties, expectations, and responsibilities are normal for this position. The omission of specific statements of the duties does not exclude them from the job if the work is similar, related, or a logical assignment for this job. Other duties may be required and assigned.

Duties and Responsibilities

- Responsible along with the Director and camp counselors to maintain a record of daily attendance of children, oversight of group attendance on field trips, and accountability of attendance at the closure of each day.
- Consistently maintains and engages along with camp Assistant Director and Recreation Coordinator in daily communication with parents and camp staff about programing, schedules, daily routine, behavior and activities of children and camp.
- Plan and conduct training sessions prior to the camp's start date along with the Director and Recreation Coordinator.
- Assist in the pre-season planning of Camp activities – including program planning, ordering supplies, preparing schedules, and staff orientation.
- Maintain inventories of supplies and equipment daily. Obtain necessary supplies & equipment by request from Recreation Coordinator. Distribute/ make available supplies and equipment to groups throughout the day.
- Actively participate in staff meetings.
- Responsible for coaching and counseling youth with behavioral needs.
- Ensure the care and maintenance of a safe and healthy facility at all times. Create and implement daily/weekly cleaning schedules.
- Promotes a safe and respectful work culture through positive role modeling and strong communication skills; immediately puts a stop to any speech or behaviors which are discriminatory or otherwise conveys disrespect to others.
- Is a mandated reporter and communicates with Director and Recreation Coordinator about all matters pertaining to the well-being of camp children.

MINIMUM QUALIFICATIONS

Experience in planning and supervising summer day camp.

Experience being in a leadership role.

Knowledge of methods in organizing, conducting, and supervising programs.

Ability to work with the general public; ability to speak in front of large groups; and the ability to work with participants, staff, and volunteers.

Enjoy and appreciate children and their needs in a recreational setting.

Current certifications in first aid, CPR, AED will be required and made available. Professional lifeguard training and other such certifications are a plus and may also be provided.

Hiring may be contingent on results from the following: Vermont Abuse & Neglect Registry Check, Vermont Crime Information Center, and Personal background check.

Physical Ability: Tasks require the regular and, at times, sustained performance of moderately physically demanding work, typically involving some combination of climbing and balancing, stooping, kneeling, and crouching, and that may involve the lifting, carrying, pushing, and/or pulling of moderately heavy objects and materials (20-50 pounds).

Tasks may involve extended periods of time in a vehicle or working with vibrating equipment.

EMPLOYEE ACKNOWLEDGEMENT

I acknowledge that I have received a copy of this job description and understand the duties and expectations herein. This job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

Employee signature

Date

JOB DESCRIPTION

Recreation Summer Camp Director



Nature and Scope of Position

Summer Camp Director is hired specifically to participate in the administration and activity coordination for the summer camp run by the Recreation Department for Morristown area youth ages 5-12. The job entails all of the duties associated with providing a positive Recreational experience for each and every participant from a diverse population of the greater community. The director is responsible for supervising all aspects of the operations of the Summer Camp.

ESSENTIAL FUNCTIONS

The following duties, expectations, and responsibilities are normal for this position. The omission of specific statements of the duties does not exclude them from the job if the work is similar, related, or a logical assignment for this job. Other duties may be required and assigned.

Duties and Responsibilities

- Responsible along with the Assistant Director and camp counselors to maintain a record of daily attendance of children, oversight of group attendance on field trips, and accountability of attendance at the opening and closure of each day.
- Consistently maintains and engages along with camp Assistant Director and Recreation Coordinator in daily communication with parents and camp staff about programing, schedules, daily routine, behavior and activities of children and camp.
- Plan and conduct training sessions prior to the camp's start date along with the Assistant Director and Recreation Coordinator.
- Coordinate with the bus company, field trip locations, and staff groups for outings/field trips.
- Responsible for assigning staff to certain age groups and supervisory responsibilities associated with such including field trips, and lifeguard rotations.
- Assist in the pre-season planning of Camp activities – including program planning, ordering supplies, preparing schedules, and staff orientation.
- Oversee daily program activities and counselors including supervision of staff –as well as adherence to schedule, rules, and regulations for the daily conduct of the camp.
- Coordinate lunch schedules and plans with cafeteria staff and camp counselor staff.
- Evaluates camp programs and counselors at the completion of the summer.
- Submit an end-of-the-year report.
- Maintain inventories of supplies and equipment daily. Obtain necessary supplies & equipment by request from Recreation Coordinator. Distribute/ make available supplies and equipment to groups throughout the day.
- Actively participate in staff meetings.
- Responsible for coaching and counseling youth with behavioral issues.
- Ensure the care and maintenance of a safe and healthy facility at all times.

Town of Morristown, Vermont – Recreation Summer Camp Director

- Promotes a safe and respectful work culture through positive role modeling and strong communication skills; immediately puts a stop to any speech or behaviors which are discriminatory or otherwise convey disrespect to others.
- Is a mandated reporter and communicates with Recreation Coordinator about all matters pertaining to the well-being of camp children.

MINIMUM QUALIFICATIONS

Experience in planning and supervising summer day camp.

Experience being in a leadership role.

Knowledge of methods in organizing, conducting, and supervising programs.

Ability to work with the general public; the ability to speak in front of large groups; and the ability to work with participants, parents, staff, and volunteers.

Enjoy and appreciate children and their needs in a recreational setting.

Current certifications in first aid, CPR, AED will be required and made available. Professional lifeguard training and other such certifications are a plus and may also be provided.

Hiring may be contingent on results from the following: Vermont Abuse & Neglect Registry Check, Vermont Crime Information Center, and Personal background check.

Physical Ability: Tasks require the regular and, at times, sustained performance of moderately physically demanding work, typically involving some combination of climbing and balancing, stooping, kneeling and crouching, and that may involve the lifting, carrying, pushing, and/or pulling of moderately heavy objects and materials (20-50 pounds). Tasks may involve extended periods of time in a vehicle or working with vibrating equipment.

EMPLOYEE ACKNOWLEDGEMENT

I acknowledge that I have received a copy of this job description and understand the duties and expectations herein. This job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

Employee signature

Date



SELECTBOARD MEMORANDUM

To: Selectboard
From: Paula Beattie, Human Resources Director
Date: May 15, 2023
Subject: Approve Desk Officers rate of pay for patrol work

Suggested Motion:

Approve Officer Glover to be paid an equivalent step level as a Patrol Officer when out on patrol. Patrol hours are approved until the open Police Officer position is filled.

Attachments:

None



SELECTBOARD MEMORANDUM

To: Selectboard
From: Paula Beattie, Human Resources Director
Date: May 15, 2023
Subject: Accept resignation Highway Tech 3 employee

Suggested Motion:

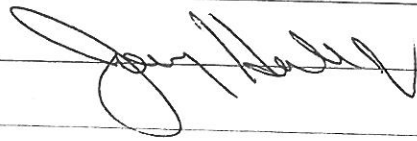
Accept resignation from Joey Hall Tech 3 - Last day of employment will be June 11th, 2023

Attachments:

1. J. Hall

Town of Morristown.

This is my letter of recognition
to my position for the town. My last
day will be on the 5 year vested
date from hire, June 11th





SELECTBOARD MEMORANDUM

To: Selectboard
From: Paula Beattie, Human Resources Director
Date: May 15, 2023
Subject: Approve Hiring Highway Tech 2 Employee

Suggested Motion:

Approve hiring Joshua Miller as a Tech 2 at \$22.08 per hour with a start date of May 31st, 2023.

Attachments:

None

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. Any member of the board, including 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. In the event of a split vote, the motion will fail.
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 a motion to call the question which requires a second. To succeed in calling the question the motion must receive two thirds vote of the board.
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. Appeals on the decision of the chair may be made to the entire board and determined by majority vote.

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 front porch forum and at 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 the 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. 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 front porch forum and at www.morristownvt.org . 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 “nay.”
 - 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.
 - All debate must remain civil, and all viewpoints shall be treated with respect.

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. Members of the public must introduce themselves prior to speaking.
5. If a member of the public has already spoken on a topic, they may not be recognized again until others have first been given the opportunity to comment. Members of the public shall be afforded a maximum of 2 minutes each time they speak on a topic.
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 they determine in their 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/Morristown Police Department to remove disorderly person(s) from the meeting.

ADOPTED:

Judy Bickford

Don McDowell

Christopher Palermo

Laura Streets

Travis Sabatase

Date

****DRAFT****

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 Morristown. ~~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 **during a public meeting. Abutters to the Class 4 highway shall be given notice of the meeting and the meeting's intent.** Approval for an **improvement** 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. **The cost for such improvements will be the responsibility of the person making the request.**

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-agricultural and forest management** activities. **The trail shall be left in as good or better condition as when permission is granted.** 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.

****DRAFT****

4. Logging and Agricultural Activities.

Permission for the use of ~~gated~~ Class 4 highways and Legal Trails to access properties for logging and agricultural 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. Final inspection and approval of the reclamation work is a responsibility of the Selectboard or their designee.

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

****DRAFT****

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.



SELECTBOARD MEMORANDUM

To: Selectboard
From:
Date: May 15, 2023
Subject: Possible Executive Session - Legal

Suggested Motion:

MOTION 1: I move to go into Executive Session because I find that premature general public knowledge of pending or probable civil litigation or prosecution, to which the public body is or may be party will clearly place the town at a substantial disadvantage by disclosing its negotiation strategy.

MOTION 2: I move to go into Executive Session to discuss the pending or probable litigation or prosecution under the provisions of Title 1 section 313 (a) (1) of the Vermont Statutes, to include Town Administrator, Eric Dodge and Licensed Land Surveyor, Rebecca Gilson.

Attachments:

None