



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

On Zoom and at 43 Portland St. Morrisville, VT 05661
5:30 PM Monday, June 3, 2024

[Join Zoom Meeting](#) or by phone join via conference call (audio only): 1 (646) 558-8656 | Meeting ID: [810 342 4528](#) | Passcode 05661

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 5-6-24

IV. 5:35PM - NEW BUSINESS

1. Board of Liquor & Tobacco Control
 1. Approve Liquor License Applications
 2. Approve Tobacco License Applications
 3. Approve Special Events Permit (Manufacturer)
2. Private Road Names
 1. Twisty Maple Drive
 2. Gabriella Lane
3. Award Billing Scholarship(s)
4. Approve financing for Walton Bridge
5. Sign Annual Financial Management Questionnaire
6. Sign Lamoille County Sheriff's Department Agreement
7. Flood Mitigation Grant

V. 5:50PM - OLD BUSINESS

1. Goeltz Road Update

VI. 5:55PM - APPROVE WARRANTS

VII. 5:56PM - COMMUNITY COMMENTS

VIII. 6:00PM - SCHEDULE

1. Monday, June 17, 2024 - SB Meeting 5:30PM
Monday, July 1, 2024 - SB Meeting 5:30PM

IX. 6:01PM - OTHER BUSINESS

X. 6:02PM - EXECUTIVE SESSION - LEGAL

1. Executive Session to discuss a legal matter

XI. 6:20PM - ADJOURN



**SELECTBOARD MEETING MINUTES
OF MAY 6, 2024**

Members: Don McDowell, Christopher Palermo, Laura Streets, Richard Craig, George Cormier

Absent:

ADMINISTRATION and STAFF: Jason Luneau, Acting Town Manager; Judi Alberi, Executive Assistant

PARTICIPANTS/GUESTS: Jerry Throne, Martin Green, Brent Raymond, Tony Cote, Sheila Tarbox

**participating via Zoom*

5:30PM - CALL SELECTBOARD MEETING TO ORDER

Don McDowell called the Selectboard Meeting to order at 5:30 PM at the Tegu Building.

5:31PM - CONTINUE VICIOUS DOG HEARING FROM 4-22-24

*Motion made by Chris Palermo to reconvene Vicious Dog Hearing and hold this item for Other Business.
Motion seconded by George Cormier. Motion carried (5/0).*

5:33PM - AGENDA CHANGES/ADDITIONS

None

5:34PM - APPROVE MINUTES

1. Approve minutes 4-22-24

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

5:40PM - NEW BUSINESS

1. May 20th SB Meeting canceled due to School Vote

1. Consider making a motion to approve Chair to sign warrants May 20, 2024

Motion made by Chris Palermo to approve the Chair to sign the warrants for the canceled meeting of May 20, 2024. Motion seconded by Laura Streets. Motion carried (5/0).

2. Private Road Name - Horse Heaven Hill

Motion made by Chris Palermo to accept the application from the Persicos to name the private road Horse Heaven Hill and authorize Chair McDowell to sign on behalf of the Selectboard. Motion seconded by Richard Craig. Motion carried (5/0).

3. Annual Financial Plan - Town Highways

Motion made by George Cormier to approve and sign the 2025 VTAOT Form TA-60-Annual Financial Plan. Motion seconded by Richard Craig. Motion carried (5/0).

5:55PM - OLD BUSINESS

1. Fire Department Class A pumper fire truck resolution

Motion made by Chris Palermo to approve and sign the resolution as presented for the Class A pumper fire truck. Motion seconded by George Cormier. Motion carried (5/0).

5:56PM - APPROVE WARRANTS

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

5:58PM - COMMUNITY COMMENTS

Concerns from citizens included disappointment with the lack of attention (citizen opinion) Cote Hill had received from the Highway Department, paperwork on the Act 250 report was of poor quality according to a citizen, and is there a plan for the empty lot on Congress Street? Selectboard Streets indicated she had spoken with the owner and the property is not moving forward with any plans for now.

6:10PM - SCHEDULE

- 1. Monday, June 3, 2024 - SB Meeting 5:30PM**
Monday, June 17, 2024 - SB Meeting 5:30PM

6:15PM - OTHER BUSINESS

1. Deliberative Session - Vicious Dog Hearing

Motion made by Chris Palermo to go to a Deliberative session - Vicious Dog Hearing, and to invite Judi Alberi, Jason Luneau, and Brent Raymond to join them. Motion seconded by Laura Streets. Motion carried (5/0).

Motion made by Chris Palermo to come out of Deliberative session - Vicious Dog Hearing at 6:40pm. Motion seconded by Richard Craig. Motion carried (5/0).

Motion made by Chris Palermo to authorize Chair McDowell to sign and send the decision letter as presented. Motion seconded by Geroqe Cormier. Motion carried (5/0).

6:30PM - ADJOURN

Motion made by Richard Craig to adjourn. Motion seconded by Laura Streets. Motion carried (5/0).

Meeting adjourned at 6:48PM

Submitted and filed this 5/8/2024.

Bonnie McDermott, Scribe

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



SELECTBOARD MEMORANDUM

To: Selectboard
From: Sara Haskins, Town Clerk
Date: June 3, 2024
Subject: Board of Liquor & Tobacco Control

1. Approve Liquor License Applications
2. Approve Tobacco License Applications
3. Approve Special Events Permit (Manufacturer)

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 application as presented.

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

SUGGESTED MOTION: I move to approve the special event permit 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. 06.03.2024

Board of Liquor Control

June 3, 2024

Liquor Licenses						
Applicant	DBA	Location	First Class	Second Class	Third Class	Outside Consumption
Co Grocers Group LLC	Green Mountain Market #105	302 VT Rte 15 W		X		

Tobacco Licenses				
Applicant		Location	Tobacco	Tobacco Substitute
Co Grocers Group LLC	Green Mountain Market #105	302 VT Rte 15 W	X	

Request to Cater Permits						
Applicant	Event Name	Location	Date	Start Time	EndTime	# of people
Rock Art Brewery LLC	Open House Event	NCAL	6/8/2024	2:00PM	6:00PM	100-150



5/6/2024

Select Board
43 Portland Street
Morrisville, VT 05661

RE: New road name - Twisty Maple Drive

Dear Select Board

I write this letter to let you know Vincent Connolly & Moriah Stokes are applying for a Zoning permit for their property through the Zoning department. This third building off a shared driveway triggers a new road name. This request for a new road name is from the State E911 Board. Please find the proposed map for reference.

The state emergency E911 coordinator, Tyler Hermanson, approved a road name change from **Sterling Valley Road** to **Twisty Maple Drive**. Vincent & Moriah are both sole owners of this property and this new road name will not affect any neighbor's changing address.

I am forwarding this request to the selectboard (SB) for final approval.

Abigail Griggs
Town of Morristown
Listing Coordinator
E911 Coordinator

(802) 888-6371

(802) 888-6378 FAX

agriggs@morristownvt.gov



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.

Applicant's Name:

Vincent Connolly

Phone:

802-585-0114

Mailing address:

2398 Sterling Valley Road Morrisville, VT 05661

Location of the Road

2398 Sterling Valley Road Morrisville, VT 05661

Reason for naming road?

Required by town/listing/e911

Name of Road

Twisty Maple Drive

What gives you the right to name this road?

We were asked to provide three names and Twisty Maple Drive was approved by e911

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

Vincent Connolly

Date

5/6/24

Reason

☐ Approved

☐ Denied

For the Selectboard

Date



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:

Vincent Connolly | 802-585-0114





5/21/2024

Select Board
43 Portland Street
Morrisville, VT 05661

RE: New road name - Gabriella Lane Pvt

Dear Selectboard,

I am writing this letter to inform you Rob Lizondo is applying to subdivide his property through the zoning department. The subdivision triggers a new road name. Please find the proposed subdivision map for reference.

The state emergency E911 coordinator, Tyler Hermanson, approved a road name change from **Elmore Road** to **Gabriella Lane Pvt**. Mr. Lizondo recommends Gabriella Lane as well, with Tahoe Lane being his second choice. Rob is the sole owner of this property, which provides a right of way to the neighbor's house. This new road name will change the neighbor's address.

I am forwarding this request to the selectboard (SB) for final approval on 6/3/2024. I have included a copy of the Town Street naming and street numbering ordinance.

Abigail Griggs
Town of Morristown
Listing Coordinator
E911 Coordinator

(802) 888-6371

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agriggs@morristownvt.gov



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Applicant's Name:

Phone:

Manuel Roberto Lizondo

530-414-5622

Mailing address:

92 Chevy Chase St, Gaithersburg, MD 20878

Location of the Road

3208 Elmore Road

Reason for naming road?

Name of Road

New subdivision

Choice 1: Gabriella Lane
Choice 2: Tahoe Lane

What gives you the right to name this road?

Ownership in simple fee.

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

M. Lizondo

4/26/2024

Reason

☐ Approved

☐ Denied

For the Selectboard

Date



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:

	SUBSIDIZED property line (Certified)
	Parameter boundary Property line (Certified)
	Approximate property line (NOT certified)
	Property line from deeds or plans of record
	Solution of existing easement
	Geometric bis bis line (not a boundary)
	Edge of gravel
	On way out / 2004
	Utility pipe with overhead wires
	Water Course
	Tree line / Moor found (see plan)
	Not found (see plan)
	Concrete monument found (see plan)
	2 1/2" x 6" labor with SURVEYOR'S Cass "N 1/2 S 66° 32' or 10 RE 10"
	Survey control points

7. The SUDOWEN PLANT has been compiled from several recent and relevant editions including the following referenced sources:

- a. *Trout and Tom Sawyer*, by Sam Locks Rippey, Mechanics, VT, prepared by Carol A. Nelson, U.S. Forest Service, 1970, 1972, 1973, 1974, 1975, 1976, 1977, 1978, 1979, 1980, 1981, 1982, 1983, 1984, 1985, 1986, 1987, 1988, 1989, 1990, 1991, 1992, 1993, 1994, 1995, 1996, 1997, 1998, 1999, 2000, 2001, 2002, 2003, 2004, 2005, 2006, 2007, 2008, 2009, 2010, 2011, 2012, 2013, 2014, 2015, 2016, 2017, 2018, 2019, 2020, 2021, 2022, 2023, 2024, 2025, 2026, 2027, 2028, 2029, 2030, 2031, 2032, 2033, 2034, 2035, 2036, 2037, 2038, 2039, 2040, 2041, 2042, 2043, 2044, 2045, 2046, 2047, 2048, 2049, 2050, 2051, 2052, 2053, 2054, 2055, 2056, 2057, 2058, 2059, 2060, 2061, 2062, 2063, 2064, 2065, 2066, 2067, 2068, 2069, 2070, 2071, 2072, 2073, 2074, 2075, 2076, 2077, 2078, 2079, 2080, 2081, 2082, 2083, 2084, 2085, 2086, 2087, 2088, 2089, 2090, 2091, 2092, 2093, 2094, 2095, 2096, 2097, 2098, 2099, 2100, 2101, 2102, 2103, 2104, 2105, 2106, 2107, 2108, 2109, 2110, 2111, 2112, 2113, 2114, 2115, 2116, 2117, 2118, 2119, 2120, 2121, 2122, 2123, 2124, 2125, 2126, 2127, 2128, 2129, 2130, 2131, 2132, 2133, 2134, 2135, 2136, 2137, 2138, 2139, 2140, 2141, 2142, 2143, 2144, 2145, 2146, 2147, 2148, 2149, 2150, 2151, 2152, 2153, 2154, 2155, 2156, 2157, 2158, 2159, 2160, 2161, 2162, 2163, 2164, 2165, 2166, 2167, 2168, 2169, 2170, 2171, 2172, 2173, 2174, 2175, 2176, 2177, 2178, 2179, 2180, 2181, 2182, 2183, 2184, 2185, 2186, 2187, 2188, 2189, 2190, 2191, 2192, 2193, 2194, 2195, 2196, 2197, 2198, 2199, 2200, 2201, 2202, 2203, 2204, 2205, 2206, 2207, 2208, 2209, 2210, 2211, 2212, 2213, 2214, 2215, 2216, 2217, 2218, 2219, 2220, 2221, 2222, 2223, 2224, 2225, 2226, 2227, 2228, 2229, 2230, 2231, 2232, 2233, 2234, 2235, 2236, 2237, 2238, 2239, 2240, 2241, 2242, 2243, 2244, 2245, 2246, 2247, 2248, 2249, 2250, 2251, 2252, 2253, 2254, 2255, 2256, 2257, 2258, 2259, 2260, 2261, 2262, 2263, 2264, 2265, 2266, 2267, 2268, 2269, 2270, 2271, 2272, 2273, 2274, 2275, 2276, 2277, 2278, 2279, 2280, 2281, 2282, 2283, 2284, 2285, 2286, 2287, 2288, 2289, 2290, 2291, 2292, 2293, 2294, 2295, 2296, 2297, 2298, 2299, 2300, 2301, 2302, 2303, 2304, 2305, 2306, 2307, 2308, 2309, 2310, 2311, 2312, 2313, 2314, 2315, 2316, 2317, 2318, 2319, 2320, 2321, 2322, 2323, 2324, 2325, 2326, 2327, 2328, 2329, 2330, 2331, 2332, 2333, 2334, 2335, 2336, 2337, 2338, 2339, 2340, 2341, 2342, 2343, 2344, 2345, 2346, 2347, 2348, 2349, 2350, 2351, 2352, 2353, 2354, 2355, 2356, 2357, 2358, 2359, 2360, 2361, 2362, 2363, 2364, 2365, 2366, 2367, 2368, 2369, 2370, 2371, 2372, 2373, 2374, 2375, 2376, 2377, 2378, 2379, 2380, 2381, 2382, 2383, 2384, 2385, 2386, 2387, 2388, 2389, 2390, 2391, 2392, 2393, 2394, 2395, 2396, 2397, 2398, 2399, 2400, 2401, 2402, 2403, 2404, 2405, 2406, 2407, 2408, 2409, 2410, 2411, 2412, 2413, 2414, 2415, 2416, 2417, 2418, 2419, 2420, 2421, 2422, 2423, 2424, 2425, 2426, 2427, 2428, 2429, 2430, 2431, 2432, 2433, 2434, 2435, 2436, 2437, 2438, 2439, 2440, 2441, 2442, 2443, 2444, 2445, 2446, 2447, 2448, 2449, 2450, 2451, 2452, 2453, 2454, 2455, 2456, 2457, 2458, 2459, 2460, 2461, 2462, 2463, 2464, 2465, 2466, 2467, 2468, 2469, 2470, 2471, 2472, 2473, 2474, 2475, 2476, 2477, 2478, 2479, 2480, 2481, 2482, 2483, 2484, 2485, 2486, 2487, 2488, 2489, 2490, 2491, 2492, 2493, 2494, 2495, 2496, 2497, 2498, 2499, 2500, 2501, 2502, 2503, 2504, 2505, 2506, 2507, 2508, 2509, 2510, 2511, 2512, 2513, 2514, 2515, 2516, 2517, 2518, 2519, 2520, 2521, 2522, 2523, 2524, 2525, 2526, 2527, 2528, 2529, 2530, 2531, 2532, 2533, 2534, 2535, 2536, 2537, 2538, 2539, 2540, 2541, 2542, 2543, 2544, 2545, 2546, 2547, 2548, 2549, 2550, 2551, 2552, 2553, 2554, 2555, 2556, 2557, 2558, 2559, 2560, 2561, 2562, 2563, 2564, 2565, 2566, 2567, 2568, 2569, 2570, 2571, 2572, 2573, 2574, 2575, 2576, 2577, 2578, 2579, 2580, 2581, 2582, 2583, 2584, 2585, 2586, 2587, 2588, 2589, 2590, 2591, 2592, 2593, 2594, 2595, 2596, 2597, 2598, 2599, 2600, 2601, 2602, 2603, 2604, 2605, 2606, 2607, 2608, 2609, 2610, 2611, 2612, 2613, 2614, 2615, 2616, 2617, 2618, 2619, 2620, 2621, 2622, 2623, 2624, 2625, 2626, 2627, 2628, 2629, 2630, 2631, 2632, 2633, 2634, 2635, 2636, 2637, 2638, 2639, 2640,

as (49.5 ft) as provided under some half rods on each side of the marker. The marker is used for purposes whenever the original boundaries cannot be located. Marking the markers

Lead Records, in the adjacent section, is used to accommodate the Historic Marker.

Water dimensions.

On the ground were composed in part of the consequences and in part of the evidence and written on the marker by color of title or possession. This is a determination of the boundary to be potential for the marker. The marker is used for correctness and

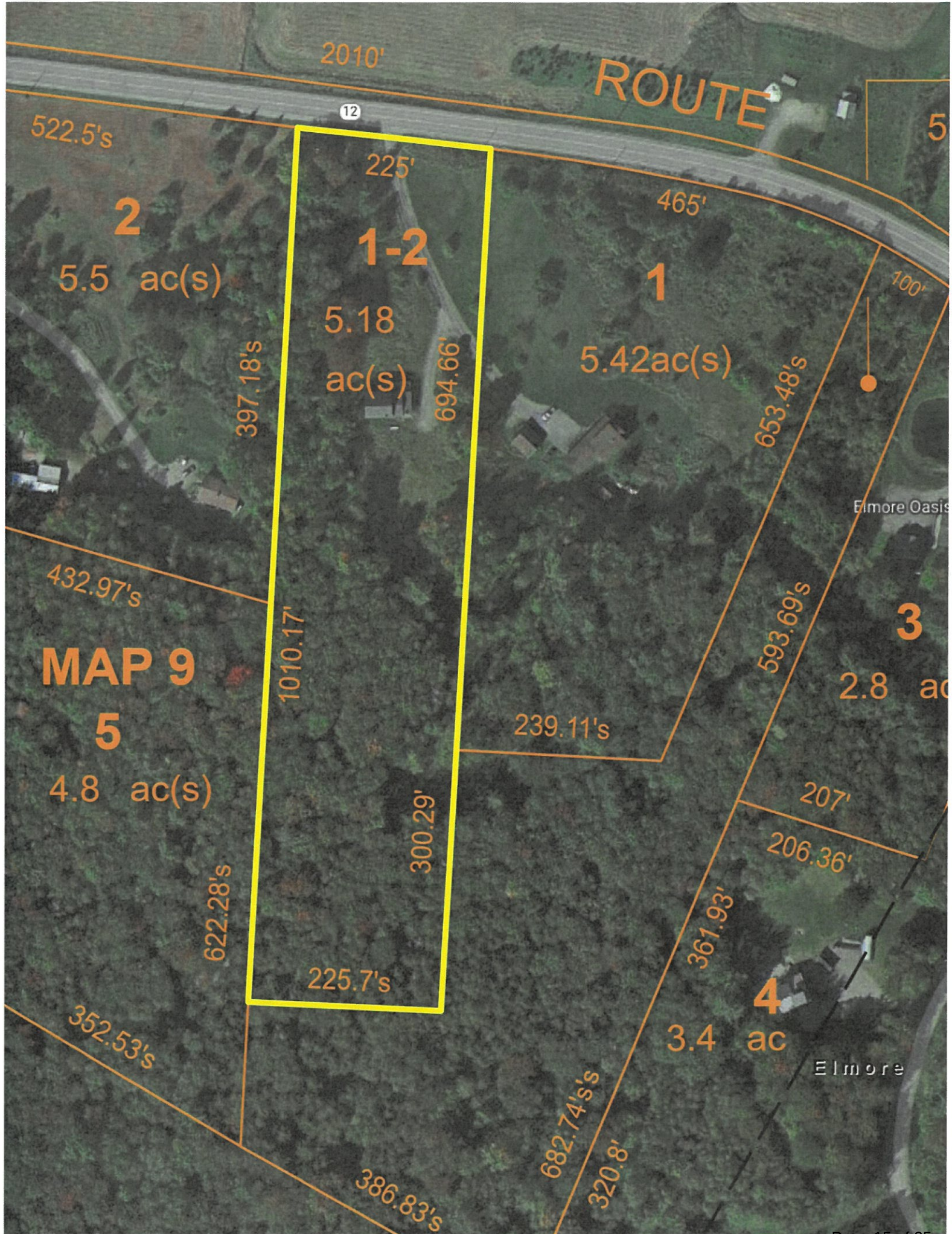
as a matter of law, legal

[illegible][illegible]

Review Board, on the _____ day of _____
 Subject to all requirements and conditions of the resolution.
 Signed this _____ day of _____
 By _____ Date / Cont

of _____ o'clock _____
and recorded in _____
attest: _____ Clerk

[illegible]





ARTICLE 0807-11: STREET NAMING AND STREET NUMBERING

Section I: Purpose

In accordance with: 24 VSA §2291 (16) *"To name and rename streets and to number and renumber lots pursuant to §4463 of this title, and to require the owner of a house or other building to which a number has been assigned to affix the number, including the assigned 911 address, to the structure, sign or number post so that it is clearly visible from the road."* The Selectboard of the Town of Morrystown hereby establishes the following ordinance, in order to develop a more uniform street naming, and addressing system throughout the Town of Morrystown and also to enable providing effective emergency services and deliveries.

Section II: Street Naming and Private Road Names

Each street or road shall be assigned a name by the Selectboard that is separate and distinct from any previously assigned name in the Town of Morrystown. A shared driveway of any length having three or more lots on it shall be defined as a private road. Private roads shall be named. A driveway having one or two lots shall be defined as a driveway and shall not be required to be named.

New streets, proposed via the Town's subdivision process shall be named by Selectboard prior to any zoning approval. Per §820.5 of the Town's Zoning Bylaws, the Selectboard shall indicate if the proposed street, if constructed as proposed, will be accepted as a public road because it will serve a public purpose.

Section III: General Numbering System Guidelines (E911 Standards)

All E911 addresses must be assigned by the Town of Morrystown. Streets in the Town of Morrystown shall be measured in segments of 1/1000ths of a mile. Low numbers shall start nearest to Town Municipal building and increase as they head out of Town. Odd numbers shall be assigned to the left side of the street and even numbers to the right.

Section IV: Posting of Designated Street Addresses

A) The owner, occupant, or person in charge of any house or building to which a number has been assigned will be notified from the Town of Morrystown of the number and street name assigned to residence.

B) Within 60 days after the receipt of such notice, the owner, or occupant in charge of a house or a building to which a number has been assigned, shall affix a number on or near the front door on the side of the house facing the road or driveway. To assist in mail delivery, all roadside mailboxes should be marked with the appropriate number. If there is no mailbox, or the house is not visible from the road, a sign or a number post shall be installed at the driveway entrance on the main road, located at least 30 feet from the center of the road.

C) Numerals indicating the official numbers for each principal building, or each front entrance to each building (or if not visible from the road on a sign or post at driveway entrance), shall be posted in a manner as to be legible and distinguishable from the street on which the property is located, the letters painted or applied, contrasting in colors to the background, and not less than 3" inches in height.

D) Numbering of apartment buildings. Apartments with multi-levels should be numbered as follows: Ground level should be called 100, each apartment after the first one (100) will be numbered 101,102,103, etc. The next floor above would be called 200, and will be numbered in the same manner as floor 100. This numbering pattern will repeat for additional floors. Any walk out apartments below grade shall be number 1, 2, and 3 as follows.

Section V: New Structures

Prior to the issuance of a subdivision permit, a developer shall furnish a plan with Street naming and Street numbering system for the proposed new lots in accordance with this ordinance to the Selectboard.

Section VI: Penalties

In the event of the owner, occupant, or person in charge of the house or building refuses to comply with the terms of this ordinance by failing to affix a number assigned within 60 days after notification, or both failing, within said period of 60 days to remove old numbers affixed to such a house, or house and entrance, or otherwise, they shall be punished by paying a fine of no less than \$10 per day that the situation is not rectified.

Section VII: Street Signs

The Selectboard, upon adoption of this ordinance, shall institute a program for the installation and maintenance of street signs in accordance with the names established by this ordinance, excepting Private Road names.

All signs shall conform to the manual on uniform traffic control devised for streets and highways. All signs shall be installed and maintained to the highest degree possible allowed by budget consideration. Private Road/Street signs shall be responsibility of landowner(s).

Section VIII: Notice and Implementation

The Selectboard shall make reasonable effort to ensure that the public is notified of the existence of the ordinance for street naming and street numbering.

The Town shall ensure through cooperative effort with the post office that each property owner be notified of this ordinance.

Section IX: Severability

If any portion of this ordinance and amendment is held unconstitutional or invalid by a court of competent jurisdiction the remainder of the ordinance and amendment shall not be affected.

Adopted May 20, 1996

Revised & Adopted August 1, 2022

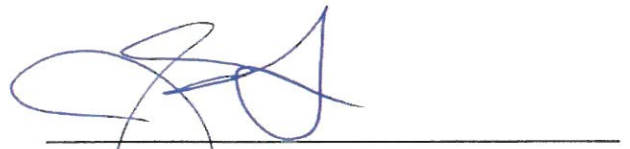
Signed this 1st day of August, 2022

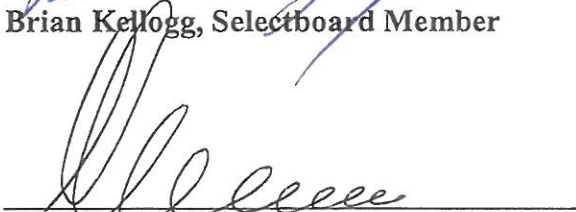
Selectboard for the Town of Morristown


Bob Beeman, Selectboard Chair


Judy Bickford, Selectboard Vice Chair


Brian Kellogg, Selectboard Member


Jessica Graham, Selectboard Member


Don McDowell, Selectboard Member



SELECTBOARD MEMORANDUM

To: Selectboard
From:
Date: June 3, 2024
Subject: Approve financing for Walton Bridge

Suggested Motion:

I move to accept the bid from the Union Bank for the capital improvement note to finance the repair and replacement of the Walton Bridge for an amount of \$510,000 at a fixed 5.49% interest rate for a term of 10 years.

Bank	Interest Rate	Estimated First Payment 11/20/2024	Estimated Final Payment 05/20/2034	Estimated Interest Cost	Estimated Total Cost
Union Bank	5.49%	\$33,341.17	\$33,341.23	\$156,823.46	\$666,823.46
Community Bank	5.99%	\$34,119.70	\$34,119.70	\$172,393.95	\$682,393.95
Community National Bank	6.17%	\$34,393.03	\$34,393.03	\$177,860.60	\$687,680.60
Mascoma Bank	No Bid submitted				

Attachments:

None



SELECTBOARD MEMORANDUM

To: Selectboard
From: Sara Haskins, Town Clerk
Date: June 3, 2024
Subject: Sign Annual Financial Management Questionnaire

Background:

Annual form to review the financial management of the town. It needs to be received by the Selectboard.

Recommendation:

I move to receive the annual financial management questionnaire as presented by Town Treasurer, Sara Haskins and appoint Chair Don McDowell to sign the form on behalf of the Board.

Attachments:

1. SKM_C360i24052309030

Financial Management Questionnaire – Towns and Cities

	Yes	No	Don't know	By whom
Are all town account records currently maintained by one individual?		x		
Do you reconcile bank and ledger balances monthly?	x			Finance Director
Are checks always written to specified payees and not to cash?	x			
Does the same individual open the mail and deposit checks?		x		Administrative Clerk opens/ Treasurer deposits
Are pre-numbered checks used for all bank accounts?	x			
Are unopened bank statements delivered directly to the treasurer as received?		x		statements are electronic on neteller not paper
Do you always provide a numbered receipt for any cash payment made to the town?		x		all receipts entered and processed in computer program
Have select board members attended financial trainings?			x	
Are bank statements reconciled on a regular basis?	x			Finance Director
Does someone other than the treasurer review bank reconciliations?	x			Finance Director and Treasurer
Have you deposited town monies anywhere other than a town account?		x		
Have you deposited any non-town monies into a town account?		x		
Is interest in town accounts apportioned to each account?	x			Finance Director
Have there been any changes in authorized signatures during the fiscal year?		x		
Has a signature stamp ever been used for any town account	x			previous treasurer- Mary Ann Wilson
Has there ever been a theft, or unauthorized use of town funds or equipment?			x	not that I have been made aware of
Are financial records maintained in a computerized system?	x			
Does the town have written policies and procedures for financial operations?	x			
Does each town official have copies of these policies and procedures?			x	
Have you attended trainings on recordkeeping?	x			
Are checks written by the same individual who approves payments?		x		Checks written by finance, signed by treasurer, approved by Selectboard
Are you a participant in any business which does business with the town?		x		
Do you maintain separate pages, columns or running balances for each fund?	x			Finance
Do elected town auditors attend financial trainings?		x		do not have elected auditors
Are bank accounts and fund balances reconciled on a monthly basis?	x			Finance
Does the town loan money to town employees?		x		

As a signer below I certify to the best of my knowledge that the answers provided in this self-assessment questionnaire are an accurate representation of the operation of the Town/City of: Morrisstown, Vermont.

Preparer: (signature) Sara Haskins (printed name): Sara Haskins Title: Treasurer

Received by Select Board (signature): _____ on (date): _____



Roger Marcoux, Jr.
Sheriff



STATE OF VERMONT
LAMOILLE COUNTY SHERIFF'S DEPARTMENT
Post Office Box 96
Hyde Park, Vermont 05655

ALL LAMOILLE COUNTY
EMERGENCIES
DIAL - 911

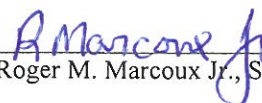
Administration: (802) 888-3502
Civil Process: (802) 888-2561
FAX: (802) 888-2562

Agreement made this 1st day of July 2024 by and between the Lamoille County Sheriff's Department and the Town of Morristown.

Whereas the parties have reached an agreement for the provision of services by the Lamoille County Sheriff's Department to said town that agreement is set forth as follows:

1. The Lamoille County Sheriff's Department will provide 24 hour dispatching service for emergency police, ambulance and fire services, as they presently exist.
2. Morristown will pay to the Lamoille County Sheriff's Department the sum of \$152,922.00 for provisions of the aforesaid services from July 1, 2024 to June 30, 2025. Payment shall be made in equal quarterly installments of \$38,230.50 commencing July 1, 2024 and continuing on October 1, 2024, January 1, 2025 and April 1, 2025.
3. Any property acquired by the Lamoille County Sheriff's Department during the term of this contract and under the terms thereof shall, in the event of termination of this contract, become the property of the Lamoille County Sheriff's Department/Lamoille County. In this event, the equipment would be utilized by the remaining towns in the communication partnership.
4. The Lamoille County Sheriff's Department will provide Morristown an annual financial status report.
5. Disputes between the parties shall be resolved by such mediation or arbitration, as the parties shall mutually agree upon.
6. Pursuant to 24 V.S.A. §291a(c), the Sheriff shall be entitled to compensation of 5% of the total contract amount for administration services. This administration fee does not increase the total cost for services and shall be paid to the Sheriff in the same calendar year in which the contract payments are received by the Department under the contract. The allowable amount of compensation under this contract is \$7,646.10.

DATED: _____



Roger M. Marcoux Jr., Sheriff

Select board Members Signatures



SELECTBOARD MEMORANDUM

To: Selectboard
From:
Date: June 3, 2024
Subject: Flood Mitigation Grant

Attachments:

None



SELECTBOARD MEMORANDUM

To: Selectboard
From: Judi Alberi, Executive Assistant
Date: June 3, 2024
Subject: Goeltz Road Update

Dear Morristown community:

I know many of you have been seeking an update regarding the Goeltz Road bridge / culvert. The following is provided to update everyone on the progress made thus far. I am happy to speak with anyone should you have any questions. Please feel free to call me at 802-888-5147.

December 18, 2023: Rain Event destroys culvert on Goeltz Road, and the Town subsequently closed the road.

January 2024: Damage assessment completed by Morristown Highway, and the Town engaged Mumley Engineering to evaluate damage, and issue a request for proposal (RFP) for replacement.

February 2, 2024: The Town signed contract with Mumley Engineering to be project manager, and liaison and comply with local, state, and federal requirements for the Goeltz Bridge replacement.

March 2024: The Town reviewed a quote on cost and availability of a **temporary** bridge if delivery of permanent bridge / culvert replacement would be too delayed. Estimated cost for a temporary bridge was \$150,000 (not including removal costs).

March 2024: The Town issued an RFP for the culvert/bridge replacement.

March 2, 2024: FEMA issued a disaster declaration for the December 2023 storm damage, and the Town scheduled an initial meeting with FEMA. FEMA assigned a public assistance ID: DR-4762_VT.

April 17, 2024: The Town evaluated bids received for bridge / culvert replacement, and initiated communications with lowest bidder. Lowest bidder stated the earliest the bridge / culvert could be delivered by was 2025.

April 22, 2024: The Interim Town Manager provided an update at the Selectboard meeting.

April 2024: The Town and Mumley Engineering worked with Concrete Systems, Inc (CSI), and signed a contract with the bridge manufacturer for summer, 2024 delivery. There are no "culvert stores" for bridges / culverts of this size – it is a custom build. The initial cost estimates for the Goeltz Road Bridge / Culvert Project are between \$500,00 - \$700,000. FEMA will pay up to 87% of the project costs (up to \$609,000).

May 13, 2024: Town and FEMA held a VT Recovery Scoping meeting (FEMA kick off). Mumley Engineering as Project Manager worked with the Town to schedule a FEMA site visit to determine the cost of replacing the culvert with the same size culvert. It is critical to note that the state has been on

record for years that should something happen to this culvert, it must be upsized to current state standards – not be replaced as is only to be potentially destroyed by a later storm event. FEMA informed the Town they must follow FEMA guidelines for the site work request for proposals.

May 22, 2024: FEMA, Mumley Engineering and Town Highway Department conducted a site visit to evaluate site conditions. The Town is currently pending FEMA producing its initial estimate - aka Detailed Damage Description (DDD).

May 28, 2024: The Town is pending, and expected to receive in the next few business days:

1. a detailed cost estimate for the project from Mumley Engineering to compare to FEMA's in case the Town needs to challenge their estimate.
2. a Hydrologic and Hydraulic (H&H) Study from Mumley Engineering.

We will continue to keep you posted as we receive FEMA's DDD estimate and other information.

Brent Raymond
Town Manager

Attachments:

None