



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

On Zoom and at 43 Portland St. Morrisville, VT 05661
5:30 PM Monday, August 7, 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](#) when possible.
- JOIN ONLINE: [Join Zoom Meeting](#) or by phone join via conference call (audio only): 1 (646) 558-8656 | Meeting ID: [810 342 4528](#)
- MUTE YOUR MICROPHONE: When not speaking, please mute your microphone on your computer/phone.
- RAISE YOUR HAND: Click on the hand button feature to request to speak.
- PROVIDE FULL NAME: Please provide your full name whenever prompted.

I. CALL SELECTBOARD MEETING TO ORDER

II. AGENDA CHANGES/ADDITIONS

III. APPROVE MINUTES

1. Approve Minutes 7-17-23 Duhamel Pit
2. Approve Minutes 7-17-23
3. Approve Minutes 7-20-23
4. Approve Minutes 7-26-23

IV. NEW BUSINESS

1. Review and approve Right of Way permit application for 651 Elmore St - replace sewer line
2. Approve Errors and Omissions Certificate
3. Accept resignation of the Human Resources Director
4. Accept resignation of EMS Paramedic
5. Approve name for new private road
6. Waive permit fee of \$130 for Lamoille County Conservation District
7. 2023 Proposed edits to Regulation of Private Alarm Systems
8. Remove member from Planning Council (Tim Magee)
9. Planning Council letter regarding adopting local option rooms, meals, and alcohol tax
10. 2023 proposed edits to Morristown Road Policy
11. Planning Council letter regarding downgrading substandard Town Roads
12. 2023 edits to Joint Rules Policy governing DRB & Planning Council

V. OLD BUSINESS

VI. APPROVE WARRANTS

VII. DEPARTMENT HEAD REPORTS

VIII. TOWN ADMINISTRATOR'S REPORT

IX. SELECTBOARD COMMENTS

X. COMMUNITY COMMENTS

XI. OTHER BUSINESS

1. Possible Executive Session - Contracts
2. Possible Executive Session - Personnel

XII. ADJOURN



SELECTBOARD MEETING MINUTES OF JULY 17, 2023

Members: Judy Bickford, Don McDowell, Christopher Palermo, Laura Streets

Absent:

ADMINISTRATION and STAFF: Chief Jason Luneau, InterimTown Administrator; Judi Alberi, Administrator's Assistant; Kevin Barrows, Highway Superintendent

PARTICIPANTS/GUESTS: Tyler Mumley, Chip Percy, Don Avery, Josh Fox, Michele Fox, Etienne Hancock, Paul Keating, Jennifer Kramer, Jade Prashw, Jessica Graham, Jamie Brewster, Ronald Stancliff, Yon Perras, Uwanna Perros, Brendan Murphy

**participating via Zoom*

PUBLIC MEETING SITE VISIT

Judy Bickford called the public meeting to order at 4:00pm

1. Discuss planned 2023 operations for the haul road area of the Phase III project, in accordance with State of Vermont Land Use Permit 5L1136-6

Tyler Mumley, Mumley Engineering Inc, began the public hearing on-site at the Duhamel Pit by discussing the planned 2023 operations for the haul road area of Phase III project. Mumley Engineering had several maps available for the public to view. The maps showed contour lines, an existing road network and proposed construction for the season. Tyler opened the meeting to all comments and concerns from the folks in attendance.

Several folks had concerns over the Japanese knotweed that is visible on the haul road area and within the proposed construction area. Kevin Barrows, Highway Superintendent, reassured folks that the hired contractor, Percy Inc., had experience in working around knotweed and is experienced in mitigating any spread of knotweed. There is an area where the knotweed can be piled to avoid spreading. Although challenging, knotweed populations can be brought under control through a combination of both mechanical and chemical treatment by cutting and herbicide application respectively.

Other concerns addressed during the meeting involved safety during the construction. Signs will be made for the area leading to the pit, placed on the kiosk below the entrance, on the road gate and within the area as necessary. Safety barrier netting will be placed between the bike path and the construction area so that bikers, hikers, and others do not inadvertently enter the construction site. Also of importance to those present is working in conjunction with the recreation community once construction begins to impede upon the bike trails. Developing a system of communication in which

folks can be informed of progress and how it impacts those in the area recreating.

The last two concerns discussed were how the town would notify the public, more specifically the recreation community, of the construction within the pit area. Many ideas were exchanged between Don Avery and Jamie Brewster with Judi Alberi, Administrative Assistant for the Town of Morristown. Judi will work hard at exploring all options available to get the word out effectively. Lastly, the permit requirements are plenty and will there be a system to maintain deadlines for the requirements and reporting that is mandatory. Judi Alberi will work with Tyler Mumley to create a timeline of deadlines.

ADJOURN

Motion made by Christopher Palermoto to adjourn. Motion seconded by Laura Peters. Motion carried. (4/0)

Meeting adjourned at 4:57pm

Submitted and filed this July 20, 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 JULY 17, 2023

Members: Judy Bickford, Don McDowell, Christopher Palermo, Laura Streets

Absent:

ADMINISTRATION and STAFF: Chief Jason Luneau, Interim Town Administrator; Judi Alberi, Administrative Assistant; Paula Beattie, Human Resources Director; Tina Sweet, Finance Director; Kevin Barrows, Highway Superintendent; Mitzi Fleming*, Assistant Town Clerk/Treasurer; Tricia Follert*, Community Development Coordinator; Stacey Ferrimen*, Assistant Finance Director

PARTICIPANTS/GUESTS: Jason Kelley, Charles Burnham, Yon Perras, Uwanna Perras, Gary Briggs, Tom Cloutier, Jamie Jaret, Evelyn Throne, Jerry Throne, Sheila Tarbox, Tony Cote, Christy Snipp, Will Spalding, Laura Green, Pat Michelson, Kathy Chaffee*, Stephanie Hoffman*, Henry Hamel*, Cari Varner*, Alison Tewhill, Kendra Aber-Ferri*, Dan McLaughlin, Mary Lou Nichols*, Kristin Fogdall*, Nancy Dunavan*

**participating via Zoom*

CALL SELECTBOARD MEETING TO ORDER

Judy Bickford called the Selectboard Meeting to order at 5:35PM at the Tegu Building.

AGENDA CHANGES/ADDITIONS

Under New Business:

REMOVE Item #7 - Approve hiring a temporary highway employee

Under Old Business:

CHANGE item #3 - Budget Discussions to Finalize Budget

APPROVE MINUTES

1. Approve minutes 7-3-23

Motion made by Don McDowell to approve the minutes of 7-3-23 . Motion seconded by Laura Streets. Motion carried. (3/0) Judy Bickford abstained.

2. Approve minutes 7-6-23

In reviewing the minutes of July 6, 2023 Chris Palermo reminded the audience that the minutes reflected the intention of the Selectboard to finalize the budget discussions this evening.

Motion made by Laura Streets to approve the minutes of 7-6-23 . Motion seconded by Chris Palermo. Motion carried. (4/0)

3. Approve minutes 7-13-23

Motion made by Don McDowell to approve the minutes of 7-13-23 . Motion seconded by Chris Palermo. Motion carried. (4/0)

NEW BUSINESS

1. Approve Errors and Omissions Certificate

Charles Burnham, Lister, spoke to the Selectboard referencing the Errors and Omissions certificate for 3 properties.

Motion made by Don McDowell to approve the Errors and Omissions Certificate as presented. Motion seconded by Chris Palermo. Motion carried. (4/0)

2. Accept Resignation of Paramedic

Motion made by Don McDowell to accept the resignation of Kelly Mayo MEMS Paramedic effective 07/30/2023 and approve Kelly Mayo as a volunteer. Motion seconded by Chris Palermo. Motion carried. (4/0)

3. Possible Executive Session - Legal

The Selectboard moved the Executive Session - Legal item due to the Attorney arriving at 5:51pm

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. (4/0)

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 Interim Town Administrator, Jason Luneau and Attorney James Barlow. Motion seconded by Laura Streets. Motion carried. (4/0)

Motion made by Chris Palermo to come out of Executive Session at 6:18 and resume the regular Selectboard meeting. Motion seconded by Laura Streets. Motion carried. (4/0)

4. Approve existing pay scale with applied CPI-W increase

Motion made by Don McDowell to approve the existing pay scale with an applied CPI-W increase as presented and authorize Chair Judy Bickford to sign on behalf of the Selectboard. Motion seconded by Chris Palermo. Motion carried. (4/0)

5. Approve Morristown Police Department sign on bonus

Chief Luneau is requesting that the Selectboard continue with the sign on bonus for level 3 certified Patrol Officers. The town has been doing this for a 3 years and recruitment has been more successful in the hiring practice.

Motion made by Laura Streets to approve the Morristown Police Department sign on bonus in the amount of \$7,500 effective until June 30, 2024. Motion seconded by Chris Palermo. Motion carried. (4/0)

6. Discuss funding part of the Library appropriation now

The Library is a valued community resource. Their endowment is professionally managed by an independent

entity. The Library has presented several times to the Selectboard in the last year how the endowment is managed. These presentations have been very thorough and professional. Stephanie Hoffman, Library Treasurer, has now come to the Selectboard requesting partial funding. Steph further explained that they can make an emergency withdrawal from their endowment, which will keep staff paid and the lights on through September 30, 2023. After that, the library has very few options: take out a loan, violate their endowment policy and withdraw more funds, or close the library and furlough their employees. Tina Sweet informed all that the payments to the library are done in 5 equal payments for 5 consecutive months and the library would like an advance on their first payment which would be approximately \$37,203.80 payable at the end of July 2023.

Motion made by Chris Palermo to fund part of the library funds now in the amount of \$37,203.80 which is 1/5 of the level funding for the library. Motion seconded by Don McDowell. Motion failed. (1/3) Judy Bickford Aye, Chris Palermo, Don McDowell, Laura Streets Nay.

The discussion by community members was divided. Some wanted to fund the necessary amount and others felt without a passed budget we could not spend money we did not have authority to spend. Many citizens and affiliated staff of the library spoke about the importance of the library for all ages. During COVID the library was a haven for children to do school work as some residents did not have adequate internet connections and the library supported the community by providing a space for using the internet. It is difficult to get behind spending money with no budget in place, was repeated several times.

Very compelling arguments by the Selectboard and the community, but in the end, the Selectboard motion to fund a portion of the library failed. Chris and Don felt very strongly that the library is very important to the community and they support funding the library, but not until the budget was passed. The message was clear that if the community wanted to support the funding of the library, please vote yes to pass the budget. The Selectboard cannot make any funding or purchases that are not contractual or absolutely necessary. Judy felt the library was an extension of the municipality and should definitely be advanced a portion of their funding. Laura felt these times are unprecedented times and we cannot support the funding of the library at this time. They have an endowment and must use that to stay open and pay the employees.

7. Discuss and approve funding part of the Health Reimbursement Account

Tina Sweet, Finance Director, asked the Selectboard to partially fund the Health Reimbursement Account (HRA) \$50,000. The HRA is a contractual item and must be kept funded.

Motion by Don McDowell to fund the Health Reimbursement Account in the amount of \$50,000. Motion seconded by Chris Palermo. Motion carried. (4/0)

OLD BUSINESS

1. Appoint members to Lamoille County Planning Commission Board of Directors

Motion made by Don McDowell to reappoint Judy Bickford to the Lamoille County Planning Commission Board of Directors. Motion seconded by Chris Palermo. Motion carried. (4/0)

Laura Streets expressed concern over the commitment needed to be a contributing member of the LCPC and is concerned that this obligation is much too much for Judy to take on. Judy Bickford feels the obligation is about 4 hours a month and it is a seat at the table which is very important to be a part of for this community. There are no other citizens interested in doing this and, for that reason, Judy would like support from the Selectboard.

2. Appoint Lamoille County Transportation Advisory Committee representative

Martin Green and Jerry Throne have spoken with Judi Alberi, Administrative Assistant, and expressed interest in being part of the Transportation Advisory Committee (TAC). Martin was unable to attend the meeting but his spouse Laura Green was in attendance and expressed Martin's desire to be a contributing member of Morristown and would love to learn more about TAC. Jerry Throne was in attendance and spoke to the Selectboard regarding his experience in civil engineering and transportation. Jerry feels his background will be helpful for TAC.

Motion made by Don McDowell to appoint Martin Green and Jerry Throne to the Lamoille County Transportation Advisory Committee and authorize Judy Bickford to sign. Motion seconded by Chris Palermo. Motion carried. (4/0)

3. Finalize Budget

Crafting the budget for fiscal year 23/24 has been a collaborative effort between the Selectboard and the community. A coalition of townspeople who have attended the budget meetings has advocated for a budget increase no larger than 10%. Anything above that they consider unacceptable. Throughout the process of cost reductions, the Selectboard has been transparent and forthright with the public. We have balanced fixed costs and the expense of providing services to our community.

This budget projects a 9.7% budget increase from last year but does not take into consideration the grand list growth. It represents the minimum cost of a continued level of service that answers the calls every day and night by EMS, Police, Fire, and Highway departments. Don McDowell repeated that this budget is going to be below inflation. Tina Sweet has spent countless hours giving the Selectboard various scenarios on how best to put this budget out to the citizens.

The audience expressed their concerns both positive and negative in regards to the final dollar in the budget. Some folks would like to cut funding for the library, recreation department and the police department, while others are opposed to that idea. The Selectboard will work hard at getting information out to the public that is accurate and less confusing. There were several points made by both the community and the board surrounding the \$240,000 unallocated funds that would be used to lower the tax burden and the approximate \$100,000 fund balance from FY22/23 that would also be used to lower the tax burden. The voters approved an article that allows up to 10% of last year's operating budget to be saved in an unallocated reserve fund to be used for emergencies. We can fund \$240,000 from the unassigned fund balance to reduce taxes for the proposed budget. An additional \$100,000 unassigned fund balance is projected for the year ended June 30, 2023, that we can also use to reduce taxes.

Selectboard members Don, Judy, and Chris support the budget and Laura expressed she does not support the budget. The budget was not finalized and the Selectboard will meet on Thursday July 20, 2023 at 5pm to finalize the budget.

APPROVE WARRANTS

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

DEPARTMENT HEAD REPORTS

Kevin Barrows, Highway Superintendent, reported that the recent storm had done some damage to Stancliff Rd, Duhamel Rd and Fraizer Rd. Oxbow Park received the most damage in town. Kevin mentioned that he was concerned he would run out of gravel and would need to buy some very soon.

TOWN ADMINISTRATOR'S REPORT

Petitions for the Selectboard articles are due on the 24th of July and any other petitions should be in by the 20th of July in order to be on the town warning for the August election.

EMS/Fire/Police/Highway had significant overtime during the storm on July 10th.

Oxbow Park and bathrooms are currently closed due to significant flood damage to Oxbow Park

Morrisville Water & Light announced that despite all the rain there is no potable water and water must be boiled.

SELECTBOARD COMMENTS

Laura Streets has items she would like on the agenda. Impressed with the resiliency of Morristown citizens and tragedy often brings people together.

Don McDowell thanks all public safety employees for their work and the highway for putting our roads back into passable condition so quickly. Don also wants the library to know they have his support. Don assured the citizens that the longevity pay policy would be reviewed as soon as possible.

Chris Palermo is in full agreement with all Don said.

Judy Bickford gave accolades to the town office staff, which are hidden but play a huge role in supporting the public safety departments.

COMMUNITY COMMENTS

Many citizens are so thankful for our public safety departments and all they did during the recent storm. Many folks were in favor of getting the budget passed and thanked the Selectboard and staff for all their hard work.

OTHER BUSINESS

1. Possible Executive Session - Personnel

Motion made by Don McDowell 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 Chris Palermo. 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 Interim Town Administrator, Jason Luneau and Human Resources Director, Paula Beattie. Motion seconded by Chris Palermo. Motion carried. (4/0)

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

Motion made by Don McDowell to authorize Paula Beattie, HR Director, to spend up to \$600 to advertise for a full time Interim Town Administrator. Motion seconded by Chris Palermo. Motion carried. (4/0)

ADJOURN

Motion made by Don McDowell to adjourn. Motion seconded by Chris Palermo. Motion carried. (4/0)

Meeting adjourned at 9:45pm

Submitted and filed this July 21, 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 JULY 20, 2023

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

Absent:

ADMINISTRATION and STAFF: Chief Jason Luneau, Interim Town Administrator; Judi Alberi, Administrator's Assistant; Kevin Barrows, Highway Superintendent; Tina Sweet, Finance Director; Paula Beattie, Human Resources Director; Sara Haskins*, Town Clerk/Treasurer

PARTICIPANTS/GUESTS: Kristin Marriott, Tom Cloutier, Maria Ward, Ron Stancliff, Bob Bortree, Laura Green Gary Briggs, Yon Perras, Uwanna Perras, Richard Lowe, Kathy Chaffee*, Evelyn Throne, Jerry Throne, Christy Snipp

**participating via Zoom*

CALL SELECTBOARD MEETING TO ORDER

Judy Bickford called the Selectboard Meeting to order at 5:04PM at the Tegu Building.

AGENDA CHANGES/ADDITIONS

Change the name of item #3 to Review Draft Warning

Add under new business #4 Approve bid for Oxbow Park repair

NEW BUSINESS

1. Approve vendor for crushed gravel

Kevin Barrows, Highway Superintendent, is in need of gravel as the supply is getting low. Kevin has reached out to a few vendors around and would like to use Wolcott Sand & Gravel.

Motion made by Don McDowell to purchase gravel from Wolcott Sand & Gravel at \$14.75/yard.

Motion seconded by Chris Palermo. Motion carried (4/0).

2. Approve Budget

The Selectboard has had numerous meetings in which the public has attended and voiced their concerns. Chris Palermo is satisfied with the budget being presented to the citizens and feels this is a responsible budget to pour forth. Don McDowell feels this budget reflects the concerns of the community. Laura Streets is not in favor of this budget and feels that more cuts should be made.

Motion by Chris Palermo to approve the budget presented at \$7,779,545. Motion seconded by Don McDowell. Motion carried. (3/1) Laura Streets nay.

Judy Bickford left for a previous engagement concluding the budget vote. 5:40pm

3. Review Draft Warning

The Selectboard reviewed the draft warning that had been prepared for signing on July 26th. There may be a change to the warning Monday July 24th if the town clerk's office receives a valid petition asking for Town Manager form of government. The Selectboard has indicated that they are in support of educating and informing the citizens on a Town Manager form of government and they support the idea of having this article for the voters.

4. Approve bid for Oxbow Park repair

The flood in early July did substantial damage to Oxbow Park. Chief Luneau has expressed concerns to the Selectboard that someone may get hurt in the park, even though it is closed folks are wandering through the damage. The sooner we can get this cleaned up the better for the community. Kevin Barrows, High Superintendent, met with different companies at the park and has presented four bids for the Selectboard to consider. After careful consideration, the Selectboard chose Percy Inc. The project will qualify for FEMA reimbursement.

Percy Inc. \$16,600 ready for seeding

James Irving LLC \$13,500 not ready for seeding

Grimes, Inc. \$28,000 ready for seeding

MSI \$20,000 not ready for seeding

Motion made by Chris Palermo to accept the bid from Percy Inc in the amount of \$16,600 to have the Oxbow Park ready for seeding. Motion seconded by Laura Streets. Motion carried. (3/0)

ADJOURN

Motion made by Chris Palermo to adjourn. Motion seconded by Laura Streets . Motion carried. (3/0)

Meeting adjourned at 6:12pm

Submitted and filed this July 25, 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 JULY 26, 2023

Members: Judy Bickford, Don McDowell, Laura Streets

Absent: Chris Palermo

ADMINISTRATION and STAFF: Chief Jason Luneau, Interim Town Administrator; Judi Alberi, Administrator's Assistant; Sara Haskins, Town Clerk/Treasurer; Tina Sweet, Finance Director; Stacey Ferriman, Assistant Finance Director; Paula Beattie, Human Resources Director

PARTICIPANTS/GUESTS: Tom Cloutier

CALL SELECTBOARD MEETING TO ORDER

Judy Bickford called the Selectboard Meeting to order at 4:34PM at the Tegu Building.

AGENDA CHANGES/ADDITIONS

None

NEW BUSINESS

1. Approve & Sign Warning

Judy Bickford read the warning prepared for the August 29, 2023 special meeting.

Motion made by Don McDowell to approve and sign the presented warning for the August 29, 2023 special election. Motion seconded by Laura Streets. Motion carried (3/0).

ADJOURN

Motion made by Laura Streets to adjourn. Motion seconded by Don McDowell. Motion carried. (3/0)

Meeting adjourned at 4:37pm

Submitted and filed this July 27, 2023 .

Judi Alberi, Scribe

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



MORRISTOWN

Town Administrators Office

PO Box 748

802-888-5147

Morrisville, VT 05661

www.morristownvt.org

Application for Right of Way Permit

Copies of the Town of Morristown Right Way Excavation and Obstructions Policy are available from the Select Board Office.

Tax Map Number: 24051 Permit Number: _____

Applicant Name: Grace Costa / gkzvtproperties@gmail.com

Mailing Address: 61 A Pine ave, Morrisville VT 05661

911 Location: 651 Elmore st. Morrisville

Phone Number: Day 802-698-3345 Evening: same

Work Commencement Date: late summer / fall 2023 Estimated Date of Completion: _____

Description of Work to be Performed: replace sewer line from house to main line under road (rt 12). repair/pave road.

The undersigned request a permit to work within the Town Right of Way in accordance with the Town of Morristown Right of Way Excavations and Obstructions Policy to serve the Applicant's property, located on the side of the Town Highway number 12. The name of this road or street is route 12. The proposed work will be located approximately _____ feet or miles from the intersection of this road/street with _____ road.

The Applicant agrees to adhere to requirements of the **TOWN OF MORRISTOWN RIGHT OF WAY EXCAVATION AND OBSTRUCTIONS POLICY** and the directions, restrictions, and conditions forming a part of this permit application. Dated at Morrisville, VT this 23 day of July, 20 23.

Signature of Applicant: [Signature], or Agent: _____

Instructions: in addition to completing this application, a site visit must be scheduled with the Highway Superintendent or their designee. The Superintendent can be reached at 888-6369/371-9103.

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RIGHT OF WAY EXCAVATION AND OBSTRUCTIONS PERMIT

All work within the right of way must be conducted in accordance with the Town of Morristown Right of Way Excavation and Obstructions Policy. Prior to final approval, all work must be inspected by the Highway Superintendent or their designee. This permit may be revoked at any time in the event of misrepresentations on this application or failure to meet the directions, restrictions or conditions of this permit.

This application is DENIED: _____

This Application is APPROVED: _____

Restrictions, directions and/or conditions: _____

Dated at _____, VT this day of _____, 20 _____.

Signed _____ Title _____ Expirations date if Right of Way work is not completed and has not received final inspection by the Highway Superintendent: _____.

Form PVR-4261-E

ERRORS AND OMISSIONS CERTIFICATE

The Board of Listers of the Town of MORRISTOWN are hereby supplying the following changes to the 2023 Grand List. Specifically:
(Year)

Owner MORESCO MARIO & STANYON PAMELA		SPAN 414-129-12235
Change From \$702,800	Change To \$571,300	Difference -\$131,500
Reason NEMRC DOUBLE SKETCHED THE 1ST FLOOR MAKING THE GROSS LIVING AREA LARGER THAN IT ACTUALLY IS		
Owner LAMARE MONTY & WREND TRACY		SPAN 414-129-11260
Change From \$691,100	Change To \$579,900	Difference -\$111,200
Reason NEMRC DOUBLE SKETCHED THE 1ST FLOOR MAKING THE GROSS LIVING AREA LARGER THAN IT ACTUALLY IS		
Owner CADYS FALLS HOLDINGS LLC		SPAN 414-129-13634
Change From \$382,700	Change To \$455,200	Difference +\$72,500
Reason WRONG SKETCH AND INFORMATION WAS USED FOR THE REAPPRAISAL, IT'S AN AUTO SHOP, NOT STORAGE UNITS		
Owner SHIVELY THOMAS A & CONEY LISA S		SPAN 414-129-10106
Change From \$1,123,100	Change To \$885,400	Difference -\$237,700
Reason WHOLE PROPERTY WAS DOUBLE SKETCHED INCLUDING DWELLING, GARAGE & PORCHES		
Owner MCDOWELL D.M & TEWHILL A.K		SPAN 414-129-10771
Change From \$663,700	Change To \$565,900	Difference -\$97,800
Reason NEMRC DOUBLE SKETCHED THE 1ST FLOOR MAKING THE GROSS LIVING AREA LARGER THAN IT ACTUALLY IS		
Owner SHONIO TODD E		SPAN 414-129-12157
Change From \$924,800	Change To \$1,005,100	Difference +\$80,300
Reason NEMRC MISSED A 9 ACRE LOT ABUTTING THIS PROPERTY AND UNDERGRADED THE PARENT PARCEL LAND		
Owner AUDY CHRISTOPHER		SPAN 414-129-10134
Change From \$652,600	Change To \$418,400	Difference -\$234,200
Reason DWELLING WAS SKETCHED WRONG CREATING 1,152 S/F OF NON-EXISTING GROSS LIVING AREA & WAS AT 100%, SHOULD HAVE BEEN 66%		
Owner		SPAN
Change From	Change To	Difference
Reason		

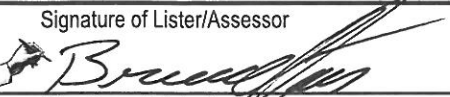
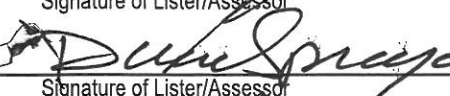
Form PVR-4261-E

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Rev. 02/20

Courtesy of the Vermont Department of Taxes

LISTERS/ASSESSOR AND SELECTBOARD

Signature of Lister/Assessor 	Date 8/3/23	Signature of Selectboard/Alderman 	Date
Signature of Lister/Assessor 	Date 8/3/23	Signature of Selectboard/Alderman 	Date
Signature of Lister/Assessor 	Date 8/3/23	Signature of Selectboard/Alderman 	Date
Signature of Lister/Assessor 	Date	Signature of Selectboard/Alderman 	Date
Signature of Lister/Assessor 	Date	Signature of Selectboard/Alderman 	Date

TOWN CLERK

I, _____, town clerk of _____, certify receipt of these changes. This certificate will be attached to or recorded in the grand list of _____ for tax year _____.

Signature of Town Clerk 	Printed Name	Date
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32 V.S.A. § 4261. Correcting omission from grand list

When real or personal estate is omitted from the grand list by mistake, or an obvious error is found, the listers, with the approval of the Selectboard, before December 31, may supply such omissions or correct such errors and make a certificate thereon of the fact; provided, however, the listers may make a correction resulting from the filing or rescission of a homestead declaration without approval of the Selectboard.

MUST BE ATTACHED TO THE FINAL GRAND LIST FILED WITH THE TOWN CLERK.



SELECTBOARD MEMORANDUM

To: Selectboard
From: Paula Beattie, Human Resources Director
Date: August 7, 2023
Subject: Accept resignation of the Human Resources Director

Suggested Motion:

Accept resignation of the Human Resources Director

Attachments:

None



SELECTBOARD MEMORANDUM

To: Selectboard
From: Paula Beattie, Human Resources Director
Date: August 7, 2023
Subject: Accept resignation of EMS Paramedic

Suggested Motion:

Accept resignation of Chris Clement MEMS Paramedic.

Attachments:

None



Private Road Naming

When a private road name is approved by the Morristown Selectboard a road sign must be ordered and installed. The Town will order the private road sign. The cost of the sign and post must be reimbursed to the Town. For an additional cost the Town can install the private road sign. The sign can be installed by residents **with sign location approved by the Town.** State regulations require Town approval of sign placement.

Please check one of the boxes below

- ☒ I would like the Town of Morristown to install the sign and post.
- ☐ I would like to install the sign and post **with sign location approved by the town.**

Name and number to call when sign is delivered to town:

Todd Shonio 802-888-7736



1. Google or apple map proposals to ensure nothing exists that is similar
2. No first names
3. No apostrophies
4. Make 2 suggestions

In accordance with 24 V.S.A. §2291(16) and 4426, the Selectboard of the Town of Morristown, established an ordinance to develop a more uniform street naming & street addressing system throughout the Town of Morristown that would enable people to locate addresses effectively for providing services and deliveries. Section V-Future Development states: Prior to the issuance of a subdivision permit a developer shall furnish a plan for street naming and street numbering system in accordance with this ordinance to the Selectboard. Final approval of a certificate of occupancy of any principal building erected after July 19, 1996 shall be withheld until permanent and proper numbers have been displayed in accordance with this Ordinance. Private road/street sign shall be the responsibility of the land owner(s). For further information, refer to Ordinance Article 0807-11 on file in the Town Clerk's Office. The Selectboard will allow the option of identifying the road as a private road.

1st choice
2nd choice

Applicant's Name:

Phone:

Todd Shonio

802-279-678

Mailing address:

Location of the Road

Laporte Rd across from

Reason for naming road?

Name of Road

multiple homes building

① Walkers Way

② Marten Lane

What gives you the right to name this road?

Property owner

Complete this application and submit it to the Zoning Administrator, with a map of your road attached, You will be notified promptly of the decision of the Selectboard.

Applicants Signature

Date

Todd Shonio

Reason

☐ Approved

☐ Denied

For the Selectboard

Date



Zoning Office permit & Fee Transmittal Chit

Zoning Fee: \$115.20

Recording Fee: 15.-

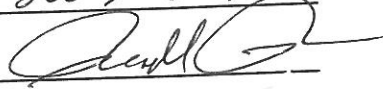
Mylar Fee: -

Total Fees: \$130.20 *

Owner: Lamaille County Conservation District

Date: 7/26/2023

Permit: 2023-077

Signed: 

* SB waiver requested



SELECTBOARD MEMORANDUM

To: Selectboard
From: Judi Alberi, Administrative Assistant
Date: August 7, 2023
Subject: 2023 Proposed edits to Regulation of Private Alarm Systems

Background:

Chief Luneau is requesting an increase to the charges of false alarm calls. Currently, the charge is \$25 for a second false alarm within six months and \$40 for the third and subsequent false alarm calls within the same six months. Chief Luneau request the fees be increased to \$50 and \$75.

Attachments:

1. Article 0807-6.5 Private Alarms DRAFT

Article 0807-6.5: REGULATION OF PRIVATE ALARM SYSTEMS

AUTHORITY: 24 VSA, § 2291, (14), (15)

- A. Statement of Purpose
- B. Definitions
- C. Prohibited Alarms
- D. False Alarm Procedures, Service Charges, Fees and Collections
- E. Registration of Alarm Systems
- F. Audible On-Site Alarms
- G. Exception
- H. Exemption
- I. Enforcement
- J. Liability of Town
- K. Severability

The Selectboard of the Town of Morristown hereby ordain:

A. Statement of Purpose:

This ordinance is enacted to encourage responsible use by those protected by automatic electronic alarm systems. Responsible use included maintaining equipment so that it is not susceptible to false alarms by system failure. A power outage does not constitute a system failure.

B. Definitions:

1. "Alarm System" shall mean any mechanism or device that is used in a building or premises for the detection of burglary, unauthorized entry, any other criminal activity or fire and which is designed to transmit to any receiving station a signal, message, warning, or other indication of an occurrence requiring a police and/or fire department response.
2. "Alarm System User" shall mean any person, partnership, firm, association, cooperation, corporation, or any other entity in control of any building, structure, premises, or facility wherein an alarm system is installed, operated, or maintained.
3. "Chief" shall mean either the Chief of the Morristown Police Department or the Chief of the Morristown Fire Department.
4. "False Alarm" shall mean any alarm signal eliciting a response by police and/or fire personnel when the situation requiring such a response does not in fact exist. An alarm signal caused by violent conditions of nature or other extraordinary circumstances beyond the control of the User does not constitute a false alarm.

5. "On-Site Alarm System" shall mean any mechanism or device which, when activated, causes an audible or visual signal to be activated only in or on the premises wherein the system is installed, operated, and/or maintained.
6. "Department" shall mean the Morristown Police Department or the Morristown Fire Department, as appropriate, or any other agency providing public safety services to the Town of Morristown.

C. Prohibited Alarms:

1. It is unlawful to install, operate, or maintain an alarm system that transmits via telephone line directly to the police or fire station a pre-recorded message requesting a response by either of those departments.
2. All those alarms of this nature that were in place on July 3, 1995 shall be exempt from this prohibition, except that no such alarm may be replaced or repaired if it fails.

D. False Alarm Procedure, Service Charges, Fees and Collection:

1. An alarm system user shall be responsible for all false alarms generated by his/her system or devices.
2. The Chief, or designee from the Department affected, shall charge and collect from the alarm system user the following fees for false alarms:
 - a. Each alarm user shall be entitled to one (1) false alarm during a six (6) month period, without being assessed a service fee.
 - b. Six month periods shall begin on January 1 and July 1 of each year.
 - c. Police Department: Second false alarm with the six months shall result in a charge of \$25 **(\$50)**. Third and subsequent false alarms within the same six months shall result in charge of \$40 **(\$75)** each.
 - d. Fire Department: Second false alarm within the six months shall result in a charge of **\$100**. Third and subsequent false alarms within the six months shall result in a charge of **\$200** each.

3. Appeals: The User shall have the right to appeal to the Chief as to any matter relating to fees and charges. The Chief's decision may be appealed to the Morristown Selectmen, whose decision is final.
4. Payment of Fees and Charges: All fees must be paid within ten (10) days of receipt of notice.

E. Registration of Alarm Systems:

1. Any alarm system user who owns, operates, or maintains an alarm system within the Town of Morristown shall provide to the Chief of each Department, or his/her designee, written information which contains the names, addresses and telephone numbers of the alarm system and at least three (3) persons who can be notified to install, repair or service the alarm system and secure the premises during any hour of the day or night that the alarm might be activated. The alarm system user shall also provide, in writing, full directions to the premises and all other pertinent information regarding the premises. The alarm system user shall promptly notify the Chief, in writing, of any changes in this information. In the event that the alarm system user has contracted with a local service that responds to the scene and takes responsibility for the repair or service of the alarm system, the requirement to designate three persons to respond shall be waived.

F. Audible on-Site Alarms:

Audible on-site alarms, which may be heard in any public place shall be equipped and maintained to shut off automatically no longer than sixty (60) minutes after being activated. All alarms that are not in conformance with this section on the effective date of this ordinance must come into conformance no later than one (1) year after that date.

G. Exception:

Any building owned by the Town of Morristown, the Village of Morrisville, or the Town of Morristown School District shall be exempt from any fees or charges.

H. Exemption:

Under special circumstances, fees assessed under this ordinance may be waived or abated by the Selectboard.

I. Enforcement:

1. Any alarm system user violating any of the provisions of this ordinance, including the failure to pay the service fees designated herein, shall be

subject to a fine not to exceed **\$100** per violation.

2. The Town of Morristown may proceed by a suit in a court of competent jurisdiction to collect the service charge after demand has been made by the Town and the payment thereof has not been remitted.

J. Liability of Town:

The Town's regulation of alarm systems shall not constitute acceptance by the Town of Morristown of any liability to maintain any equipment, to answer alarms, or to take any other action in connection therewith.

K. Commercial Fire Alarms:

Communicating an evacuation can be done via:

Fire Alarm- pulled or initiated whenever a fire emergency occurs or when a full evacuation is required. The initiation of the fire alarm system means an automatic Full Evacuation of the building.

DO NOT pull the fire alarm for the following: Bomb threat, lockdown or a shooting.

L. Severability:

If any section, subsection, or any part thereof, is for any reason held to be invalid by any court of competent jurisdiction, such decision shall not affect the validity or effectiveness of the remaining portions of this ordinance or any part thereof.

This ordinance was adopted on July 3, 1995 at a duly warned Selectboard Meeting at the Village Garage on Maple Street in Morrisville. It was posted in the Morristown Town Clerk's Office, the Morristown Post Office, Morrisville Water & Light Department, Palmer's Inc. and the Price Chopper Supermarket. Notice of this ordinance was published in the News & Citizen, the official Town newspaper, the week of July 9, 1995. It will take effect on September 1, 1995 unless a petition signed by at least five percent of the voters of the Town of Morristown is filed with the Town Clerk by August 17, 1995 asking for a vote to disapprove the ordinance. If a petition is received, the Town of Morristown Selectboard will warn a special meeting and the voters may vote on that question.

Updated February 1, 2016



SELECTBOARD MEMORANDUM

To: Selectboard
From: Judi Alberi, Administrative Assistant
Date: August 7, 2023
Subject: Remove member from Planning Council (Tim Magee)

Background:

During the July 25, 2023 Planning Council meeting minutes reflected the following:

It was discussed that Planning Council member Tim Magee had fallen beneath the required 50% attendance policy required by the Joint Rules document that governs the Planning Council & Development Review Board. It was decided that notice would be sent to the Trustees & Selectboard that Mr. Magee should be removed from the Council due to his failing attendance, and the fact that he has not responded to emails or texts messages from the staff for months now. Mr. Thomas added that he would ask the Town Administration to advertise for the open Planning Council seat as soon as the removal of Mr. Magee was perfected by both the Trustees and Selectboard.

Suggested Motion:

Approve the removal of Tim Magee from the Planning Council effective immediately and authorize administration to advertise for the open planning council seat.

Attachments:

None



Planning Council
PO Box 748
Morrisville, VT 05661

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

2 August 2023

Dear Selectboard,

At the 9 April 2018 Selectboard meeting, the Planning Council successfully lobbied the Selectboard Members to vote to end Morristown's local machinery and equipment tax. The Council previously found that Morristown was the only town in Lamoille County charging such a tax, and the Council further found that the local levying of this tax was wildly inequitable. The Planning Council remains appreciative of the quick response the Selectboard took to eliminate this tax back in 2018. However, as evidenced by the enclosed letter from 3 April 2018, the intent of the Planning Council was not to lose the approximately \$100,000 in annual revenue from the Town's coffers that the machinery and equipment tax raised, but to replace that revenue with a 1% Local Option Tax on meals, rooms, and alcohol. The Selectboard at that time was not in favor of adopting this new 1% Local Options Tax, even though it would have raised even more local tax revenue than the now defunct machinery and equipment tax (thanks to our town's wide array of restaurants, prepared foods at our regional grocery stores, and the growing demand for short-term rentals in our community (Air BnB, VRBO, etc.).

Given the current budget crisis, the Council believes the Selectboard should reconsider its previous stance against the 1% Local Option Tax on meals, rooms, and alcohol. The Council believes this Local Option Tax to be low hanging fruit, as this new revenue would mostly be paid by tourists visiting our community, residents of surrounding towns that shop and dine here, and those in our community that can afford to eat at a restaurant or purchase pre-prepared food. Surrounding Towns like Elmore and Stowe already charge some form of this small tax, so adopting it here in Morrisville/Morristown will not encourage diners to avoid local businesses and go outside out community to avoid this tax. If a diner tried to do so, the cost of gas to avoid this tax will generally be greater than staying local and paying this small tax, which many people will not even notice being added to their restaurant bill.

While adopting a 1% Local Option Tax on meals, rooms, and alcohol will not help with the currently stalled budget, it probably will help with the new 2024-2025 budget that the Selectboard will start work on this fall. Because this 1% tax requires town or village charter work, the Planning Council suggests the Selectboard vote as soon as possible to form a 1% Local Option Meals, Rooms, and Alcohol Tax Committee, and also vote to advertise for committee members. The 1% Local Option Tax Committee will need to start meeting in September to have any hope of obtaining Legislative approval of their Charter work in the spring, and to collect this badly needed local revenue at the start of the new fiscal year in July of 2024. Thank you in advance for your immediate action regarding this important request.

Sincerely,

Etienne Hancock, Chair



Planning Council
PO Box 748
Morrisville, VT 05661

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

FILE COPY



3 April 2018

Dear Selectboard Members,

Stan Biasini of Mt. Mansfield Creamery attended the March 20th Planning Council discussion regarding the town's existing machinery and equipment tax. At this meeting, Mr. Biasini, and Allen Van Anda of Lost Nation Brewing, asked the Council to vote to repeal the machinery and equipment tax. As the Council understands it, the machinery and equipment tax was authorized by Town Meeting and it can only be repealed or phased-out via Town Meeting vote (32 VSA §3849). While tax policy is outside the normal purview of the Council, it was hard not to agree with Mr. Biasini after learning that Morristown is the only town in Lamoille County levying this tax on the equipment of our local businesses.

In recent years, the Council has tried to push a local-first agenda, especially as it relates to growing the many fantastic small businesses in our community. When budget discussions start in the fall, the Council asks that the Selectboard consider forgoing or replacing the \$103,000 that the machinery and equipment tax raises per year towards municipal taxes. The Council fully understands how difficult it is for the Selectboard to put together a budget every year, especially how hard it would be to lose approximately \$103,000 of revenue therefrom. As a suggestion to backfill the loss of this tax revenue, the Council also voted unanimously on March 20th to ask the Selectboard to examine implementing a 1% Rooms and Meals Tax. Stowe uses the monies raised from this tax to fund many worthwhile investments in its community, including Jackson Arena. According to the enclosed materials from Vermont Department of Taxes, Morristown could raise more local revenue from the 1% Rooms and Meals Tax than what the current machinery and equipment tax yields, due partially to all our new restaurants and breweries and a surging demand for overnight stays in our community via sharing economy businesses like Air BnB and VRBO. Please note that this 1% tax requires charter work.

The Council recently heard from a Randolph Selectman that this same the machinery and equipment tax was directly responsible for the loss of that town's industrial job sector to neighboring communities. Companies like Ethan Allen made the decision to relocate to a nearby town that was more tax competitive. Granted the town of Randolph administers this tax differently than Morristown currently does, as it requires IRS depreciation schedules to establish machinery and equipment values as the basis for the local tax. With Charles McArthur's upcoming retirement, this tax, if administered differently, has the potential to be problematic for the business community in Morristown as well.

If it pleases the Selectboard, the Planning Council would be happy to appear on an upcoming Selectboard agenda to discuss this important issue further. Thank you for your consideration.

Sincerely,
The Morrisville/Morristown Planning Council

The Vermont Statutes Online

Title 24 : Municipal And County Government

Chapter 005 : County Officers; Powers And Duties

Subchapter 001 : Assistant Judges

(Cite as: 24 V.S.A. § 138)

§ 138. Local option taxes

(a) Local option taxes are authorized under this section for the purpose of affording municipalities an alternative method of raising municipal revenues to facilitate the transition and reduce the dislocations in those municipalities that may be caused by reforms to the method of financing public education under the Equal Educational Opportunity Act of 1997. Accordingly:

(1) the local option taxes authorized under this section may be imposed by a municipality;

(2) a municipality opting to impose a local option tax may do so prior to July 1, 1998 to be effective beginning January 1, 1999, and anytime after December 1, 1998 a local option tax shall be effective beginning on the next tax quarter following 90 days' notice to the Department of Taxes of the imposition; and

(3) a local option tax may only be adopted by a municipality in which:

(A) the education property tax rate in 1997 was less than \$1.10 per \$100.00 of equalized education property value; or

(B) the equalized grand list value of personal property, business machinery, inventory, and equipment is at least ten percent of the equalized education grand list as reported in the 1998 Annual Report of the Division of Property Valuation and Review; or

(C) the combined education tax rate of the municipality will increase by 20 percent or more in fiscal year 1999 or in fiscal year 2000 over the rate of the combined education property tax in the previous fiscal year.

(b) If the legislative body of a municipality by a majority vote recommends, the voters of a municipality may, at an annual or special meeting warned for that purpose, by a majority vote of those present and voting, assess any or all of the following:

(1) a one percent sales tax;

(2) a one percent meals and alcoholic beverages tax;

(3) a one percent rooms tax.

(c) Any tax imposed under the authority of this section shall be collected and administered by the Department of Taxes, in accordance with State law governing such State tax or taxes; provided, however, that a sales tax imposed under this section shall be collected on each sale that is subject to the Vermont sales tax using a destination basis for taxation. Except with respect to taxes collected on the sale of aviation jet fuel, a per-return fee of \$5.96 shall be assessed to compensate the Department for the costs of administration and collection, 70 percent of which shall be borne by the municipality, and 30 percent of which shall be borne by the State to be paid from the PILOT Special Fund. The fee shall be subject to the provisions of 32 V.S.A. § 605.

(d)(1) Except as provided in subsection (c) of this section and subdivision (2) of this subsection with respect to taxes collected on the sale of aviation jet fuel, of the taxes collected under this section, 70 percent of the taxes shall be paid on a quarterly basis to the municipality in which they were collected, after reduction for the costs of administration and collection under subsection (c) of this section. Revenues received by a municipality may be expended for municipal services only, and not for education expenditures. Any remaining revenue shall be deposited into the PILOT Special Fund established by 32 V.S.A. § 3709.

(2)(A) Of the taxes collected under this section on the sale of aviation jet fuel, on a quarterly basis, 70 percent of the taxes shall be paid to the municipality in which they were collected, and 30 percent shall be deposited in the Transportation Fund.

(B) All revenues referenced in subdivision (A) of this subdivision (2) shall be used exclusively for aviation purposes consistent with 49 U.S.C. § 47133 and Federal Aviation Administration regulations and policies.

(e) As used in this section, “municipality” means a city, town, or incorporated village.

(f) Nothing in this section shall affect the validity of any existing provision of law or municipal charter authorizing a municipality to impose a tax similar to the local option taxes authorized in this section.

(g) If the legislative body of a municipality by a majority vote recommends or by petition of ten percent of the voters of a municipality recommends, the voters of a municipality may at an annual or special meeting warned for that purpose by a majority vote of those present and voting rescind any or all of the local option taxes assessed under subsection (b) of this section. (Added 1997, No. 60, § 88; amended 1997, No. 71 (Adj. Sess.), § 61, eff. March 11, 1998; 1999, No. 49, § 87, eff. June 2, 1999; 2001, No. 144 (Adj. Sess.), § 25; 2003, No. 66, § 53b, see effective date note set out below; 2003, No. 68, §§ 66, 68, eff. June 18, 2003; 2003, No. 152 (Adj. Sess.), § 15; 2005, No. 215 (Adj. Sess.), §§ 286, 293b, 293c; 2009, No. 160 (Adj. Sess.), § 8; 2011, No. 128 (Adj. Sess.), § 37; 2011, No. 143 (Adj. Sess.), § 48, eff. May 15, 2012; 2017, No. 158 (Adj. Sess.), § 36, eff. Jan. 1, 2019.)



SELECTBOARD MEMORANDUM

To: Selectboard
From: Todd Thomas, Planning/Zoning Director
Date: August 7, 2023
Subject: 2023 proposed edits to Morrystown Road Policy

Background:

The Selectboard still has to provide guidance if it would like the approximately 4 year old suspension of accepting dead-end roads to continue.

Attachments:

1. Morrystown Road Policy (2023 proposed changes)

Town of Morristown Road Policy

A. Classification of Highways

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

B. General Policies Roads & Acceptance as Town Roads

1. Road Construction Expenses. All expenses, legal or otherwise, shall be borne by the applicant in the process of laying out, constructing and improving proposed highways that are to become town roads, including constructing driveways, putting up signs and installing roadway and driveway culverts and signs.
2. Road Acceptance Expenses. All expense incurred by the town in connection with a request for Road Acceptance shall be borne by the applicant. These include, but are not limited to, public warning and legal fees for review of surveys, easements, and deeds.
3. Road Improvements Needed for Acceptance. The applicant shall demonstrate a clear work plan that shall be approved by the Selectboard for any work needed to bring a private road into compliance with the Road Specifications found in §C.
4. New Town Roads Shall Promote Public Good. Any road put up for acceptance shall be found by the Selectboard to benefit all abutting landowners and promote the public good.
5. Waiting Period for Road Acceptance. No proposed road will be accepted by the Selectboard as a town highway until said road, upon completion, has been placed in service and used by the public as a thoroughfare for at least one year.
6. Town Road Maintenance Limited. For any new road accepted as a town road, the town shall only be responsible for the maintenance of the paved surfaces, including ice and snow removal, ~~and The Town~~ shall not be responsible for maintaining the road's stormwater system or absorbing the cost of any associated State stormwater fees.
7. Class 4 Road Maintenance. The town will not provide improvements or maintenance to Class 4 roads not presently maintained. Private improvements to a Class 4 roadway require prior permission from the Selectboard, per the Selectboard's most current version of its Class 4 Road Policy. Class 4 roads that are currently maintained will not be maintained beyond the current level of repair.
8. Selectboard Approval of New Subdivision Roads. The Selectboard shall determine if new development roads meet the standards found below in §C prior to the Development Review Board granting §750 Final Plat Approval, also as specified in the Morristown Subdivision & Zoning Bylaws. The Selectboard shall also name said road at this same time.
9. Dead-End Roads ~~Not Town Roads~~. Dead ends roads must have 5 or more lots with completed structures/dwellings thereon, must be a minimum of 1000 feet in length, and must also have a minimum of a ~~100-foot turning radius or an approved hammer head turnaround~~ 70-foot diameter cul-de-sac. There must also be a

Commented [TT1]: The "not town roads" piece should be removed since the Selectboard is now taking over dead-end roads. Or the SB ends the suspension of this part of the policy (which I recommend).

deeded area for a snow dump. Exceptions to this rule shall be determined on a case-by-case basis through consultation with highway department with final approval by the Selectboard.

10. Substandard Roads to Remain Private. Development roads that the Selectboard determines not to meet the standards contained in §C of this policy shall be conditioned in the subdivision approval as “to remain private in perpetuity” with such language added as a deed restriction for each subdivision lot.
11. Downgrading Substandard Roads. The existing town road network shall be reviewed by the Selectboard, in consultation with the village & town road foremen, at least every 5 years to determine if dead-end roads that do not serve a public purpose should be downgraded or discontinued.
12. Recording Roadway Changes Required. Any change in a road classification or layout shall be recorded in the Land Records.
13. Legal Trails. A trail is a public right-of-way that is not maintained and is not a public highway. A trail is often a previously designated town highway having the same width as the designated town highway, or a lesser width if so designated; or a new public right-of-way laid out as a trail by the Selectboard for the purpose of providing access to abutting properties or for recreational use.

C. Road & Access Standards

1. Rural Road Specifications: Town roads located in the Rural Residential Agricultural (RRA) Zone shall have a gravel surfaced a be a minimum of 20 feet wide plus a two foot wide shoulder on each side of the road. The construction of said roads shall match the cross-section shown in Appendix 1.
2. Urban Road Specifications. Town roads located in all other zones including all business zones, shall be paved with bituminous concrete and be at least 18-24 feet wide, with said per the direction of the Selectboard depending on the amount and type of traffic expected. The construction of said roads shall match the cross-section shown in Appendix 2.
3. Private Road Minimum Specifications. Private roads built to less than town road standards that provide access to three or more properties shall have a minimum width of 16-feet (measured from the outside edge of the roadside ditches), be passable in all seasons by a standard car and be paved or gravel depending on the underling zoning of the area per the Rural or Urban Specifications found above. Access roads to two or less properties shall be determined to be private driveways and shall not be required to meet either the Urban or Rural cross-sections and shall not be serviced as town roads.
4. Road Right-Of-Way. All proposed roads shall have a minimum 50-foot right-of-way. The traveled roadway shall be in the center of said right-of-way.
5. Maximum Grade. The centerline grade of new town roads shall not exceed 10%.
6. Road Intersections. New roads shall meet existing roads at a 90° angle for 75 feet measured from the intersecting centerlines. This first 75 feet of new roadway from said intersection shall have a grade of no more than 5% and be paved in the

instance when a new gravel road intersects a paved road to prevent washboarding. New road intersections shall be located at least 125 feet from any existing road intersection on the same side of the road and line up with any existing intersection on the opposite side of the road or maintain at least the same minimum 125 foot buffer distance.

7. Road & Driveway Culverts. Road culverts ~~shall be constructed of steel and~~ shall be at least ~~15~~ 24-inches in diameter or larger, depending on hydraulic need, as determined by the applicable road foreman and not less than 40-feet in length. Driveway culverts ~~shall be constructed of steel and~~ shall be at least ~~15~~ 18-inches in diameter or larger, as determined by the applicable road foreman and not less than 30-feet in length. The Town will ~~install~~ oversee but not install driveway culverts inside the Town right-of-way, but the Town shall not be responsible for the acquisition cost of any driveway culvert or replacement thereof.
8. Access Permits Required for access to Town Roads. Any person wishing to gain a new access or accesses onto a town highway must first obtain an Access Permit from the Zoning Administrator prior to building a new driveway access or cutting a curb. The Zoning Administrator shall not issue an Access Permit without prior consultation with the Highway Superintendent.
9. One Access point per Parcel: Each parcel is only allowed one Access Permit for a single curb cut / driveway. A second driveway / curb cut shall only be allowed on a parcel when existing structures are located more than 250 apart or when severe topography or wetland exists or a making a portion of the subject property that is desired to be used inaccessible from the primary curb cut.
10. Access Secondary Frontage. When a property has frontage on more than one roadway, the curb cut shall be directed to secondary roadway and away from the primary roadway. Said curb cut may only be located on the primary roadway when the secondary road frontage is illusory due to natural features such as severe topography, wetlands, etc.
11. Road Cut Permit Required. Any individual requesting to excavate or work in a town right-of-way must submit a road cut permit application to the Selectboard for approval. Road cuts shall not be permitted between November 1st and May 1st.
12. Driveways & Parking Areas. The access width of driveways & parking areas that enter upon a town road shall have a minimum width of 12 feet and a maximum width of 20 feet for residential uses, or a maximum width of 40 feet for commercial uses. New driveways and parking areas shall slope away from the town road and not drain stormwater thereon.
13. Sidewalks. Sidewalks shall accompany Roads as directed by the Morristown Sidewalk Policy, as drafted by the Planning Council, approved by the Selectboard and required by the Development Review Board or Zoning Administrator.

Original policy approved & adopted on 19 August 1985

Substantially revised policy approved on 28 September 2015 & effective 1 November 2015

Amended December 17, 2018

Amended August 12, 2019

Amended _____, 2022



Planning Council
PO Box 748
Morrisville, VT 05661

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

3 August 2023

Dear Selectboard,

Highways Superintendent Kevin Barrows joined the Planning Council at its July 25th meeting to speak about existing dead-end town roads that were being plowed and maintained that did not meet the Town's minimum requirements for receiving these services as stated in the the Morristown Road Policy. The list of dead-end roads that were discussed as candidates for discontinuance because they fail to meet the minimum Section B(9) requirements of the Town Road Policy were: Call Road, Chaffee Road, Cloverdale Road, Cram Road, Lague Road, Lanphear Road, Ledge Road, Neil Road, Rooney Road, Ross Hill Road, Samoset Road, Stearns Road, Sand Ridge, Stub Towne Road, Tine Mckee Road, Watanjay Farm Road, and Wyman Road. These substandard roads ended up on the Town's "plow-list" over the years for various reasons, though in the Council's estimation, most are no longer valid. The once thriving dairy farms that required daily winter plowing are gone (ex. Lanphear Rd), the requisite number of homes required in the Town Road Policy no longer remain (Samoset Rd), and for some roads (ex. Stub Towne Rd.) the Town Road Crew services are no longer desired by the property owners. For most other roads on this list, the Town Road Crew is in effect providing private plowing services for only 1 or 2 homes on short dead-end roads. It is important to note the Road Crew servicing these short dead-end roads is more time consuming than plowing a much longer Town Road that meets the minimum requirements of the Road Policy due to the lack of a plow turnaround, and the time it takes to turn around a plow truck on these short dead-end roads. There is even an existing Town Road, Cloverdale, where the Town plows a road that is not used by the property owner in the winter. Highway Superintendent Barrows told the Planning Council that he expects to save approximately \$20,000 of taxpayer money annually if the request to discontinue or downgrade the aforementioned substandard dead-ends roads, per Section B(11) of the Town Road Policy, is approved by the Selectboard.

Given the Town's present budget situation, the Council suggests that the Selectboard begin the Section B(11) review process stipulated in the Town Road Policy to review the Town maintenance of these aforementioned substandard dead-end roads this summer. Beginning the process now gives the residents on these roads the time needed to find private plow services for the winter. If the Selectboard decides to not discontinue the Town servicing of any of these substandard dead-end roads, the Planning Council asks that Section B(9) of the Morristown Road Policy be updated to reflect the criteria the Selectboard uses to make this decision. Thank you in advance for your consideration of this important request.

Sincerely,

Etienne Hancock, Chair

Rules of Procedure for Jointly Appointed ~~Subordinate~~ Boards

1. Source of Authority

All jointly appointed ~~subordinate~~ boards of the Morristown Selectboard and the Morrisville Village Trustees shall be governed by the provisions of all applicable Vermont State Statutes (specifically including the Vermont Open Meeting Law – 1 VSA §310-314), Municipal Bylaws, and these Rules of Procedure.

2. Purpose

All jointly appointed ~~subordinate~~ boards shall be subject to these “Rules of Procedure” to ensure that all meetings are timely, efficient, and transparent to and for the public, and to ensure consistency of procedures for all joint boards.

3. Application

This policy setting forth these Rules of Procedure for all meetings of all jointly appointed ~~subordinate~~ boards shall apply to all regular, special and emergency meetings of these boards. These Rules of Procedure for jointly appointed ~~subordinate~~ boards shall be made available by the Town & Village Clerk upon request. These Rules of Procedure may only be amended by a successful majority vote of each Legislative Body.

4. Appointment

All jointly appointed ~~subordinate~~ boards shall be appointed by a majority vote of each Legislative Body. Upon receiving notice of a board vacancy per #9 of these rules, the Legislative Bodies, to ensure the continuity of the ~~subordinate~~ jointly appointed board or committee, shall first look to fill any vacancy with an existing board alternate that desires to become a full-time member of their respective board. If no such alternate exists, the Town’s Administrative Assistant shall notice the vacancy on jointly appointed boards on the Town’s website, and post a link regarding this vacancy on Front Porch Forum (or an equivalent digital platform). In addition to the incompatible offices listed in 24 VSA §2647, only Village or Town residents who appear on the current voter checklist shall be eligible to serve on jointly appointed boards¹ Selectboard and Trustee members shall not be eligible to serve on jointly appointed boards, and jointly appointed board and committee members are prohibited from serving on other Selectboard and Trustee jointly appointed boards and committees. ~~However, if no Village or Town residents on the voter checklist step forward to serve within a month of a vacancy being posted, the Legislative Bodies may appoint a non-Town or non-Village resident to fill the vacancy.~~ Village and Town residents interested in serving on a jointly appointed ~~subordinate~~ board shall email the Town’s Administrative Assistant (Admin@MorristownVT.org) regarding interest in filling said vacancy. The Town’s Administrative Assistant shall keep an ongoing list of all emails received from eligible residents wishing to serve on a jointly appointed board during the current calendar year. The Administrative Assistant shall provide all emails received (from candidates that responded to the vacancy posting, and from candidates that previously applied within the calendar year), to each Legislative Body. Candidates for any vacancy on a jointly appointed board shall interview with the board that they are interested in, and said board shall furnish an appointment recommendation to each Legislative Body at the conclusion of the interview process.

¹ All existing members of jointly appointed ~~subordinate~~ boards as of 4 May 2022 are grandfathered from this new residency requirement. Said members, regardless of existing or future residency, may continue to serve on said boards, and shall remain eligible to be reappointed thereto upon the expiration of their current term.

5. Election of Officers

All jointly appointed ~~subordinate~~ boards shall elect annually a Chair & Vice Chair. Said election shall take place at the board's first meeting after appointments are made by the respective Legislative Bodies.

6. Chair

The Chair shall set the agenda, preside over the meeting, call it to order, maintain order, decide all questions of order and procedure, and shall appoint any sub-committees found necessary to carry out the business of the respective board or commission.

7. Vice Chair

The Vice Chair shall assume all duties and authorities in the absence of the Chair.

8. Meeting Minutes

Meeting minutes shall include all meeting actions and proceedings, showing the vote of each board member upon every question, or if absent, disqualified, or failing to vote, shall so indicate. Meeting minutes shall include the names of all board members in attendance, a summary of the facts on which the decisions are based, and the decisions rendered. All meeting minutes must be kept in accordance with 1 VSA §312(b)(2).

9. Vacancies

The Chair of all jointly appointed ~~subordinate~~ boards shall notify the Morristown Selectboard and the Morrisville Village Trustees of any vacancy ~~within~~ on their board within one week from said vacancy taking place. Said vacant seat shall be filled by ~~via~~ the #4-appointment process for the remainder of the term.

10. Quorum

A quorum must be present for any meeting, vote or official action of all jointly appointed ~~subordinate~~ boards. A quorum shall consist of a majority of the jointly appointed respective board, regardless of any vacancies or disqualification, in order for the respective board to act. If a quorum of the members of the respective board or commission is not present, no action shall be taken and/or conducted.

11. Recess of Meeting or Hearing

All jointly appointed ~~subordinate~~ boards may recess a meeting or hearing if all business cannot be disposed of on the day set. No further public notice shall be necessary provided that the date, time and place of the recessed meeting shall be announced before adjournment.

12. Majority Vote Required

Determinations on any matter before all jointly appointed ~~subordinate~~ boards shall require the concurrence of a majority of the respective board or commission regardless of any vacancies or disqualifications.

13. Attendance

Members of all jointly appointed ~~subordinate~~ boards are strongly encouraged to resign if total absences exceed fifty percent of the total meetings in a calendar year. Attendance of all jointly appointed subordinate boards can be reviewed by the Morristown Selectboard and the Morrisville Village Trustees annually and shall be a consideration during the reappointment decision-making process.

14. Conflict of Interest

All jointly appointed subordinate boards ~~are strongly encouraged to adopt their own~~ shall comply with the conflict of interest policy ~~ies until such time that a blanket policy is~~ adopted by the Morristown Selectboard and ~~or~~ the Morrisville Village Trustees.

For the Village of Morrisville:

Village Trustees Chair & Date

For the Town of Morristown:

Selectboard Chair & Date