



**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 18, 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. 5:30 - PUBLIC HEARING

1. Final Public Hearing Vermont Community Development Program Funds

II. 5:45 - CALL SELECTBOARD MEETING TO ORDER

III. 5:47 - AGENDA CHANGES/ADDITIONS

IV. 5:50 - APPROVE MINUTES

1. Approve minutes 12-4-23
2. Approve minutes 12-11-23

V. 5:55 - NEW BUSINESS

1. Errors & Omissions Certificate
2. Conservation Commission - Appointments
3. Planning Council - Appointment
4. Charter Committee - Appointments

VI. 6:45 - OLD BUSINESS

VII. 6:46 - APPROVE WARRANTS

VIII. 6:48 - COMMUNITY COMMENTS

IX. 7:00 - OTHER BUSINESS

1. Executive Session - Legal

X. 7:30 - ADJOURN



SELECTBOARD MEMORANDUM

To: Selectboard
From: Judi Alberi, Executive Assistant
Date: December 18, 2023
Subject: Final Public Hearing Vermont Community Development Program Funds

Background:

The Town of Morrystown received \$550,000 from the State of Vermont for a grant under the Vermont Community Development Program. These funds received have been used to acquire and construct 24 new units of affordable rental housing units at 26 Hutchins Street in Morrystown.

Attachments:

None



SELECTBOARD MEETING MINUTES OF DECEMBER 4, 2023

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

Absent:

ADMINISTRATION and STAFF: Carrie Johnson, Interim Town Manager; Judi Alberi, Administrator's Assistant; Tina Sweet, Finance Director; Bill Mapes, EMS Chief; Elizabeth Townsend, Human Resources Director; Jason Kelley, Fire Department 1st Asst Chief; Anna Green, Recreation Coordinator*; Tricia Follert, Community Development Coordinator*

PARTICIPANTS/GUESTS: Tom Cloutier, Ron Stancliff, Sheila Tarbox, Tony Cote, Jamie Jaret, Charles Burnham, Will Duane, Sam Puddicombe, Kristin Marriott, Will Eldrich, Maria Ward, Alexander Cyr, Etienne Hancock, Nancy Dunavan*, Kathy Chaffee*

**participating via Zoom*

CALL SELECTBOARD MEETING TO ORDER

Judy Bickford called the Selectboard Meeting to order at 5:32PM at the Tegu Building.

AGENDA CHANGES/ADDITIONS

Change to agenda: Remove New Business item #6.

APPROVE MINUTES

1. Approve minutes 11-6-23

Motion made by Chris Palermo to approve the minutes of 11/6/23. Motion seconded by Richard Craig. Motion carried. (5/0)

2. Approve minutes 11-13-23

Motion made by Don McDowell to approve the minutes of 11/13/23. Motion seconded by Chris Palermo. Motion carried. (5/0)

3. Approve minutes 11-27-23

Motion made by Chris Palermo to approve the minutes of 11/27/23. Motion seconded by Richard Craig. Motion carried. (5/0)

NEW BUSINESS

1. Review & Support Vermont Department of Fish & Wildlife acquisition of 637 Duhamel Road (Avery)

Will Eldridge of the Vermont Department of Fish and Wildlife spoke about the purpose of the department to provide and maintain natural wild sites for protected perpetuity for the enjoyment and

use of the public. The property at 637 Duhamel Road which was flooded and will continue to be, is the site of the former Cady's Falls Nursery. This land is adjacent to an area which would enhance habitats for fish and wildlife. For this purpose, the Department is requesting the acquisition of this property and will return it to its original state. The historic barn on the property, in accordance with the Vermont Division of Historic Preservation, will be deconstructed and rebuilt on a different site. The house will be removed.

Jason Kelley, Morristown Fire Department 1st Asst Chief had questions regarding access to the swimming hole for rescues and whether that was going to change. Will Eldridge is going to research the answer to this question.

Motion made by Don McDowell to support the Vermont Department of Fish & Wildlife acquisition of 637 Duhamel Road for the purpose of returning the land to its natural state and authorize Judy Bickford to sign the letter of support. Motion seconded by Chris Palermo. Motion carried (5/0).

2. Introduce Elizabeth Townsend, HR Director

The new Human Resources Director, Elizabeth Townsend, was introduced to the SelectBoard. She provided a brief summary of her employment background and qualifications for the position. She was welcomed by the Board.

3. Approve Errors and Omissions Certificate

The Errors and Omissions Certificate for the Board of Listers for changes to the grand list was presented.

Motion made by Don McDowell to approve and sign the Errors and Omissions Certificate as presented. Motion seconded by Laura Streets. Motion carried. (5/0)

4. Approve and sign Certificate of no appeal or suit pending Grand List

Agenda Item #4, Approve and sign Certificate of no appeal or suit pending Grand List, has been tabled until the 12/18/23 meeting of the Selectboard.

5. Approve MFD Purchase combi tool \$14,400.29

Jason Kelly of the Morristown Fire Department presented the request for an additional combi tool used for car evacuation which will be stationed on another truck. This expense is already in the budget.

Motion made by Chris Palermo to approve the Morristown Fire Department's purchase of a combi tool at the cost of \$14,400.29. Motion seconded by Don McDowell. Motion carried (5/0).

6. Accept Kelly Mayo's and Peter Fitz resignation from EMS

Bill Mapes of Emergency Medical Services requested the acceptance of the resignations of the following part-time employees, Kelly Mayo and Peter Fitz.

Motion made by Don McDowell to accept the resignations of Kelly Mayo and Peter Fitz from the Emergency Medical Services roster. Motion seconded by Chris Palermo. Motion carried (5/0).

7. Approve new wage for Colby Masse's paramedic certification

Bill Mapes requested a wage increase for Colby Masse as he passed the National and State certification levels for paramedic certification.

Motion made by Don McDowell 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 of the current pay plan. Motion seconded by Chris Palermo. Motion carried (5/0).

8. Review and Adopt the Selectboard Working Agreement from recent workshop with David Ford

Judy Bickford discussed the Working Agreement for the Morristown Selectboard that four of the members attended. The workshop was facilitated by David Ford and consisted of 10 points of behavior for new and existing board members. It was suggested that this document will be included in the packet given to new board members. Laura Streets voiced her objections to the document.

Motion made by Chris Palermo to review and adopt the Selectboard Working Agreement from the recent workshop by David Ford. Motion seconded by Don McDowell. Motion carried (4/1). Laura Streets Nay

9. Morristown Charter Update - Carrie Johnson

The Selectboard received a progress report from Carrie Johnson on the plan to add volunteers from the public to the Morristown Charter Advisory Committee. This will be presented in further detail at the 12/18/23 Selectboard meeting.

OLD BUSINESS

None.

APPROVE WARRANTS

Motion made by Don McDowell to approve the warrants. Motion seconded by Richard Craig. Motion carried. (5/0)

DEPARTMENT HEAD REPORTS

Tina Sweet, Finance Director, thanked Judi Alberi for the time and effort she put into evaluating and upgrading the phone system and software which will save money.

Anna Green, Recreation Coordinator, reported that the successful Turkey Trot had 140 participants. She thanked all that were involved. She also spoke about the Morristown Skating Rink and the fund-raising efforts.

TOWN ADMINISTRATOR'S REPORT

Carrie Johnson thanked the highway department for their effective response to the snowstorm which kept traffic moving.

SELECTBOARD COMMENTS

Richard Craig congratulated Anna Green for the success of the Turkey Trot event.

Laura Streets noted that the successful cash crop program at the Farmer's Market directs money to farmers, but there will be less next year. Laura would like to see the discussion of the Oxbow trees be brought back to the agenda.

Chris Palermo would like the Selectboard to meet with the Trustees before the New Year.

Don McDowell had no power today and was thankful the roads were clear.

Judy Bickford had nothing to add.

COMMUNITY COMMENTS

The Selectboard heard comments from some community members and thanked them for their time.

OTHER BUSINESS

1. Possible Executive Session - Personnel

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

Jamie Brewster questioned the nature of the Executive session and if more information could be made available. Carrie Johnson assured Jamie that the Selectboard was acting according to the state statutes.

Motion made by Chris Palermo to come out of Executive Session at 7:23pm. Motion seconded by Don McDowell. Motion carried. (5/0)

Motion made by Don McDowell to approve hiring Carrie Johnson as the Interim Town Manager under the terms specified in the Interim Town Manager Agreement with a start date of December 4, 2023. Motion seconded by Chris Palermo. Motion carried. (5/0)

ADJOURN

Motion made by Don McDowell to adjourn. Motion seconded by Laura Streets. Motion carried. (5/0)

Meeting adjourned at 7:25 pm

Submitted and filed this December 4, 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 DECEMBER 11, 2023

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

Absent:

ADMINISTRATION and STAFF: Carrie Johnson, Interim Town Manager; Judi Alberi, Executive Assistant; Kevin Barrows, Highway Superintendent; Dennis DiGregorio, Fire Chief; Tina Sweet, Finance Director; Sara Haskins, Town Clerk/Treasurer; Jason Luneau, Chief of Police; Tricia Follert*, Community Dev Coordinator

PARTICIPANTS/GUESTS: Joie Marshall, Jamie Jaret, Dennis Smith, Tom Cloutier, Maria Ward, Kristin Marriott, Alexander Cyr, Sheila Tarbox, Tony Cote, Susan Wichart, Evelyn & Jerry Throne, Monte Mason, Laura Green, Martin Green, Kathy Chaffee*, Steph Hoffman*, Julie Pickett*, Christy Snipp*

**participating via Zoom*

CALL SELECTBOARD MEETING TO ORDER

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

AGENDA CHANGES/ADDITIONS

None

NEW BUSINESS

1. Discuss Budget Overview

Tina Sweet, Finance Director, reviewed the items that make up the General Government budget and what the changes are from last fiscal year. Discussion from the public included the cost of health insurance vs cash in lieu and deferred comp. Tina explained that all employees are required to show proof of health insurance if they do not take the town's policy. The health insurance cost to the town per employee is approximately \$22,000. If the employee has their own health insurance the town offers them either cash in lieu or deferred comp which cost approximately \$5,000-\$7,000 which is a large savings for the town per employee. Questions were also asked regarding the library budget and requesting Town of Elmore to appropriate more money on behalf of the Elmore residents.

The December 26, 2023 Special SB meeting has been canceled.

ADJOURN

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

Meeting adjourned at 7:40pm

Submitted and filed this December 14, 2023

Judi Alberi, Scribe

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

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

Form PVR-4261-E
Page 1 of 2
Rev. 02/20

LISTERS/ASSESSOR AND SELECTBOARD

Signature of Lister/Assessor 	Date	Signature of Selectboard/Alderman 	Date
Signature of Lister/Assessor  Duane Sprague	Date 11/13/23	Signature of Selectboard/Alderman 	Date
Signature of Lister/Assessor  G. B. Bunn	Date 11/13/23	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: Judi Alberi, Executive Assistant
Date: December 18, 2023
Subject: Conservation Commission - Appointments

Background:

Ron Stancliff, Chair Conservation Commission is recommending the appointment of Pamela Stanyon and Sandra Zebal.

Attachments:

None



SELECTBOARD MEMORANDUM

To: Selectboard
From: Judi Alberi, Executive Assistant
Date: December 18, 2023
Subject: Planning Council - Appointment

Background:

Planning Council is recommending Jamie Morris be appointed to fill the empty seat on the Planning Council.

Attachments:

1. Planning Council letters

Volunteering

Judith Alberi <jalberi@morristownvt.org>

Wed 11/8/2023 12:36 PM

To:jmorris4@yahoo.com <jmorris4@yahoo.com>

Cc:Judith Alberi <jalberi@morristownvt.org>

James,

Thank you for coming in today 11/8/23 and expressing your interest in volunteering for Morristown. Judi, whose contact info is below, will be back from vacation 11/21/23, and will be in touch upon her return.

For reference, James Morris contact info is below; he is interested in volunteering for anything related to planning and zoning.

29 Elmore Mountain Road

Morrisville, VT 05661

802-233-7864

Carrie Johnson (on behalf of Morristown)

Kind Regards,

Judi Alberi, MA

Pronouns: she/her/hers ([why this?](#))

Executive Assistant

Town Administration Office

P.O. Box 748

[43 Portland St.](#)

[Morrisville, VT 05661](#)

Tel: (802) 888-5147

Fax: (802) 888-6378

www.morristownvt.org

FYI - I will be on vacation November 4-19, 2023

Planning Council

Seth Costa <sethcosta@gmail.com>

Thu 11/30/2023 9:14 AM

To: Judith Alberi <jalberi@morristownvt.org>

Good morning,

My name is Seth Costa, and I am interested in learning more about the open seat on the planning council. I have lived in Morrisville for three years and Lamoille County my entire life. My wife and I currently own several houses/rentals in town, with plans to develop in the future.

As someone who invests much time and effort into this town, it pleases me to see the larger developments happening in a planned way where they seem to fit in, and provide much needed housing. I also enjoy seeing the less dense neighborhoods with beautiful single family homes. I believe that local zoning and regulation is very important in an area like Morristown. With a thorough plan, the town can continue to grow and add more housing, industry, and recreation in a way that makes sense, is efficient, and looks good. I would like to be a part of this planning. I enjoy sitting in during the planning council meetings periodically, as it interests me to see what is going on in the community. I have a lot of respect for the volunteers and town employees, such as Todd Thomas, who work endlessly to support our town and community.

A little about me; I am a young man who likes to stay busy. I served four years in local law enforcement before starting a property management company with my wife this past year. I currently serve as vice chair on the Waterville Fire District overseeing town water usage, where I own property. I also have excellent volunteer references with the green mountain club doing long trail maintenance, the Elmore Fire Department as a fire fighter, and others.

I can be reached by email or phone, and I look forward to hearing from you. Thank you!

Seth Costa

802-730-7299

sethcosta@gmail.com

RE: Interest in Filling the Open Seat on Planning Council?

Todd Thomas <tthomas@morristownvt.org>

Thu 11/30/2023 1:20 PM

To: Bob Russell <bobr@russellbranding.com>

Cc: Etienne Hancock <etiennehancock@gmail.com>

Good afternoon Bob. I spoke to the chair of the Planning Council, Etienne Hancock, who is CCed this e-mail. He asked me to cordially invite you to the December 12th Planning Council meeting. Attending that meeting should give you a good feel of what the Council does and how it functions. And you can in turn be sure that this is something you still want to do after attending one of the meetings. If you cannot make it to the planning meeting at 5:00 PM on the 12th of December, please just let me know. The next meeting will be on January 9th. Planning meetings are typically 90 minutes in length. Thanks again.

Kind regards,

Todd Thomas, AICP & CFM

Planning Director, Zoning Administrator, & Health Officer

802-888-6373

TThomas@MorristownVT.org

From: Todd Thomas <tthomas@morristownvt.org>

Sent: Thursday, November 30, 2023 10:48 AM

To: Bob Russell <bobr@russellbranding.com>

Cc: Judith Alberi <jalberi@morristownvt.org>

Subject: RE: Interest in Filling the Open Seat on Planning Council?

Importance: High

Good morning Bob,

Thanks for responding with interest in serving on the Planning Council. I am well aware of Collective Arts Beer, which is fantastic by the way. Someone with your experience could be a great addition to the Planning Council. Allan Van Anda, from Lost Nation Brewing, was recently on the Planning Council for many years. He did a great job on the Board and I think he mostly enjoyed himself.

I have CCed Judi Alberi in Town Administration on this email. She oversees the appointment process (which shields me of any allegations that I chose my own Board members). As Judi can explain, it is a dual appointment process from the town select board & the village trustees. She will be able to fill you in more over the coming days and weeks. Thanks so much for the interest and happy holidays!

Kind regards,

Todd Thomas, AICP & CFM

Planning Director, Zoning Administrator, & Health Officer

802-888-6373

TThomas@MorristownVT.org

From: Bob Russell <bobr@russellbranding.com>

Sent: Thursday, November 30, 2023 10:34 AM

To: Todd Thomas <tthomas@morristownvt.org>

Subject: Re: Interest in Filling the Open Seat on Planning Council?

Hi Todd,

I am interested.

Cheers

B!

--

President, Russell Branding

Co-founder, Collective Arts (Beer, Spirits, Non-alcoholic Beverages)

Co-founder, Collective Project (Cannabis-infused Beverages)

802.585.5333

Morrisville Planning Council

Maureen Goldring <mbgoldring@gmail.com>

Sat 12/2/2023 12:23 PM

To: Judith Alberi <jalberi@morristownvt.org>

I read the posting on Front Porch Forum regarding the search for a volunteer for the Morrisville Planning Council board. I am a retired physician with a home on Fontaine Hill Road. I am a 4th generation with ties to Morrisville and am interested in the future of the town. I am willing to serve on the board.

Maureen Goldring

503 213-0981

mbgoldring@gmail.com



SELECTBOARD MEMORANDUM

To: Selectboard
From: Judi Alberi, Executive Assistant
Date: December 18, 2023
Subject: Charter Committee - Appointments

Background:

The Town of Morristown is forming a Town Charter Committee. Vermont's towns have the authority to adopt a charter provided it is ratified by the town voters and then by the legislature; Town Charters can change general state law for that community. Morristown is forming a Town Charter Committee which shall be tasked with assisting and advising the Selectboard on drafting a Town Charter.

The Committee will consist of five to nine members and will be appointed by the Selectboard. Committee members will consist of Selectboard members, town employees and community members.

The charge of the Committee will include the following:

1. Work in collaboration with the Administration Department, who shall serve as principal staff person to the committee;
2. Attend monthly meetings;
3. Identify one articulate member to serve as the scribe or drafter of the charter;
4. Review draft charter examples;
5. Work as a group in determining the contents of Morristown's first Charter;
6. Include draft language to support local option sales tax;
7. Present a draft/final Town Charter for consideration by the Selectboard;
8. Attend public meetings;

The Committee shall operate in accordance with the Open Meeting Law and be considered a public body. Members should be available to participate fully and consistently in the process. Democracy rewards dedication.

To apply, please send a letter of interest expressing your qualifications and experience to Judith Alberi, jalberi@morristownvt.org.

Accepting letters of interest through December 15 at 4:00PM

All letters will be provided at the meeting on December 15th.

Attachments:

None



SELECTBOARD MEMORANDUM

To: Selectboard
From: Judi Alberi, Executive Assistant
Date: December 18, 2023
Subject: Executive Session - Legal

MOTION 1: I move to go into Executive session because I find that premature general public knowledge of the pending contract negotiations will clearly place the Town at a disadvantage by disclosing its negotiation strategy.

MOTION 2: I move to go into Executive session to discuss pending contract negotiations under provisions of Title 1, Section #13(a)(1) of the Vermont Statutes and to include Interim Town Manager, Carrie Johnson.

Attachments:

None