



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

On Zoom and at 43 Portland St. Morrisville, VT 05661
5:30 PM Monday, February 5, 2024

[Join Zoom Meeting](#) or by phone join via conference call (audio only): 1 (646) 558-8656 | Meeting ID: [810 342 4528](#) | The meeting will be live streamed on the [Town GMATV YouTube Channel](#) when possible

I. 5:30PM - CALL SELECTBOARD MEETING TO ORDER

II. 5:31PM - AGENDA CHANGES/ADDITIONS

III. 5:32PM - APPROVE MINUTES

1. Approve minutes 1-16-24
2. Approve minutes 1-29-24

IV. 5:35PM - NEW BUSINESS

1. Board of Liquor & Tobacco Control
 1. Liquor License Renewals
 2. Tobacco License Renewals
2. Assistant Health Officer Appointment
3. Animal Control Officer Appointment
4. Town Plan Update
5. Highway Garage Feasibility Study

V. 6:15PM - OLD BUSINESS

1. Communication with the Press Policy - Final
2. Certificate of no appeal or suit pending Grand List

VI. 6:18PM - WARRANTS

VII. 6:19PM - COMMUNITY COMMENTS

VIII. 6:24PM - SCHEDULE

1. Monday, Feb 26th at 4:30PM Charter Committee Meeting
Monday, Feb 26th at 5:30PM SB Meeting
Monday, Feb 26th at 5:30PM Informational Meeting
Tuesday, March 5th from 7AM - 7PM Town Meeting Day

IX. 6:25PM - OTHER BUSINESS

1. Executive Session - Contractual

X. 6:40PM - ADJOURN



**SELECTBOARD MEETING MINUTES
OF JANUARY 16, 2024**

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

Absent:

ADMINISTRATION and STAFF: Carrie Johnson*, Interim Town Manager; Judi Alberi, Executive Assistant; Sara Haskins, Town Clerk/Treasurer

PARTICIPANTS/GUESTS: Laura Green, Martin Green, Ronald Stancliff, Brent Teillon, Evelyn Throne, Jerry Throne, Tony Cote

**participating via Zoom*

5:30PM - CALL SELECTBOARD MEETING TO ORDER

Dan McDowell called the Selectboard Meeting to order at 5:30 PM at the Tegu Building. Judy Bickford attended on Zoom. Due to technical issues, Judy Bickford voted via text messaging to Judi Alberi, Executive Assistant.

5:31PM - AGENDA CHANGES/ADDITIONS

There is a change to the agenda to delete item #7 - Town Plan Revision
Add to section 8 - MPD Crimes and Concerns at 7pm on Jan 22, 2024

5:32PM - APPROVE MINUTES

1. Approve minutes of SB Meeting 1-2-24

Motion made by Chris Palermo to approve the minutes of 1/2/2024. Motion seconded by Richard Craig. Motion carried. (5/0)

2. Approve minutes of Community Mtg Day 1-6-24

Motion made by Chris Palermo to approve the minutes of 1/6/2024. Motion seconded by Richard Craig. Motion carried. (5/0)

3. Approve minutes of SB Budget Review 1-8-24

Motion made by Chris Palermo to approve the minutes of 1/8/2024. Motion seconded by Richard Craig. Motion carried. (5/0)

5:37PM - NEW BUSINESS

1. AOT - Mileage Certificate

Motion made by Chris Palermo to approve the AOT Certificate of Highway Mileage Year Ending

February 10, 2024 as presented and signed by the Select Board. Motion seconded by Richard Craig. Motion carried. (5/0)

2. Town Manager Search update

Chris Palermo reported that the brochure has been finished and will be put on the town website and then will be distributed. The tentative schedule the search committee is hoping for, applications for the position will be due 2/12, selection meeting 2/15, the candidates are contacted on 2/16, interviews will be held 2/22 through 2/26. This is just a tentative schedule as it will depend on how many resumes are received.

3. Communications with the Press Policy - Draft

Carrie Johnson, Interim Town Administrator, brought the draft of the Communication with the Press Policy for review. The intent of the policy is that only the Town Manager or the Selectboard Chair are authorized town spokespersons allowed to communicate with the press, and any request from the press is to be referred to the spokespersons. The majority of the Selectboard members agreed that the policy would avoid mixed messages and misunderstandings. Sara Haskins, Town Clerk/Treasurer would handle requests specific to Town Clerk/Treasurer business. Feb 5, 2024 a final version will be presented for signatures.

4. Quit Claim Deed of Easement - McKinley, Review /Authorize

June McKinley is selling her home located at 416 Bridge Street. During the deed research, it was found that the structure she wishes to transfer is encroaching onto North River Street and requires correction prior to transferring. A quit claim deed of easement was prepared and reviewed by the town attorney.

Motion made by Chris Palermo to authorize the Town Manager to approve the Quitclaim Deed of Easement to June McKinley, Trustee of the J.B. and June McKinley Family Trust. Motion seconded by Richard Craig. Motion carried (5/0).

5. Town Warning Review

The articles of the Town of Morristown Annual Town Meeting, March 5, 2024, were reviewed by the Selectboard. Ron Stancliff, Chair of the Conservation Council, stated that the Council's goal was to protect land resources as an investment for the future of the town and this would best be represented by a separate line item on the budget. Mr. Stancliff stated that the current budget surplus was meant to be combined with the current budget allocation to enable the Council to purchase prospective properties. Chris Palermo stated that this budget was an austerity budget and did not favor putting money aside. Don McDowell favored the article for the Conservation Council and expressed that the voters decide.

6. Mailing of annual school ballots

Sara Haskins, Town Clerk/Treasurer, said she has been in communication with the school board, and they have voted to mail out the annual school ballots and now need the Selectboard's approval. This effort will be coordinated with the town and the ballots will be mailed out together.

Motion made by Chris Palermo to approve the automatic mailing of annual school ballots to all active voters. Motion seconded by Richard Craig. Motion carried (5/0).

6:07PM - OLD BUSINESS

None

6:09PM - APPROVE WARRANTS

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

6:11PM - COMMUNITY COMMENTS

There was a comment suggesting that the library should be level funded. Another concern was voiced about the state proposal to increase the eduction tax. It was suggested that the upcoming Legislature's Breakfast would be a good forum for this concern.

6:17PM - SCHEDULE

1. **Monday, Jan 22nd at 7PM MPD Crimes & Concerns part 2 - PA Auditorium**
Monday, Jan 29th at 5:30PM Warning Approval
Monday, Jan 29th at 5:45PM Charter Comm Meeting
Monday, Feb 5th at 5:30PM SB Meeting
Monday, Feb 26th at 5:30PM Informational Meeting

In addition to the schedule, Monday, Jan 22nd Crime & Concerns public meeting at 7 pm was added. Morristown Police Department would like comments before this meeting occurs in order to address them all. Please email any questions or comments to police@morristownvt.gov

6:20PM - OTHER BUSINESS

Sara Haskins, Town Clerk, stated that the tax sale was canceled. She also noted that people needed to call the Town Clerk's office to request ballots for the Presidential Primary as the desired political party's ballot had to be specified, and local ballots would be mailed around 2/14.

6:22PM - ADJOURN

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

Meeting adjourned at 6:20 pm

Submitted and filed on January 20, 2024.

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 JANUARY 29, 2024**

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

Absent: Chris Palermo

ADMINISTRATION and STAFF: Carrie Johnson, Interim Town Manager; Judi Alberi, Executive Assistant; Sara Haskins, Town Clerk/Treasurer

PARTICIPANTS/GUESTS: Martin Green, Laura Green, Donnie Blake, Tony Cote, Kristin Marriott, Jamie Jared, Melissa LeBlanc, Dan McLaughlin

**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. Town Warning Review

Motion made by Don McDowell to approve and sign the Town Warning for March 5, 2024, as presented. Motion seconded by Richard Craig. Motion Carried. (3/1) Laura Streets nay

ADJOURN

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

Meeting adjourned at 5:46 pm

Submitted and filed this February 2, 2024.

Judi Alberi, Scribe

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



SELECTBOARD MEMORANDUM

To: Selectboard
From:
Date: February 5, 2024
Subject: Board of Liquor & Tobacco Control

1. Liquor License Renewals
2. Tobacco License Renewals

SUGGESTED MOTION: I move to recess the Selectboard meeting and open as the Board of Liquor & Tobacco Control.

SUGGESTED MOTION: I move to approve the liquor license renewals as presented.

SUGGESTED MOTION: I move to approve the tobacco license renewals as presented.

SUGGESTED MOTION: I move to adjourn the Board of Liquor & Tobacco Control Meeting.

SUGGESTED MOTION: I move to reconvene the Selectboard meeting.

Attachments:

1. 02.05.2024

Board of Liquor Control

February 5, 2024

Liquor License Renewals					
Applicant	Location	First Class	Second Class	Third Class	Outside Consumption
Black Diamond Barbeque, LLC	639 Morristown Corners	X		X	X

Tobacco License Renewals			
Applicant	Location	Tobacco	Tobacco Substitute Endorsement
Global Montello Group Corp DBA Jiffy Mart #686	302 VT Rte 15 W	X	

Morristown Benefits of Downtown Designation

Downtown Transportation Grants (only designated downtowns are eligible)

		Awarded	Total Cost
2008	Portland Street Sidewalks	\$33,000	\$66,000
2011	Sidewalk Improvements/Lamppost Project	\$32,866	\$90,941
2010	Pleasant Street Parking lot Renovations and Sidewalk Improvements	\$57,350	\$129,750
2009	East High & Main St	\$27,156	\$54,312
2006	Portland St. Sidewalk	\$73,725	\$147,450
2007	Copley St. Lights	\$25,000	\$50,000
2016	Bridge Street Signage & Sidewalk Replacement Project	\$10,115	\$32,720

Total = \$259,212

Tax Credits (only designated downtowns and villages are eligible)

	Awarded	Total Cost
2014 - 79 Lower Main Street -	\$5000	\$20,000
2014 - 84 Lower Main Street -	\$6763	\$27,050
2014 - 74 Portland Street -	\$55,525	\$141,300
2013 - 10 Railroad Street -	\$31,842	\$500,000
2013 - 18 Lower Main Street -	\$18,750	\$75,000
2013 - 53-63 Lower	\$233,500	\$5,375,000
2013 - 73 Main Street	\$10,047	\$109,800
2012 - 110 Portland Street	\$25,871	\$265,000
2012 - 74 Portland Street	\$63,150	\$307,500
2009 - 35 Portland Street	\$79,309	\$455,000
2008 - 74 Pleasant Street	\$57,388	\$788,000

Total = \$587,145

Municipal Planning Grants (all municipalities with regionally confirmed town plans may apply however priority consideration is given to state designated programs)

1999	\$7,500 - Downtown revitalization: post office location, design standards, enhancement needs.
2000	\$7,430 - Prepare feasibility study for extension of municipal storm water & sanitary sewers
2001	\$10,650 - Economic opportunity study for the commercial areas identify assets, improvements
2005	\$10,000 - Review and revise existing zoning bylaws and historic district boundaries
2006	\$9,250 - Develop design review guidelines and propose zoning regulations in Historic District
2007	\$11,575 - Revision of Morrisville/Morristown plan
2008	\$12,000 - Study of Motorized Non-Motorized Transportation Opportunities Feasibility Study
Total = \$68,405	

Vermont Community Development Program

Grant Identifier	Award Date	Completion Date	Award Amount	Other Resources Total	Project Description
IG-2011-Morristown-00016	06/14/2012		\$600,000	\$3,903,089	Deferred loan to Arthur's Main Street Housing Limited Partnership, formed by Housing Vermont and Lamoille Housing Partnership, to rehabilitate the former Arthur's Department Store property at 53-63 Lower Main Street into 18 units of rental housing on the second and third floors. As part of the larger project, commercial space, will be developed on the street level.
AM-2010-Morristown-00014	06/28/2011	06/30/2013	\$40,700	\$64,936	Subgrant to the Morristown Centennial Library to assist in bringing it into full compliance with state and federal accessibility requirements.
012304PG09	01/14/2005		\$0	\$0	Grant to assess the water distribution, sewage collection, electrical, and stormwater drainage systems and perform Phase I environmental site assessment at Pinecrest Mobile Home Park, which contains 53 lots. (WITHDREW GRANT)
012301PG05	04/05/2002	12/31/2003	\$28,900	\$22,000	Grant to develop a comprehensive downtown plan to apply for downtown designation which will include planning for the physical development of downtown properties, affordable housing, business, job creation & retention, and community facilities
012399IG08	10/20/1999	12/31/2001	\$450,000	\$1,492,000	Loan from Town to Lamoille Housing Partnership to rehab the Copley Manor Nursing Home in Morristown for the construction of a 20 unit residential care facility for persons with long term mental disability and to construct 2 apts.
012396PG06	06/24/1997	03/31/1999	\$40,000	\$14,500	Grant to determine the feasibility of Copley Health Systems converting the existing Manor Nursing Home structure into a community resource for low and moderate income elders and building a new nursing home facility.
a012393IG25	06/13/1995	06/30/1997	\$148,000	\$104,175	Grant to expand the Clarina Howard Nichols Center, a women's shelter which serves Lamoille County and all of Northern Vermont. 0
012394PG07	12/21/1994	06/30/1996	\$20,000	\$5,000	Grant for development of a Specialty Food Venture Center. 0 0
012388PG12	12/7/1992	06/30/1994	\$14,300	\$0	To establish the Lamoille Community Farm Center, a regional farm based center offering therapeutic, educational, environmental and recreational activities. 0
012386RD01	07/15/1986	03/31/1987	\$100,000	\$0	Loan funds to the Alginon Corporation for the purpose of manufacturing and distributing the Gemini Gas Conversion Unit to woodstove manufacturers. 0
012385PD06	07/19/1985	12/31/1986	\$15,000	\$0	Prepare a business plan for a new cannery. 0 0
012384CI09	02/22/1985		\$250,000	\$0	Loan funds to the Pratt-Read Corporation to allow Morrisville Water and Light Department to construct a substation and upgrade Morrisville's power supply, thus enabling Pratt-Read Corporation to expand its facilities.

Total = \$1,706,900

2003 – 2016 = \$1,115,700

**Town of Morristown
Department of Public Works Garage Feasibility Study
Request for Proposals**

February 6, 2024

I. BACKGROUND

The Town of Morristown (The Town) is soliciting competitive proposals from qualified consultants to perform a feasibility study on the two highway garage facilities. The current Highway Department buildings are located in two different locations which is not ideal. Town Officials would like an analysis of both garages to include an existing space needs analysis of each location. The Town is seeking construction cost estimates based on a conceptual plan. Once a feasibility study has been completed, the town intends to further develop a conceptual plan based on a long term plan to consolidate the highway department.

II. PREVIOUS WORK COMPLETED

The town leases the highway garage located at 85 Old Creamery Road, and owns the garage located at 832 Cochran Road.

III. SCOPE OF WORK

The purpose of the feasibility study will be to determine the current condition of the Cochran Road Highway Garage, evaluate current and future space needs and provide estimates on renovation and possibly new construction at the town owned site.

The Scope of Work for the feasibility study shall include the following:

Scope of Work

1. Review existing information (current equipment, vehicle and personnel).
2. Meet with Town Officials to review the requirements / needs of the Town.
3. Provide a cost estimate based on the Town's scope of work to evaluate the reasonableness of potential bids.
4. Provide a detailed report of current and future department needs in an executive summary that provides clear recommendation moving forward.

III. QUALIFICATIONS REQUIREMENTS

All consultants will be required to prepare Technical Qualifications and a Cost Proposal as part of this submission. To be considered responsive to this RFP, each submittal must conform to the following requirements. The consultant shall:

1. Submit one (1) copy of the Technical Qualifications (see requirements below). Number all pages consecutively, in a sealed separate package.
2. Submit one (1) copy of the Cost Proposal (see requirements below). Number all pages consecutively, in a sealed, separate package.

IV. TECHNICAL QUALIFICATIONS REQUIREMENTS

Clearly indicate the following on the outside of the Technical Qualifications Proposal:

1. Project name (Town of Morristown Garage: Technical Proposal);
2. Name and address of the consultant.

The Technical Qualification Proposal should demonstrate the Firm/Individual understands the intent and scope of the project, the character of the deliverables, the services required for their delivery, and the specific tasks that must be performed in the course of supplying these services. In addition, the qualifications of the Proposer to supply the required services must be demonstrated.

Consultants will be evaluated on technical expertise and past performance. To assist with the evaluation, the proposer shall provide the following information:

1. Cover Letter. This section should provide a brief introduction along with an overview of the proposer's understanding of the nature of the work and general approach to be taken.
2. Introduction to Consultant's Firm(s). Proposers shall provide the following information relative to their firms. Similar information must be provided for each sub-consultant or each member of a joint venture.
 - a. Firm name and business address, including telephone number and email contact for the proposed project manager.
 - b. Year established. Include former firm names and year established, if applicable. Identify the state in which the firm was organized or incorporated.
 - c. Type of ownership, and name and location of parent company and subsidiaries, if any.
 - d. Indication of whether the firm is licensed to do business in the State of Vermont, which is a requirement of this program.
 - e. Number of full-time employees. Part-time employees or consultants routinely engaged by the proposer may be included if clearly identified as such.
 - f. A description of the firm's general qualifications, including experience with similar types projects.
3. Qualification and Experience of Key Staff Members for this Project. Firms shall identify the proposed PM(s) to be assigned to this project and include the function and/or responsibility of each of the identified individual(s). A resume(s) of the proposed PM(s) shall be provided, with emphasis on previous experience in similar projects.
4. References. The proposer shall submit names, addresses, and phone numbers of at least three references familiar with the proposer's ability, experience, and reliability in the performance and management of projects of a similar nature.

V. COST PROPOSAL REQUIREMENTS

The cost proposal should present a table including hourly rates for the proposed PM(s) for the project. These rates shall be presented and broken down by direct labor costs per class of labor, overhead cost, and total cost.

Clearly indicate the following on the outside of the Cost Proposal:

1. Project name (Town of Morristown Garage Cost Proposal);
2. Name and address of the consultant

VI. CONSULTANT EVALUATION AND SELECTION

The technical qualifications will be evaluated by the Town's Selectboard and Manager. The evaluation criteria, with corresponding weight factors, are the following:

- Qualifications of the firm and personnel (including any subcontractors) to be assigned to this project and their experience completing similar projects. (35 Pts.)
- Clarity of the proposal, skills available, and expertise with specific skills. (25 Pts.)
- Demonstration of overall project understanding and knowledge of the local area. (15 Pts.)
- Completeness of submitted proposal with all elements required by the RFP (5 Pts.)
- Cost (20 Pts.)

Following the technical qualifications evaluation, the cost proposal will next be reviewed for consistency and in light of the evaluation of the technical qualifications. The Town reserves the right to seek clarification of any proposal submitted.

VII. TOWN CONTACT

Questions regarding this RFP should be directed in writing to:

Ms. Carrie Johnson, Interim Town Manager & Judi Alberi , Administration
Morristown Offices
43 Portland Street
Morrisville, VT 05661
interim@morristownvt.gov
802-888-5147

VIII. GENERAL TERMS AND CONDITIONS

The Town reserves the right to reject any and all proposals received as a result of this solicitation, to negotiate with any or all qualified proposers, to waive any formality and any technicalities, to solicit new proposals, or to cancel in part or in its entirety this RFP if it is in the best interests of the Town. This solicitation of qualifications in no way obliges the Town to award a contract.

Any proposal received after the time specified will be considered a late proposal. Following evaluation of all proposals, the Town may do one or more of the following:

1. Conduct interviews with representatives of one or more of the respondents
2. Select an apparent successful respondent and enter into contract negotiations

3. Establish a competitive range that shall include all respondents that have a reasonable chance of being selected for award based on the proposals, select those proposals that are in the competitive range, and commence negotiations with those respondents, and then invite those respondents to submit best and final offers
4. Reject all proposals if it is determined to be in the best interests of the Town.

Should the Town be unable to negotiate a satisfactory form of contract with the selected finalist(s), then the next highest ranked finalists may be selected and the negotiation process may be repeated.

IX. INSURANCE COVERAGE REQUIREMENTS

The selected design firm shall obtain and maintain in force for the term of the Contract the following insurance coverage. Certificates of insurance evidencing such coverage shall be furnished to the Town of St. Albans at the time of signing this Contract. Prior to cancellation of, or material change in, any requisite policy, thirty (30) days written notice shall be given to the Town through its risk manager. All automobile liability and general liability policies shall include the Town as an “additionally named/insured” by policy endorsement.

1. Automobile Liability (including owned, non-owned, and hired) in an amount not less than one million dollars (\$1,000,000) each occurrence and not less than two million dollars (\$2,000,000) general aggregate.
2. Worker’s compensation and employer liability in accordance with the Worker’s Compensation Act of the State of Vermont for employees doing work in accordance with this Contract.
3. Comprehensive General Liability (including personal injury) in an amount not less than two million dollars (\$2,000,000) per each occurrence and not less than four million dollars (\$4,000,000) in the aggregate.
4. Professional errors and omissions liability insurance in an amount not less than two million dollars (\$2,000,000) each claim and not less than four million dollars (\$4,000,000) in the aggregate.

Subcontractors must comply with the same insurance requirements as the contractor.

X. TIME AND PLACE FOR SUBMISSION OF PROPOSALS

Submissions must be received by **2:00 P.M. Wednesday February 27, 2024**, and addressed to:

Ms. Carrie Johnson, Interim Town Manager
PO Box 748
Morrisville, VT 05661

Submissions may be hand delivered to:

Ms. Judi Alberi
Morristown Town Office
43 Portland Street
Morrisville, VT 05661

Morristown, VT Highway Garage Feasibility Study RFP

Late submissions will not be accepted. If any of the above requirements are not met, the proposal may be rejected.

Submittals should be organized in response to submission requirements and formatted as 8.5 x 11 inch pages. Larger pages folded to 8.5 x 11 inches and pocket inserts are acceptable. At least one reproducible copy must be provided.

Key Dates

RFP Issued: Wednesday 2/7/24
Proposals Due: Wednesday 2/28/24 at 2:00 PM
Contract Negotiations: Following receipt of proposals

These dates are subject to change at the sole discretion of the Town with reasonable notice given to respondents.



Communications with the Press Policy

The Town Manager or Selectboard Chair (or designee) are the official liaisons with the press which includes print, broadcast, and web information outlets. This will ensure consistent messaging. Please inform the reporter that you are referring them to the authorized Town spokesperson, who will respond to their request. The Town strives to be open and responsive to the press with news and information.

Please notify the Town Manager immediately if you receive a press inquiry. Do not grant an interview or provide any information.

When taking a call from the press, exhibit the same professionalism and courtesy that you would use with any other customer of the Town. Get as much information from the reporter as you can so that we can respond effectively.

This policy is in place to ensure that the press and public are given timely, accurate, and relevant information about the Town of Morristown.

All media contacts should be referred to the Town Manager or Selectboard Chair:

Town Manager

Name:

Office:

Cell:

Email:

Selectboard Chair

Name:

Cell:

Email:

Approved **this** _____ **day of** _____, 2024:

Judy Bickford

Don McDowell

Christopher Palermo

Laura Streets

Richard Craig

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: February 5, 2024
Subject: Executive Session - Contractual

MOTION 1: I move to go into Executive session because I find that premature general public knowledge of contractual 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