TOWN OF MORRISTOWN SELECTBOARD
MEETING NOTICE & AGENDA
COMMUNITY MEETING ROOM
On Zoom and at 43 Portland St. Morrisville, VT 05661
5:30 PM Monday, December 4, 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.

NOTE: Selectboard members will discuss the agenda items before opening the discussion to the public. Comments from the public on the agenda items will be taken for two minutes per person with each person being allowed to speak a second time after every one in attendance has had a chance to be heard. The Community Comment agenda item provides an opportunity for the community members to speak once, for two minutes each, to share their perspective with the Selectboard. For topics raised that are not on the agenda, the Selectboard may answer a question, but one should not expect a two-way dialogue or any actions to be taken. The Board will listen carefully to inform if the topic may be included in future agendas.

I. CALL SELECTBOARD MEETING TO ORDER

II. AGENDA CHANGES/ADDITIONS

III. APPROVE MINUTES

1. Approve minutes 11-6-23
2. Approve minutes 11-13-23
3. Approve minutes 11-27-23

IV. NEW BUSINESS

1. Review & Support Vermont Department of Fish & Wildlife acquisition of 637 Duhamel Road (Avery)
2. Introduce Elizabeth Townsend, HR Director
3. Approve Errors and Omissions Certificate
4. Approve and sign Certificate of no appeal or suit pending Grand List
5. Approve MFD Purchase combi tool $14,400.29
6. Approve extending Percy's contract for Duhamel Pit haul road
7. Accept Kelly Mayo's and Peter Fitz resignation from EMS
8. Approve new wage for Colby Masse's paramedic certification
9. Review and Adopt the Selectboard Working Agreement from recent workshop with David Ford
10. Morristown Charter Update - Carrie Johnson

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 - Personnel

XII. ADJOURN

SELECTBOARD MEETING MINUTES
OF NOVEMBER 6, 2023

Members: Judy Bickford, Don McDowell, Christopher Palermo, Laura Streets*, Richard Craig

Absent:

ADMINISTRATION and STAFF: Chief Jason Luneau, Interim Town Administrator; Kevin Barrows, Highway Superintendent; Dennis DiGregorio, Fire Chief; Tina Sweet, Finance Director; Sara Haskins, Town Clerk/Treasurer; Tricia Follert*, Community Development Coordinator, Todd Thomas, Planning Director, Brian Yeaton, Lister; Charles Burnham, Lister

PARTICIPANTS/GUESTS: Jamie Jared, Sheila Tarbox, Tony Cote, Etienne Hancock, Alexander Cyr, Jerry & Evelyn Throne, Uwanna Perras, Yon Perras, Kathy Chaffee*, Nancy Dunavan*, Harriett Merrill, Peter Merrill, Julia Compagna, Kevin Petrochko, Joanne Godfrey, Tad Lamell, Charlie King, Cynthia Lamell, Julie Parker, Prudy Newton, Melissa Rose, Barry Russo, Mark Sutton, Carrie Johnson, Joyce & George Cormier, Maria Ward, Judy O'Neill, Bob Heanue, David Early, Tyler Mumley, Donald Compagna, Cindy Hood, Barbara Kiely, Wallace Reeve, Travis Knapp

**participating via Zoom*

CALL SELECTBOARD MEETING TO ORDER
Judy Bickford called the Selectboard Meeting to order at 5:30 PM at the Tegu Building.

AGENDA CHANGES/ADDITIONS
Delete #12 Discuss Meals/Refreshments at Joint Selectboard/Trustees Meeting

APPROVE MINUTES

1. **Approve minutes of 10-16-23 Public Hearing**
   Motion made by Chris Palermo to approve the minutes of October 16, 2023 public hearing. Motion seconded by Richard Craig. Motion carried. (5/0)
2. **Approve minutes of 10-16-23**
   Motion made by Chris Palermo to approve the minutes of October 16, 2023. Motion seconded by Richard Craig. Motion carried. (5/0)
3. **Approve minutes of 10-23-23**
   Motion made by Chris Palermo to approve the minutes of October 23, 2023. Motion seconded by Richard Craig. Motion carried. (5/0)
4. **Approve minutes of 10-25-23**

Motion made by Chris Palermo to approve the minutes of October 25, 2023. Motion seconded by Richard Craig. Motion carried (5/0).

NEW BUSINESS

1. **Approve Errors & Omissions Certificate**

   Motion made by Don McDowell to approve the Errors & Omissions Certificate as submitted by the Board of Listers of the Town of Morristown. Motion seconded by Richard Craig. Motion carried. (5/0)

2. **Discuss taking over Dr. Tinker Street as a town road**

   Copley Hospital representatives requested the Town of Morristown take over the upkeep of Dr. Tinker Street as a town road. Tyler Mumley, the engineer, gave updates on the project. There was concern from patrons of the Copley Country Club over the ramifications of the road being extended and thus interfering with the current status of the golf course.

   Motion made by Don McDowell for The Town of Morristown to accept Dr. Tinker Street as a town road. Motion seconded by Chris Palermo. Motion failed (0/5).

   Judy Bickford recognized members of Boy Scout Troop 876 who were present working on a civics merit badge.

3. **Approve buyout of 2284 Vermont Route 15 East due to flood**

   The property owners of 2284 VT Rte 15E are working with FEMA and Vermont Emergency Management for a buyout of the property as the land and structures are essentially inhabitable due to the flooding in July. Discussion ensued regarding the actions that need to be taken by the property owners to meet the town's concerns regarding their liability.

   Motion made by Don McDowell for the town to approve the buyout of Parcel 09-017 located at 2284 Vermont Route 15 East due to the substantial damage caused by the flood of July 2023. Motion seconded by Richard Craig. Motion carried (5/0).

4. **Decision on Zoning Bylaws 2023**

   Motion made by Chris Palermo to approve the 2023 Morrisville/Morristown Zoning Bylaws. Motion seconded by Don McDowell. Motion carried. (5/0)

5. **Discuss Town Charter with Carrie Johnson**

   Carrie Johnson outlined the planning needed for the public outreach campaign, and requested the vote on the Town Charter be in November 2024. One of the tasks is to appoint a Charter Committee to organize these efforts. A discussion followed on the charter and the local option tax.

6. **Approve a 3 year contract for Kofax software**

   Tina Sweet, Finance Director, presented a proposal for the purchase of Kofax software. It features the ability to scan electronic invoices, decreasing staff labor and requiring less retrieval time of these documents and data. The cost is already budgeted in the financial software budget line item.

   Motion made by Don McDowell to approve a three-year contract with Kofax software at a price of $15,563 for year one and year 2, the third year would be $4,813 and authorize Jason Luneau, Interim TA to sign the contract. Motion seconded by Chris Palermo. Motion carried. (5/0)

7. **Discuss Town Informational Meeting January 6, 2024**

   Town Clerk, Sara Haskins reported that she had contacted the high school to use the gym on the morning of January 6, 2024 as a meeting place for the community to meet with the town officials and review the draft budget and draft warning, as there will no longer be an in-person annual town meeting discussion. The social service organization representatives will be invited and food available.

The gym is only available until noon that day. As it is the first time the town will be hosting this event, Sara asked the Board for any specific requests they have for the setup and/or audio-visual requirements so that she can plan. Sara was thanked by the Board for her efforts in coordinating this event.

8. **Discuss Annual Meeting mailing ballots**

   Sara Haskins, Town Clerk, inquired if the Board wished to mail all active voters their ballot for annual town meeting. She recommended for the consistency of voters that the Town and School Boards work together to proceed in the same direction. This March is also the presidential primary and voters will have to request their federal ballot. The statistics have shown over the past elections that mail-in ballots result in a greater number of people voting. Discussion continued on the cost/benefit ratio of this action.

   Motion made by Don McDowell to approve the mailing of ballots. Motion seconded by Chris Palermo. Motion carried (3/2) Don McDowell (Y), Judy Bickford (N), Chris Palermo (Y), Laura Streets (Y), Richard Craig (N).

9. **Delinquent Tax Sale**

   Sara Haskins, Delinquent Tax Collector, presented a list of delinquent taxes. The list she had presented in September had 23 properties on it and this list has 8. Sara shared that she had a conversation with Jim Barlow, Delinquent Tax Sale Attorney regarding if he thought the Town should change their delinquent tax sale policy or procedures. The attorney's advice was that he would not recommend making changes to Morristown's policy as Morristown has had one of the most successful collection rates and holds one of the least number of delinquencies in the state that he is aware of.

   Motion made by Chris Palermo to approve a Delinquent Tax Sale for the 3 parcels over $1,000 and to engage Attorney Jim Barlow to conduct the sale. Motion seconded by Richard Craig. Motion carried. (5/0)

10. **Adopt VT-Alert as a public safety notification system**

    Jason Luneau, Chief of Police, requested that the Town of Morristown adopt the VT-Alert as a free public safety notification. Once it is setup there will be a link on the Town website for community members to signup to receive alerts.

    Motion made by Chris Palermo that the Town of Morristown adopt VT-Alert as a public safety notification. Motion seconded by Don McDowell. Motion carried. (5/0)

11. **Approve hiring full time Patrol Officer Jackson Caide Alberi-Schroeder**

    Motion made by Chris Palermo to approve the hiring of full time Patrol Officer Jackson Caide Alberi-Schroeder at the salary of $29.38 to start on 11.20.2023. Motion seconded by Richard Craig. Motion carried. (5/0)

12. **Discuss Meals/Refreshments at Joint Selectboard/Trustees Meeting**

    Deleted

OLD BUSINESS

none

APPROVE WARRANTS

Motion made by Chris Palermo to approve the warrants. Motion seconded by Don McDowell. Motion carried. (4/0/1) Laura Streets obtained as she was on zoom.

DEPARTMENT HEAD REPORTS

Kevin Barrows, Highway Superintendant, notified the Selectboard that he sent out a mailer to residents of

Moren Loop that the town would be closing the steep part of Moren Loop for the winter.

Todd Thomas, Planning Director, shared that Copley Hospital had begun the process for the Town to take over the road before the road policy was amended and they might be grandfathered into the old rules. He suggested that the Board should get legal counsel to look into it.

Sara Haskins, Treasurer, shared that property taxes are due November 15.

TOWN ADMINISTRATOR'S REPORT

Jason Luneau, Interim Town Administrator, expressed his appreciation to Carrie Johnson for her municipal knowledge and stated that she is a great asset. She is working on four assignments for the town. He expressed thanks to the Highway Department for their work on Halloween. He also noted that budget meetings would begin next week.

SELECTBOARD COMMENTS

Laura Streets thanked the Fire Department and the Police Department for their efforts during their recent activity. She stated that she was researching ARPA & MDF investments and there will be a meeting soon with Edwards Jones. Laura stated that the VLTC is offering selectboard training and ethics workshops.

Richard Craig expressed thanks to Sara Haskins for her collaborations with the Morristown schools.

Chris Palermo had no comment.

Don McDowell commented on the Town Plan amendment, the plan to invite the legislators to attend a selectboard and trustees' meeting, and the need for a meeting with Peter Danforth about the flooding of the Oxbow.

Judy Bickford had no comment.

COMMUNITY COMMENTS

Various questions, opinions and suggestions were made. It was stated that the hiring of the HR Director should be held until after the Town Manager was hired, which would allow that person to be involved. There was a suggestion that an audit of the town's employees should be conducted. A question was asked about the significance of a "downtown designation", which was referred to Tricia Follert, Community Development Coordinator.

OTHER BUSINESS

1. **Possible Executive Session - Labor, Legal, Personnel**

   Motion made by Chris Palmero to go to Executive Session because I find that premature general public knowledge of labor relationships with employees to the body will clearly place the town at a substantial disadvantage. Motion seconded by Don McDowell. Motion carried. (5/0)

   Motion made by Chris Palmero to go to Executive Session to discuss labor relations agreements with employees under the provisions of Title 1 section 313 (a) (1)(b) of the Vermont Statutes, to include Interim Town Administrator Jason Luneau; Interim Human Resources Director, Tina Sweet; and Highway Superintendent, Kevin Barrows. Motion seconded by Don McDowell. Motion carried. (5/0)

   Motion made by Chris Palmero 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 Don McDowell. Motion carried. (5/0)

Motion made by Chris Palmero 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. Motion seconded by Don McDowell. Motion carried. (5/0)

Motion made by Chris Palmero 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 Don McDowell. Motion carried. (5/0)

Motion made by Chris Palmero 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 Don McDowell. Motion carried. (5/0)

Motion made by Chris Palmero to come out of Executive Session at 8:27 PM. Motion seconded by Richard Craig. Motion carried. (5/0)

Motion made by Chris Palmero to ratify contract agreements with the highway union. Motion seconded by Don McDowell. Motion carried. (5/0)

Motion made by Chris Palermo to approve increasing Kevin Barrows, Highway Superintendent to step 8 at $37.55 per hour effective with the November 22nd payroll. Motion seconded by Don McDowell. Motion carried (5/0).

Motion made by Chris Palermo to approve increasing Matt Friedrich, Highway Foreman to step 17 at $33.50 per hour effective with the November 22nd payroll. Motion seconded by Don McDowell. Motion carried (5/0).

Motion made by Chris Palermo to approve increasing Derek Small, Highway Foreman to step 16 at $32.97 per hour effective with the November 22nd payroll. Motion seconded by Don McDowell. Motion carried (5/0).

Motion made by Chris Palermo to approve hiring Mike Reneaud as a temporary highway worker at $23.00 per hour with no benefits starting December 3, 2023. Motion seconded by Don McDowell. Motion carried (5/0).

ADJOURN

Motion made by Don McDowell to adjourn. Motion seconded by Chris Palermo. Motion carried. (5/0)

Meeting adjourned at 8:28 pm
Submitted and filed this November 8, 2023.
Bonnie McDermott, Scribe

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

SELECTBOARD MEETING MINUTES
OF NOVEMBER 13, 2023

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

Absent: Richard Craig

ADMINISTRATION and STAFF: Chief Jason Luneau, Interim Town Administrator; Dennis DiGregorio, Fire Chief; Tina Sweet, Finance Director; Bill Mapes, EMS Chief; Bonnie McDermott, Scribe

PARTICIPANTS/GUESTS: Martin Green, Tracy Patnoe, Stacey Ferriman, Tom Cloutier, Jamie Jaret, Sheila Tarbox, Tony Cote, Jerry Throne, Christy Snipp, Laura Green

**participating via Zoom*

CALL SELECTBOARD MEETING TO ORDER
Judy Bickford called the Selectboard Meeting to order at 5:30 PM at the Tegu Building.

AGENDA CHANGES/ADDITIONS
Add under New Business:

1. Approve Judy Bickford to sign the warrants.

Add under Other Business:

1. Possible Executive session

NEW BUSINESS

1. **Discuss Public Safety Budget (MPD, MFD, & EMS)**
   DEPARTMENT REPORTS

   Chief Jason Luneau of the Morristown Police Department presented his department's budget for the fiscal year 2024-2025. He described the circumstances, concerns, and significant trends that set the foundation for his budget planning. The Board had questions and comments for Chief Luneau and thanked him and his department for their service.

   Fire Chief Dennis DiGregorio of the Morristown Fire Department presented the budget for the fiscal year 2024-2025 for his department. He explained the circumstances, needs and concerns of his department over the year which precipitated his budget planning as presented. The Board asked for

clarification, explanations, and made comments on his presentation. The Board thanked Fire Chief DiGregorio for his and his department's work over the last year.

EMS Chief Bill Mapes of Morristown Emergency Medical Services offered and explained the needs and concerns that created the basis for his department's budget proposal for the fiscal year 2024-2025. The Board acknowledged his work and that of the members of his department and had questions about the scope of his department's responsibilities.

The one main concern for all departments revolved around the equipment required for each. The Board had questions from the Finance Director, Tina Sweet, and a discussion ensued.

2. **Approve Judy Bickford, Chair, to sign the warrants Monday November 20, 2023**
   Motion made by Don McDowell to approve Judy Bickford to sign the warrants for November 20, 2023. Motion seconded by Chris Palermo. Motion carried. (4/0)

OTHER BUSINESS

1. **Possible Executive Session - Labor, Legal, Personnel**
   Motion made by Chris Palmero to go to Executive Session because I find that premature general public knowledge of labor relationships with employees to the body will clearly place the town at a substantial disadvantage. Motion seconded by Don McDowell. Motion carried. (4/0)

   Motion made by Chris Palmero to go to Executive Session to discuss labor relations agreements with employees under the provisions of Title 1 section 313 (a) (1)(b) of the Vermont Statutes, to include Interim Town Administrator Jason Luneau; Interim Human Resources Director, Tina Sweet; and Highway Superintendent, Kevin Barrows. Motion seconded by Don McDowell. Motion carried. (4/0)

   Motion made by Chris Palmero 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 Don McDowell. Motion carried. (4/0)

   Motion made by Chris Palmero 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. Motion seconded by Don McDowell. Motion carried. (4/0)

   Motion made by Chris Palmero 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 Don McDowell. Motion carried. (4/0)

   Motion made by Chris Palmero 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 Don McDowell. Motion carried. (4/0)

   Motion made by Chris Palmero to come out of Executive Session at 8:27 PM. Motion seconded by Don McDowell. Motion carried. (4/0)

Motion made by Chris Palermo to eliminate two EMS part-time benefited positions. Motion seconded by Don McDowell. Motion carried. (4/0)
Motion made by Chris Palermo to create a full time EMS position. Motion seconded by Don McDowell. Motion carried. (4/0)

ADJOURN

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

Meeting adjourned at 8:28 pm
Submitted and filed this November 13, 2023.
Bonnie McDermott, Scribe

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

SELECTBOARD MEETING MINUTES
OF NOVEMBER 27, 2023

Members: Judy Bickford, Don McDowell*, Christopher Palermo, Laura Streets, Richard Craig

Absent:

ADMINISTRATION and STAFF: Chief Jason Luneau, Interim Town Administrator; Judi Alberi, Administrator's Assistant; Kevin Barrows, Highway Superintendent; Dennis DiGregorio, Fire Chief; Tina Sweet, Finance Director; Sara Haskins, Town Clerk/Treasurer; Bill Mapes, EMS Chief

PARTICIPANTS/GUESTS: Jamie Jaret, Tom Cloutier, Maria Ward, Kristin Marriott, Jerry & Evelyn Throne, Sheila Tarbox, Tony Cote, Laura Green, Thea Alvin, Nancy Dunavan*,

**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
Change the order of the items under New Business to reflect:

1. Discuss Highway Budget
2. Approve Private Family Burial Site for property owner by T. Alvin

NEW BUSINESS

1. **Discuss Highway Budget**
   Interim Town Administrator, Jason Luneau began the discussion with an overview of the Highway Department.
   We have 2 garages that our Superintendent, Kevin Barrows manages. We have a Street Foreman, Matt Friedrich and 4 employees and a Town Foreman, Derek Small and 6 employees. Highway Department has 13 trucks.
   Together they manage 92.13 miles of roads and almost 14 miles of sidewalks. During the year, they perform various duties based on the season. Some of those duties are: maintaining roads, removing down damaged trees, maintenance of vehicles (about 90% done in house), culvert work, infrastructure work, catch basins, street cleaning, roadside mowing, mowing all town property, hauling 25,000 yards of material from our gravel pit, repairing potholes, setting up flower pots and planters in the summer and removing them in the winter, moving around Adirondack chairs for display and then for Rocktoberfest, close off streets for various events, leaf pick up, hang banners, put up holiday lights, cross-walk painting, and so much more.

Chris Palermo mentioned that the can is being kicked down the road and, if this continues, prices will go up on trucks more than they already have. As of now, we are paying $75,000 -$100,000 more for a vehicle than we would have 2 years ago when we should have ordered these trucks. Chris also mentioned that Carrie Johnson, Project Manager, is working on developing an RFP for the street garage as our lease is up in 2025, and we all know that leasing the building is not a long-term solution.

The proposed changes to the highway budget can be found in the agenda packet for this meeting.

2. **Approve Private Family Burial Site for property owned by T. Alvin**

Health Officer, Todd Thomas received an application from Thea Alvin to have a private family burial site on her property. All conditions have been met, and Todd Thomas recommended that the Selectboard approve this application. In the past, the Selectboard has approved these requests, but the Health Officer can do this with approval from the Selectboard. Chris Palermo has 41 years as a funeral director and has conducted home burials and, in his experience, the Town Health Officer has been authorized to sign off on these applications.

Motion made by Don McDowell to approve the private family burial site request as presented for Thea Alvin's property. Motion seconded by Laura Streets. Motion carried. (5/0)

OTHER BUSINESS

1. **Possible Executive Session - Legal, 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 Richard Craig. 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 Interim Town Administrator, Jason Luneau, Interim HR Director, Tina Sweet, Town Clerk/Treasurer, Sara Haskins. Motion seconded by Richard Craig. Motion Carried. (5/0)

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 Richard Craig. 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 Interim Town Administrator, Jason Luneau, Executive Assistant, Judi Alberi, Zoning Administrator, Todd Thomas, DRB Chair, Gary Nolan. Motion seconded by Richard Craig. Motion carried. (5/0)

Motion made by Chris Palermo to come out of Executive session at 7:15pm. Motion seconded by Laura Streets. Motion carried. (5/0)

Motion made by Chris Palermo to approve hiring Elizabeth Townsend as the Human Resources Director under the terms specified in the Human Resources Director Employment Agreement. Elizabeth Townsend's first day of employment will be December 4, 2023. Motion seconded by Don McDowell. Motion carried. (4/0) Laura Streets Nay

Motion made by Chris Palermo to approve Finance Director Employment Agreement with our Finance Director, Tina Sweet, as presented. Motion seconded by Laura Streets. Motion carried. (5/0)

Motion made by Chris Palermo to approve the Memorandum of Understanding for Pay Compensation with our Town Clerk/Town Treasurer, Sara Haskins. Motion seconded by Don McDowell. Motion carried. (5/0)

ADJOURN

Motion made by Chris Palermo to adjourn. Motion seconded by Richard Craig. Motion carried. (5/0)

Meeting adjourned at 7:21 pm
Submitted and filed this November 30, 2023
Judi Alberi, Scribe

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

Vermont Fish & Wildlife Department
1 National Life Drive, Davis 2
Montpelier VT 05620-3702
http://www.vtfishandwildlife.com/

Agency of Natural Resources

[phone] 802-828-1000
[fax] 802-828-1250

Morristown Selectboard
PO Box 748
Morrisville, VT 05661

November 29, 2023

Dear Selectboard Members,

The Vermont Department of Fish and Wildlife (VFWD) is seeking Morristown's support for the proposed acquisition of 637 Duhamel Road, the site of the former Cady's Falls Nursery. The 22.4 acre parcel is owned by Don and Lela Avery who approached VFWD about acquiring the property after it flooded for the seventh time since they acquired it in 1979. The Averys closed the nursery business a few years ago but continue to live there and maintain the botanical gardens. The July 2023 flood inundated the house and barn with over 4 feet of water and deposited considerable amounts of sediment and debris. Unfortunately for the Averys, discussions with the Vermont Department of Environmental Conservation Rivers Program showed there is no viable strategy to prevent flooding on this property. This property lies at the confluence of Kenfield Brook and the Lamoille River and both flood this area. The goals of this acquisition are to restore the floodplain, increase flood resilience and water quality, and enhance public access for fishing, boating and wildlife-based recreation such as birding and hunting.

VFWD currently owns the streambank between the property and Kenfield Brook and the Lamoille River along with a few larger adjacent parcels. This acquisition would improve public access to Kenfield Brook, particularly Terrill Gorge, a popular fishing and swimming spot, and increase VFWD's ability to enhance habitat for fish and wildlife. Kenfield Brook is a very productive trout stream with high numbers of Brook, Brown and Rainbow Trout. As part of this acquisition, VFWD would remove the buildings and restore a forested floodplain to enhance flood resiliency and improve aquatic habitat.

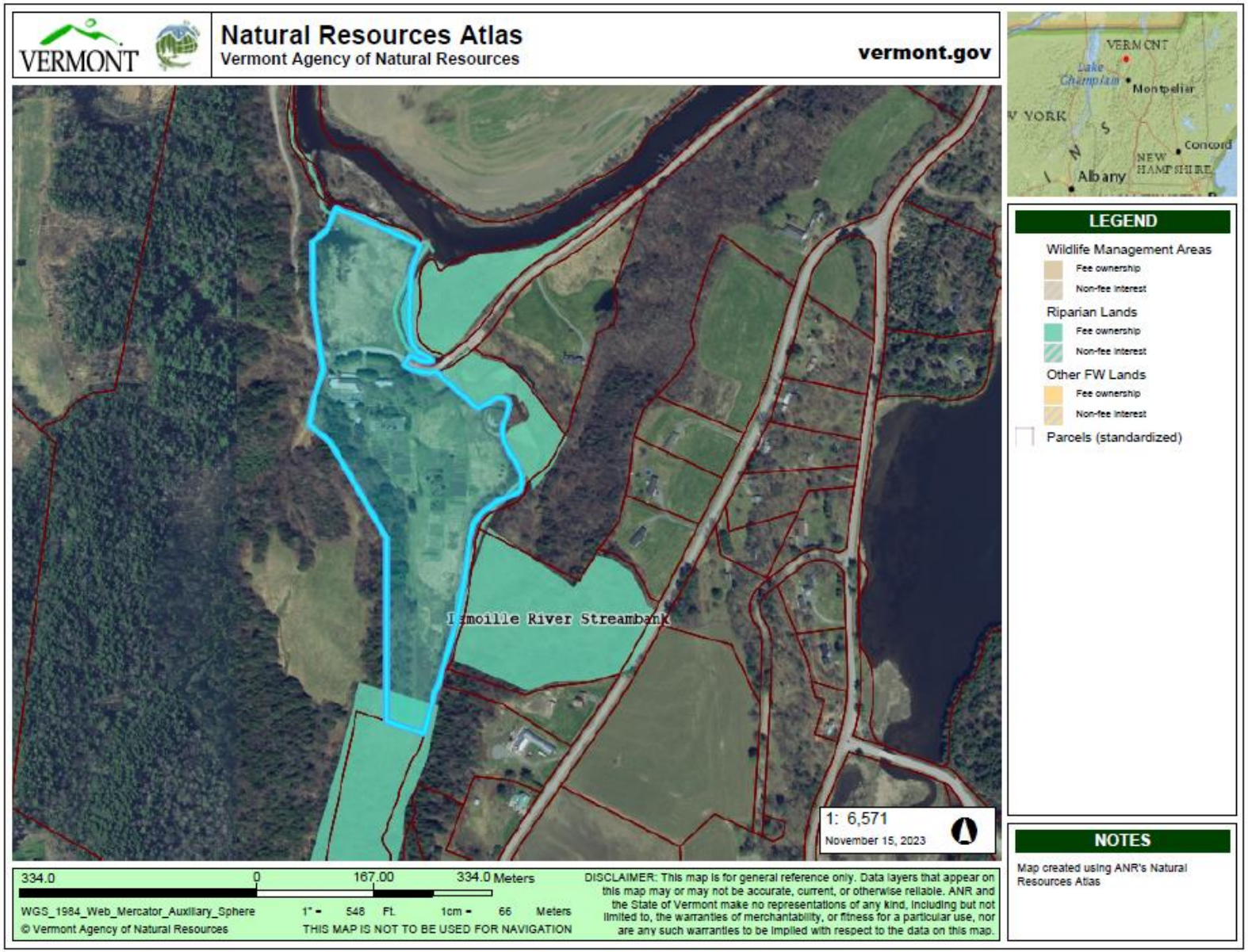
VFWD is seeking funding for the acquisition from the Vermont Emergency Management Flood Resilience Community Fund. This buyout would necessitate removing infrastructure on the parcel along with deed restrictions on future development, which are consistent with VFWD's goals for the parcel. The Agency of Natural Resources, VFWD's parent agency, makes annual payment in lieu of taxes (PILOT) to the municipalities in which it owns property. PILOT payments are based on the property's listed real value and the municipal tax rate in the year of acquisition. Estimated PILOT payments to Morristown would be approximately $1,422.29 annually beginning in 2024.

Maps of the property are attached along with a sample letter of support which you may edit as you like. I look forward to joining you during the December 4th meeting.

Thank you for your consideration,

William Eldridge

Will Eldridge
Aquatic Habitat Biologist
Vermont Fish and Wildlife Department
William.eldridge@vermont.gov
Cell: 802-585-4499


VERMONT
Natural Resources Atlas
Vermont Agency of Natural Resources
vermont.gov
VERMONT
Lake Champlain
Montpelier
NEW YORK
Concord
NEW HAMPSHIRE
Albany
Lamoille River Streambank
1: 6,571
November 15, 2023
LEGEND
Wildlife Management Areas
Fee ownership
Non-fee interest
Riparian Lands
Fee ownership
Non-fee interest
Other FW Lands
Fee ownership
Non-fee interest
Parcels (standardized)
NOTES
Map created using ANR's Natural Resources Atlas
334.0 0 167.00 334.0 Meters
WGS_1984_Web_Mercator_Auxiliary_Sphere
1" = 548 Ft. 1cm = 66 Meters
© Vermont Agency of Natural Resources
THIS MAP IS NOT TO BE USED FOR NAVIGATION
DISCLAIMER: This map is for general reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable. ANR and the State of Vermont make no representations of any kind, including but not limited to, the warranties of merchantability, or fitness for a particular use, nor are any such warranties to be implied with respect to the data on this map.

Will Eldridge
Vermont Fish & Wildlife Department
Agency of Natural Resources
1 National Life Drive, Davis 2
Montpelier VT 05620-3702

December 4, 2023

Dear Mr. Eldridge,

The Selectboard reviewed your proposal summarizing the Vermont Department of Fish and Wildlife's (VFWD) planned acquisition of the Avery Parcel at 637 Duhamel Road at our meeting on December 4th. We are writing to affirm our support for VFWD's acquisition.

Sincerely,

_____-
Judy Bickford, Chair
Morristown Selectboard
PO Box 748
Morrisville, VT 05661

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 (Year) Grand List. Specifically:

Owner: TIBBITS JASON R & KAREN L		SPAN: 414-129-12354
Change From: $467,000	Change To: $452,000	Difference: -$15,000
Reason: THERE WERE 2 SEWER CHARGES, THERE SHOULD HAVE BEEN 1 SEWER & 1 WATER		
Owner		SPAN
Change From	Change To	Difference
Reason		
Owner		SPAN
Change From	Change To	Difference
Reason		
Owner		SPAN
Change From	Change To	Difference
Reason		
Owner		SPAN
Change From	Change To	Difference
Reason		
Owner		SPAN
Change From	Change To	Difference
Reason		
Owner		SPAN
Change From	Change To	Difference
Reason		
Owner		SPAN
Change From	Change To	Difference
Reason		

Courtesy of the Vermont Department of Taxes

LISTERS/ASSESSOR AND SELECTBOARD

Signature of Lister/Assessor	Date	Signature of Selectboard/Alderman	Date
Dean Sprague	11/16/23		
Charles Burnham	11/21/23		

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

32 V.SA. § 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.

CERTIFICATE - NO APPEAL OR SUIT PENDING

We hereby certify that on this date, (NO EARLIER THAN THE FIRST TUESDAY OF FEBRUARY FOLLOWING THE LODGING OF THE GRAND LIST) there are no appeals pending from the action of the listers nor suits to recover taxes paid under protest.

Under the provisions of 32 VSA, section 4157, from this date on when offered in evidence in any court in this state, this list shall be received as a legal Grand List and its validity shall not be put in issue by any party to any action in any hearing or trial in any court.

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Selectmen or Mayor Listers or Assessors

Attested this _____ day of _____ _____.

_____
Town/City Clerk

SELECTBOARD MEMORANDUM

To: Selectboard

From: Judi Alberi, Executive Assistant

Date: December 4, 2023

Subject: Approve extending Percy's contract for Duhamel Pit haul road

---

Suggested Motion:

I move to extend Dale Percy Inc's contract until the haul road is completed approximately four more years.

Attachments:

None

Tina Sweet

From: Bill Mapes
Sent: Thursday, November 16, 2023 12:09 PM
To: Tina Sweet
Cc: Corey Boisvert
Subject: Fw: Resignation from Morristown EMS

Hi Tina....

Please see below from Kelly Mayo, resigning from her unbenefited position subsequent to our letter of November 2nd to staff who have not been maintaining hours.

Peter Fitz was in the other day and verbally made us aware that he would be submitting his also.

Thanks,
Bill

William A. Mapes, NRP, CCTP, I/C
EMS Chief, Town of Morristown
Vice Chair, VT District Four EMS
539 Washington Highway
Morristown, VT 05661
802-888-5628 (office)
802-558-5045 (cell)
Twitter: @vtmedic511

From: Kelly Mayo <kmayoo4520@gmail.com>
Sent: Thursday, November 16, 2023 12:03 PM
To: Bill Mapes <bmapes@morristownvt.org>; Corey Boisvert <cboisvert@morristownvt.org>; Paula Beattie <pbeattie@morristownvt.org>
Subject: Resignation from Morristown EMS

Good afternoon,

I am writing to inform you all of my resignation from Morristown EMS. I have enjoyed my short time with Morristown EMS, but have decided to resign due to demands of full-time and personal schedule. I intend for my resignation to be effective immediately.

Thank you for your understanding,
Kelly Mayo

SELECTBOARD MEMORANDUM

To: Selectboard

From: Judi Alberi, Executive Assistant

Date: December 4, 2023

Subject: Approve new wage for Colby Masse's paramedic certification

---

Suggested Motion:

I move to increase Colby Masse's hourly rate of pay to $25.40 per hour to reflect his new paramedic level certification.This is step 7 on the current pay plan. This will be effective with the December 7th payroll.

Attachments:

None

Working Agreement

Morristown Selectboard

Introduction

This working agreement is the promise a board member makes when accepting a position for board service. It is not a legal document but an internal agreement, asserting the board member's commitment to the community in addition to an understanding of the general Selectboard Rules of Procedures. By adopting this working agreement, the Selectboard will benefit from more effective communication, promote a culture of shared accountability, and encourage discussions with good purpose. Strong teams maintain relationships based on Trust and Mutual Respect.

To that end we will:

1. Be prepared for the meeting.
2. Start on time, stay for the entire meeting, and end the meeting on time.
3. Work on becoming a team with all board members, maintaining the integrity of the team outside of the meetings.
4. Work with the board to establish a clear vision for the community.
5. Provide data to all board members so that data-driven decisions can be made.
6. Respect the confidentiality requirement of board meeting executive sessions.
7. Maintain a respectful focus on the speaker.
8. Speak with good purpose, all opinions are valid.
9. Listen actively, check for understanding, and acknowledge the contributions of others.
10. Side conversations during the meeting are discouraged.

DRAFT

I agree to abide by these agreements and will do everything in my power to work as a productive member of the Morristown Selectboard.

ADOPTED :

_____	_____
Judy Bickford	Don McDowell
_____	_____
Christopher Palermo	Laura Streets
_____	
Richard Craig	

DRAFT

Morristown Charter

Decision Point #1: When does the SB wish to hold the vote for a town charter and local option tax authorization? March or November of 2024. *The Morristown Selectboard approved asking voters to consider the charter and local option tax question in November 2024 at their 11/6/23 SB meeting.*

Charter - Local Option Tax Implementation Schedule:

Vote - November 2024

Nov 2023 - Jan 2024,
Organize and plan for campaign:

SB consensus requested on 12/18/23 reference decision points 2-4. These decisions will give the Charter advisory committee a starting point and by no means equate to a final decision. The town will be requesting expert information moving forward from economist Jeff Carr and legal advice from Jim Barlow.

2. Selectboard reaches consensus on which local option taxes to charge: Rooms & Meals, Sales and/ or Alcohol. (12/18/23)
3. Selectboard reaches consensus on how to use the LOT Revenues: to reduce tax burden, to fund infrastructure projects short and long term, or any combo. It's important to consider the way the question is phrased as it dictates how the town can spend those funds if approved. (12/18/23)
4. Selectboard appoints Charter committee (12/18/23)
5. Selectboard reaches consensus on content of Charter. See example of St. Albans Town's first charter as approved.
6. Town Attorney to review working draft of Charter content.
7. Charter committee holds meetings, invites public to participate.
8. Charter committee approves campaign communication plan (I will draft a working document so the committee can tailor it to M-Town; plan includes social media, newspaper, direct mail, public meetings, confirming intended schedule).

February - July 2024
Execute public outreach campaign and gather data to support LOT:
It is advised to hold a number of **stakeholder meetings** to hear concerns and explain the economic advantages of LOT Revenue. Jeff Carr, Senior Economist confirms he will work with us on the economic analysis. We can discuss in exec session how to strategically use Jeff and minimize expenses to the town.

SB question: What budget do we have for the communication campaign on this project? I recommend the town hold a few well publicized public meetings to educate and allow folks to ask questions and share their concerns.

Ongoing - April 2024
Jeff Carr* reviews revenue projections
Jim Barlow reviews charter language
Public meetings (Carrie will manage) and work with Jim B, Jeff C., Charter committee & Town Manager

***Jeffrey B. Carr**
President and Senior Economist
jbc@epreconomics.com
P.O. Box 1660
Williston, VT 05495-1660
Office: 802-878-0346
Fax: 802-878-0876

September 2024
Charter question must be finalized for warning for November vote
Local Option Tax question must be finalized for warning November vote.

January 2025
Lobby legislature to get town Charter approved if voter approved.

July 2025
LOT implementation with the State of VT Tax Department.