



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

On Zoom and at 43 Portland St. Morrisville, VT 05661  
**5:30 PM Monday, July 1, 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 6-17-24

**IV. 5:35PM - NEW BUSINESS**

1. Board of Liquor & Tobacco Control
  1. Approve Tobacco License Renewals
2. Adopt Local Emergency Management Plan
3. Approve Coin Drop for Lamoille Area Cancer Network August 3rd
4. Appointments:  
Lamoille Valley Rail Trail  
Brownfield Committee
5. Hazard Mitigation Funding Program (HMFP)
6. Jersey Heights - Three-Acre Rule

**V. 5:55PM - OLD BUSINESS**

**VI. 5:56PM - APPROVE WARRANTS**

**VII. 6:00PM - COMMUNITY COMMENTS**

**VIII. 6:10PM - SCHEDULE**

1. Monday July 15, 2024 - SB Meeting 5:30PM  
Tuesday July 16, 2024 - Charter Committee Meeting 5:30PM  
Monday August 1, 2024 - SB Meeting 5:30PM

**IX. 6:15PM - OTHER BUSINESS**

1. Executive Session to discuss legal matter

**X. 6:30PM - ADJOURN**



## SELECTBOARD MEETING MINUTES OF JUNE 17, 2024

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

Absent:

ADMINISTRATION and STAFF: Brent Raymond, Town Manager; Judi Alberi, Executive Assistant; Sara Haskins, Town Clerk/Treasurer; Todd Thomas, Zoning Administrator/Planner

PARTICIPANTS/GUESTS: Jerry Throne, Kevin Petrochko, Grant Wieler, Kristin Marriott, Tom Cloutier, Martin Green Bob Bortree, Jonathar Mogor, Etienne Hancock, Tracy Desrocher, Robert Heanue, Sheila Tarbox, Tony Cote, Gail Asam, Tyler Mumley, Judy Bickford

*\*participating via Zoom*

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### 5:45PM - CALL SELECTBOARD MEETING TO ORDER

Don McDowell called the Selectboard Meeting to order at 6:27 PM at the Tegu Building.

### 5:46PM - AGENDA CHANGES/ADDITIONS

None

### 5:47PM - APPROVE MINUTES

#### 1. Approve minutes 6-3-24

*Motion made by Chris Palermo to approve the minutes of 6/3/2024 with amendments. Motion seconded by George Cormier . Motion carried. (5/0)*

### 5:50PM - NEW BUSINESS

#### 1. Appoint vacant Lister position

Grant Wieler is a Real Estate Professional and current President of the Lamoille Area Board of Realtors. His real estate experience makes him well qualified to be appointed as a Lister. Normally it is an elected position but nobody ran, so the Selectboard may appoint residents to the role until the next town election. Mr. Wieler is present, and Mr. Charles Burnham, Lister, is also here in support of Mr. Wieler's nomination.

*Motion made by Chris Palermo to appoint Mr. Grant Wieler to fill the vacant Lister position until the next local election. Motion seconded by Richard Craig. Motion carried (5/).*

#### 2. Appoint Fire Warden

Chief Dennis "Denny" DiGregorio has volunteered to accept the reappointment as Town of Morristown Forest Fire Warden for a term starting 06/15/24 to 06/30/29.

***Motion made by Chris Palermo to approve Dennis DiGregorio to be reappointed as Town of Morristown Forest Fire Warden for a term starting June 15th, 2024 to June 30th, 2029. Motion seconded by Richard Craig. Motion carried (5/0).***

**3. Soulmate Brewery request for ADA access - Copley Municipal Parking Lot**

Todd Thomas and Brent Raymond met with Jonathan Mogor to review his requests. This is one of two he had. Jonathan would like to have tables for outdoor dining in the back of Soulmate Brewery, and he would need to add an ADA compliant ramp for the back door. To add the ramp and tables a couple feet of access upon the town parking area is needed. The space does not infringe on parking spots or a marked walkway. The request was for an easement, but Jim Barlow recommended a "license" as it only gives permission to do a specific act and may be canceled, whereas an easement is not revocable. Jonathan is here this evening to answer any questions.

***Motion made by Chris Palermo to approve a 2-year license of the 6 feet wide by 24 feet long hand-drawn triangular area on the January 12, 2024 as-built plans for the Copley Municipal Parking Lot, to Magma Properties LLC (d/b/a Soulmate Brewing) for the purposes of outdoor dining and handicap ramp access. Said 2-year license is renewable upon Selectboard re-approval. The license shall not be transferable to another business without prior Morristown Selectboard approval. Motion seconded by George Cormier. Motion carried. (4/1). Laura Streets Nay***

**4. Board of Liquor & Tobacco Control**

- 1. Approve Liquor License Renewals**
- 2. Approve Special Events Permit**

***Motion made by Chris Palermo to recess the Selectboard meeting and open the Board of Liquor & Tobacco Control. Motion seconded by George Cormier. Motion carried (5/0).***

***Motion made by Chris Palermo to approve the liquor license application as presented . Motion seconded by Richard Craig . Motion carried (5/0).***

***Motion made by Chris Palermo to approve the special event permit as presented. Motion seconded by Richard Craig. Motion carried (5/0).***

***Motion made by Chris Palermo to adjourn the Board of Liquor & Tobacco Control. Motion seconded by Laura Streets. Motion carried (5/0).***

***Motion made by Chris Palermo to reconvene the Motion seconded by George Cormier. Motion carried (5/0).***

**5. Approve 2024-2025 Tax Anticipation Note**

Every year the town practice has been to apply and receive a tax anticipation note to fund the town until taxes are collected in November. Sara Haskins recommends option #1 with a reinvestment option from Union Bank, a sole source vendor.

***Motion made by Chris Palermo to Approve option #1: tax anticipation loan with reinvestment option from the Union Bank for a total loan amount of \$3,000,315.00 with a loan rate of 4.65% and a reinvestment rate of 5.10% for FY 2025. Motion seconded by George Cormier. Motion carried (5/0)***

**6. Approve financing for ambulance and power stretcher**

The voters authorized the purchase of an ambulance and power stretcher in an amount not to exceed \$335,000 to be financed over a period not to exceed five years on March 7, 2023.

***Motion made by Chris Palermo to accept the bid from Community National Bank for financing the purchase of an ambulance and stretcher for an amount of \$355,000 at a 5.245% fixed semi-annual interest rate for a term of 5 years. Motion seconded by Laura Streets. Motion carried. (5/0)***

**7. Ambulance write-off**

The practice of the Select Board has been to write off uncollectible ambulance calls at the end of the fiscal year. The details were distributed at the meeting.

***Motion made by Chris Palermo to approve the write-off of \$38,218.47 for uncollectible ambulance calls for FY 22-23. Motion seconded by George Cormier. Motion carried. (5/0)***

**5:55PM - OLD BUSINESS**

**1. Flood Mitigation Grant**

- Hazard Mitigation Funding Program (HMFP) – Don McDowell and Brent Raymond attended the Lamoille County Flood Recovery and Resiliency Community Meeting last week on Wednesday June 12th. Notes of interest:

- Applicants do not need to have damage from the July 2023 flooding.
- 100% funding – no match required
- The Pre-Application form submission deadline is August 15th, 2024.
- Eligible project types are: Buyouts of flood-prone properties; Structural Elevations & Mitigation Reconstruction; Natural Resource floodplain restoration or dam removal; upsizing bridges and culverts; floodproofing municipal and commercial buildings; road relocation, elevation, or soil stabilization.
- Many of the LCPC town representatives in attendance recommended not only a Lamoille wide, but Orleans wide list of projects that contributed to region wide flood mitigation.

LCPC has created and is developing with the input of each community a list of HMGP and Non-HMGP projects by municipalities.

**5:56PM - APPROVE WARRANTS**

***Motion made by Chris Palermo to approve the warrants. Motion seconded by Richard Craig. Motion carried. (4/0/1) Laoura Streets abstained***

**5:58PM - COMMUNITY COMMENTS**

Mr. Cloutier commented that there have been improvements in the town over the last two months. He also questioned who the consultant is who is working with the town and expressed his desire to have the department heads' reports made public. Mr. Cote thanked Mr. Raymond for his time.

Mr. Brewster suggested that the Village and the Town should share the consultant's cost.

Ms. Haskins thanked Tricia Follert for all her work with the town.

**6:10PM - SCHEDULE**

**1. Monday June 24, 2024 - Charter Comm Meeting 5:30PM**

**Monday July 1, 2024 - SB Meeting 5:30PM**

**Monday July 15, 2024 - SB Town Plan Public Hearing 5:30PM**

**Monday July 15, 2024 - SB Meeting 5:45PM**

Monday June 24, 2024 -Charter Committee Meeting 5:30 PM

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

Monday July 15, 2024 - SB Meeting 5:30 PM

## **6:15PM - OTHER BUSINESS**

### **1. Executive Session - Legal**

***Motion made by Chris Palermo to go into Executive Session because I find that premature general public knowledge of probable civil litigation to which the public body may be a party would clearly place the public body 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 probable litigation under the provisions of Title 1 section 313 (a) (1) of the Vermont Statutes, to include Town Manager, Brent Raymond and Executive Assistant, Judi Alberi. Motion seconded by Richard Craig. Motion carried. (5/0).***

***Motion made by Richard Craig to come out of Executive Session at 8:04PM. Motion seconded by Laura Streets. Motion carried. (5/0)***

## **6:30PM - ADJOURN**

***Motion made by Chris Palermo to adjourn. Motion seconded by George Cormier. Motion carried. (5/0)***

Meeting adjourned at 8:05 pm  
Submitted and filed this 6/20/2024.  
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:** July 1, 2024  
**Subject:** Board of Liquor & Tobacco Control

1. Approve Tobacco License Renewals

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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 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. 07.01.2024

## Board of Liquor Control

July 1, 2024

| Liquor Licenses |     |          |             |              |             |                     |
|-----------------|-----|----------|-------------|--------------|-------------|---------------------|
| Applicant       | DBA | Location | First Class | Second Class | Third Class | Outside Consumption |
|                 |     |          |             |              |             |                     |

| Tobacco Licenses           |                    |                    |         |                                |
|----------------------------|--------------------|--------------------|---------|--------------------------------|
| Applicant                  |                    | Location           | Tobacco | Tobacco Substitute Endorsement |
| Big Intelligence Group LLC | 10 Railroad Street | 10 Railroad Street |         | X                              |

| Request to Cater Permits |            |          |      |            |         |             |
|--------------------------|------------|----------|------|------------|---------|-------------|
| Applicant                | Event Name | Location | Date | Start Time | EndTime | # of people |
|                          |            |          |      |            |         |             |

# Local Emergency Management Plan Municipal Adoption Form

## Town/City of MORRISTOWN

ADDRESS: P.O. BOX 748

The Local Emergency Management Plan (LEMP) must be (re)adopted annually, after town meeting day, and submitted to the appropriate Regional Planning Commission (RPC) by May 1st.

At a warned public meeting (regular selectboard/city council meeting), the municipality adopted the Local Emergency Management Plan (LEMP) on the date shown at right.

At a warned public meeting (regular selectboard/city council meeting), the municipality adopted the National Incident Management System (NIMS) on the date shown at right.

If Vermont Emergency Management needs to contact municipal leaders to determine status and support requirements during an emergency, the Emergency Management Director (EMD) and two other local Points Of Contact (POCs) who should have authoritative local information are listed at right.

0 Mark this block if a readopted plan has no changes since the previous year.

|                    |                                                                        |
|--------------------|------------------------------------------------------------------------|
| Municipality       | Morristown                                                             |
| LEMP Adoption Date | May 1, 2023                                                            |
| NIMS Adoption Date | 2/12/2012                                                              |
| EMO Name           | Jason Luneau                                                           |
| Position           | EMO                                                                    |
| Primary Phone      | (802) 888-4211                                                         |
| Alternate Phone    | 802-730-7864                                                           |
| Email              | Jluneau@morristownvt.gov                                               |
| POC 2 Name         | Andrew Glover                                                          |
| Position           | Police Officer                                                         |
| Primary Phone      | 802-888-4211                                                           |
| Alternate Phone    | 802-730-7855                                                           |
| Email              | <a href="mailto:aglover@morristownvt.gov">aglover@morristownvt.gov</a> |
| POC 3 Name         | Vacant                                                                 |
| Position           |                                                                        |
| Primary Phone      |                                                                        |
| Alternate Phone    |                                                                        |
| Email              |                                                                        |

I hereby certify that the LEMP meets Vermont National Incident Management System (NIMS) requirements and current LEMP Implementation Guidance as on page 2:

Signed• \_\_\_\_\_

**Jason Luneau**

Printed Name; certifying individual must have taken, at a minimum, ICS402 or ICS100/IS-100 training

I hereby attest that the municipality has adopted NIMS and the LEMP as stated above:

Signed\* \_\_\_\_\_

**Brent Raymond, Town Manager**

Printed Name, Selectboard / council member

**Once completed, send adoption form (2 pages) and copy of Local Emergency Management Plan to Regional Planning Commission.**

• A typed name is acceptable as an electronic signature if it represents an act of that person in accordance with 9 V.S.A. § 278.

# Local Emergency Management Plan (LEMP)

## Required Elements

Check boxes below indicating the plan has the required elements and, if not using a template, fill in page numbers to report completion of required elements.

| Municipal Adoption                  |                                                                                                                 |
|-------------------------------------|-----------------------------------------------------------------------------------------------------------------|
| <input checked="" type="checkbox"/> | Municipal Adoption Form                                                                                         |
|                                     | Municipal adoption of National Incident Management System (NIMS) <input checked="" type="checkbox"/>            |
|                                     | Contact information for local authorities during an emergency <input checked="" type="checkbox"/>               |
|                                     | Certification that LEMP meets Vermont <b>NIMS</b> / Implementation Guidance <input checked="" type="checkbox"/> |
|                                     | LEMP adoption by local <u>selectboard / city council (annual)</u> <input checked="" type="checkbox"/>           |
| LEMP Required Elements              |                                                                                                                 |
|                                     | Page                                                                                                            |
| <input checked="" type="checkbox"/> | Planners                                                                                                        |
|                                     | List of people who wrote/ maintain the LEMP                                                                     |
| <input checked="" type="checkbox"/> | Municipal Emergency Operations Center (EOC)                                                                     |
|                                     | Activation authority 2                                                                                          |
|                                     | EOC staff positions and duties (minimum 1) 1-1                                                                  |
|                                     | List of potential EOC staff members (minimum 1) 2-2                                                             |
|                                     | Facility information for potential EOC locations minimum 1 2-3                                                  |
| <input checked="" type="checkbox"/> | Resources                                                                                                       |
|                                     | Emergency purchasing agent and spending limits (if any) 3-1                                                     |
|                                     | List of municipal contracts that can be used during an emergency (if any) NA                                    |
|                                     | List of other local resources that could be used during an emergency (if any) 1-2, 1-3, 1-4                     |
|                                     | National Incident Management System <b>NIMS</b> Typed Resource List 3-3                                         |
| <input checked="" type="checkbox"/> | Public Information and Warning                                                                                  |
|                                     | VT-Alert contact information 4-1                                                                                |
|                                     | Local website / social media information if any 4-1                                                             |
|                                     | List of local media outlets (if any) 4-2                                                                        |
|                                     | Public notice sites for non- phone/Internet information 4-1                                                     |
|                                     | Vermont 2-1-1 contact information 4-3                                                                           |
| <input checked="" type="checkbox"/> | Vulnerable Populations                                                                                          |
|                                     | List of organizations/facilities that serve local vulnerable populations 5-2                                    |
|                                     | Identification and monitoring process 5-1 - 5-2                                                                 |
| <input checked="" type="checkbox"/> | Shelters                                                                                                        |
|                                     | Spontaneous and regional shelter information 6-1                                                                |
|                                     | Opening information for local shelters (if any) 6-1                                                             |
|                                     | Service information for local shelters if any NA                                                                |
| <input checked="" type="checkbox"/> | Contact Information                                                                                             |
|                                     | Emergency Management personnel 1-1                                                                              |
|                                     | Response organizations 1-1                                                                                      |
|                                     | Municipal officials / public works 1-1                                                                          |
|                                     | State, region, and adjacent municipality contacts 1-4                                                           |

Vermont Emergency Management (VEM) encourages municipalities to create and maintain optional LEMP annexes as required. Examples might include plans for specific incident types, shelters, evacuation, and volunteer management - see the VEM website for models, samples, and examples at: <http://vem.vermont.gov>

6/1/2024

## 1. Overview.

1.1. Purpose. This is the Local Emergency Management Plan (**LEMP**) for the TOWN of MORRISTOWN. It outlines how the municipal government will coordinate support from an Emergency Operations Center (EOC) and, if necessary, direct actions from an Incident Command Post (ICP). This is not a tactical plan for first response fire, emergency medical service, or law enforcement issues. This base document details general municipal Emergency Management activities, while the enclosures and (optional) annexes provide quick reference materials for specific tasks and incidents.

1.2. Planners. The following people are the Emergency Management (EM) stakeholders who wrote and maintain this plan.

- Jason Luneau, Emergency Management Director / Police Chief
- Brent Raymond, Town Manager
- Corey Boisvert, Interim EMS Chief
- Dennis Digregorio, Fire Chief
- Kevin Barrows, Highway Department Superintendent
- Andrew Glover, Assistant EOD
- Alec Jones, Regional Planning Commission Emergency Planner

## 2. Normal Operations.

### 2.1. Information Sharing.

2.1.1. Town officials get information from many sources, including TV, radio, news websites, email, emergency dispatch, and personal interactions and observations. The Police Chief, Fire Chief, Highway Superintendent, and Emergency Management Director are the primary information collectors and coordinate as required. Residents and transients may also call various offices with observations and reports about emergency situations; town staff and the Town Manager should forward those reports to the appropriate official.

2.1.2. Responding organizations will not normally alert others to incidents that do not exceed their capabilities. For example, the Fire Chief will not notify the town about every fire; the Highway Superintendent will not alert the town for every snowstorm.

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2.2. Incident Size-up. As an incident develops, the EMD or Incident Commander must validate the accuracy of reports and the severity of the situation to assess the risk to the town and the need for broader coordination.

2.3. Early Notification. As an incident develops that might affect the whole town, reports should go to the EMD. The EMD, in turn, will keep the Town Manager, the Chief of Police, the Highway Superintendent, and the Fire Chief informed as appropriate.

### 3. Municipal Emergency Operations Center (EOC) Activation.

3.1. General. The EOC should activate when there is an incident that requires significant coordination between responders, municipal officials, and/or residents. This plan routinely uses the term EOC, but in some cases the municipal EOC may also serve as the municipal Incident Command Post (ICP). See Enclosure 2 for facility, organization, and staffing details and specific incident annexes for action plans and municipal command and coordination relationships.

3.2. Decision to Activate. The EMD makes the decision to activate the EOC. These are common reasons to open the EOC.

- Request from an Incident Commander
- Request from Highway Superintendent
- Directive from Town Manager
- Weather forecast that may lead to widespread damage

3.3. Location. \_The EMD selects the EOC location on activation. The following are established EOC locations/ Information Posting Centers.

- Primary: Police Department, 121 Lower Main St
- Alternate: EMS Building, 539 Washington Highway
- Alternate: Fire Station, 162 Upper Main St
- Information Postings Only;
  - Library
  - Post Office
  - Village W&L Department

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4. Emergency Operations. This plan provides the general operating framework for municipal Emergency Management for events that require some form of municipal Emergency Operations Center (EOC) or Incident Command Post (ICP), not for emergencies that the on-scene Incident Command structure can handle internally. For what to do during specific incidents, see any incident annexes.

4.1. Incident Command and the Emergency Operations Center (EOC). Each incident must have an Incident Commander (IC) in charge of the response. In some cases, the EOC will support the ICs, but in some cases the EOC may also be the municipal ICP.

4.2. Maintain Situational Awareness The EOC tracks events and response actions for municipal leaders.

4.2.1. Operations Log - Word document (or Excel file, or paper log form, etc), of all significant activities, decisions, and communications.

4.2.2. Map - tracks events graphically on the large situation map in the EOC (or on a projected PowerPoint slide map, etc).

4.2.3. Information Request Tracker - list of information requests and their status/answers in an Excel file (or whiteboard, Word document, paper log, etc).

4.2.4. Damage Report - list of public infrastructure damage (including roads, bridges, and culverts as well as town owned electric departments, public water supplies, water supply and wastewater treatment plants, historic structures, public libraries, etc.) to facilitate funding requests during recovery.

4.3. Coordinate Resource Requests. See Enclosure 3. As ICs identify resource needs, the EOC will record them, try to fulfill them locally, and if necessary, request them through the State EOC.

4.3.1. Purchasing. When the EOC is active, the EOC Director may authorize the purchase of supplies, equipment, and services as required in support of ongoing incidents, up to a total of \$10,000. Purchases over \$10,000 require approval of the Town Manager or, if the Town Manager cannot reasonably meet because of the emergency, any available Select Board member (which action must be ratified by the whole board at the earliest convenience of holding a meeting).

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4.3.2. Resource Request Tracker - list of resource requests and their status in an Excel file (or whiteboard, Word document, paper log, etc).

4.3.3. Financial Expenses - documentation for expenses including materials, personnel, and equipment to facilitate funding requests during recovery.

4.4. Provide and Monitor Public Information. See Enclosure 4. Incident Commanders may have Vermont Emergency Management (VEM) send out an alert notification through the VT-Alert system. The Public Information Officer (PIO) in the EOC monitors news reports and social media for information and requests from the public. In coordination with ICs, the PIO creates news updates and/or press releases to publish on the town web page and local social media and makes paper copies for distribution in areas that may not have normal communications.

4.5. Vulnerable Populations. See Enclosure 5. If necessary, the EOC may contact organizations and facilities that serve vulnerable populations to identify residents who are at risk based on the emergency. If there are residents at risk, the EOC will monitor their status and if required coordinate support for them until their situation stabilizes.

4.6. Sheltering and Care. See Enclosure 6. After a natural or manmade disaster, the American Red Cross (ARC) and Vermont Economic Services Division (ESD) can shelter small numbers of people in hotels/motels. If necessary, the EOC may direct the opening of a daytime warming shelter (at a site to be determined), assess the need and/or feasibility of setting up a temporary overnight shelter, or during major emergencies residents may go to a regional shelter in other areas of the state.

4.7. Plan Future Operations. The EOC supports ICs in planning and coordinating future response and recovery operations. As soon as possible, responders should begin collecting supporting documentation that will facilitate reimbursement. At the municipal level, demobilization from response normally means a return to normal workdays with additional recovery tasks.

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4.8. Update Briefings. Every day the EOC will conduct full update briefings for the staff, town manager, and other key leaders. Depending on the emergency this may occur several times a day to set goals for the day, synchronize activities, review the day's events, or as needed. The normal format is as follows.

- Overview (EOC Director)
- Current situation (Situational Awareness)
- Resource issues (Logistics Support)
- Incident/ Operations updates and issues
- Priorities and general comments (Select Board)

4.9. Night Shifts. The EOC Director will determine the need for staffing at night and the missions for those on duty.

## 5. Demobilization.

5.1. Decision to Demobilize. The EOC Director will demobilize the EOC based on the situation and operational objectives. Typical conditions for demobilization include:

- All first responders are demobilized or returned to normal work schedules
- All emergency issues for people within the town are resolved or completely transitioned to an appropriate service agency
- There are less than 10 customers without power in the town, and none of them have unresolved support issues because of the outage
- There are less than 5 homes that are inaccessible by road, and none of the occupants have unresolved support issues

### 5.2. Demobilization Process.

- Notify Town Manager, Chief of Police, Fire Department, Highway Superintendent, and State EOC that local EOC is shutting down
- Collect and file all EOC documentation for the incident
- Clean and put away all EOC equipment and supplies
- Identify any supply or equipment needs for the next EOC activation
- Release EOC staff and secure facility

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5.3. Transition to Recovery. If necessary, the Town Manager appoints a Recovery Officer as the Incident Commander for recovery. The EOC Director makes all incident related documentation available to the Recovery Officer. The Recovery Officer establishes a Recovery Committee as his/her staff and sets operational objectives and meetings and tasks as required to achieve the objectives.

Enclosures:

- 1 - Contact Information
- 2 - Emergency Operations Center (EOC)
- 3 - Resources
- 4 - Public Information and Warning
- 5 - Vulnerable Populations
- 6 - Sheltering and Care

Enclosure 1 (Contact Information)  
Town of MORRISTOWN Local Emergency Management Plan

June 1<sup>st</sup>, 2024

| Position                              | Name                | Phone numbers - indicate Mobile, Home, Work |              |              | E-mail                                                                     |
|---------------------------------------|---------------------|---------------------------------------------|--------------|--------------|----------------------------------------------------------------------------|
|                                       |                     | Cell                                        | Work         | Home         |                                                                            |
| Local Emergency Management Team       |                     |                                             |              |              |                                                                            |
| EM Director (EMO)                     | Jason Luneau        | 802-730-7864                                | 802-888-5147 |              | <a href="mailto:jluneau@morristownvt.gov">jluneau@morristownvt.gov</a>     |
| Public Information Officer (PIO)      | As assigned by EMO  |                                             |              |              |                                                                            |
| EOC Staff                             | Tina Sweet          |                                             | 802-888-6374 |              | <a href="mailto:tsweet@morristownvt.gov">tsweet@morristownvt.gov</a>       |
| EOC Staff                             | Judith Alberi       |                                             | 802-888-5147 |              | <a href="mailto:jalberi@morristownvt.gov">jalberi@morristownvt.gov</a>     |
| EOC Staff                             | Todd Thomas         |                                             | 802-888-6373 |              | <a href="mailto:tthomas@morristownvt.gov">tthomas@morristownvt.gov</a>     |
| EOC Staff                             | Abbie Griggs        |                                             | 802-888-6371 |              | <a href="mailto:agriggs@morristownvt.gov">agriggs@morristownvt.gov</a>     |
| EOC Staff                             | Mitzi Fleming       |                                             | 802-888-6370 |              | <a href="mailto:mfleming@morristownvt.gov">mfleming@morristownvt.gov</a>   |
| EOC Staff                             | Elizabeth Chase     |                                             | 802-888-6370 |              | <a href="mailto:echase@morristownvt.gov">echase@morristownvt.gov</a>       |
| EOC Staff                             | Stacey Ferriman     |                                             | 802-888-6374 |              | <a href="mailto:sferriman@morristownvt.gov">sferriman@morristownvt.gov</a> |
| Local Response Organization Contacts  |                     |                                             |              |              |                                                                            |
| Fire Chief                            | Dennis Digregorio   | 802-730-3575                                |              |              | captdenny14k@comcast.net                                                   |
| Assistant Fire Chief                  | Jason Kelly         | 802-793-6558                                |              |              | marlyk7@hotmail.com                                                        |
| EMS Chief (Interim)                   | Corey Boisvert      | 802-673-9684                                |              |              |                                                                            |
| Chief of Police or Constable          | Jason Luneau        | 802-279-9666                                | 802-888-4211 |              | <a href="mailto:jluneau@morristownvt.gov">jluneau@morristownvt.gov</a>     |
| Lamoille County Sheriff               | Roger Marcoux, LCSD | 802-279-2991                                | 802-888-2561 |              | rogermarcoux@lamoillesheriff.org                                           |
| Lamoille Dispatch Center              | Darren Severance    |                                             | 802-888-3502 |              | darren.severance@lamoillesheriff.org                                       |
| VT State Police                       | Williston Barracks  |                                             | 802-635-7036 |              |                                                                            |
| Local Public Works Contacts           |                     |                                             |              |              |                                                                            |
| Road Superintendent                   | Kevin Barrows       |                                             | 802-730-4934 | 802-279-1314 | <a href="mailto:kbarrows@morristownvt.gov">kbarrows@morristownvt.gov</a>   |
| Road Foreman- Town Garage             | Derek Small         |                                             | 802-888-6369 | 802-279-7505 | <a href="mailto:dsmall@morristownvt.gov">dsmall@morristownvt.gov</a>       |
| Tearn Leader - Village Garage         | Matt Friedrich      |                                             | 802-888-3398 | 802-730-5095 | mtfriedrich5@aol.com                                                       |
| Morrisville W&L- Plant Superintendent | Kevin Newton        | 802-760-0461                                | 802-888-4217 |              | knewton@mwlv.com                                                           |
| VT Electric Co-Op - C.O.O.            | Peter Rossi         |                                             | 802-635-7645 |              |                                                                            |

## Town of MORRISTOWN Local Emergency Management Plan

| Position                                   | Name                   | Phone numbers - indicate Mobile, Home, Work |              |      | E-mail                                                                   |
|--------------------------------------------|------------------------|---------------------------------------------|--------------|------|--------------------------------------------------------------------------|
|                                            |                        | Cell                                        | Work         | Home |                                                                          |
| Municipal Government Contacts              |                        |                                             |              |      |                                                                          |
| Town Manager                               | Brent Raymond          | 802-730-9496                                | 802-888-5147 |      | <a href="mailto:intern@morristownvt.gov">intern@morristownvt.gov</a>     |
| Select Board Chair                         | Don McDowell           | 802-371-8748                                |              |      | <a href="mailto:dmcowell@morristownvt.gov">dmcowell@morristownvt.gov</a> |
| Select Board Vice Chair                    | Chris Palermo          | 802-498-3836                                |              |      | <a href="mailto:cpalermo@morristownvt.gov">cpalermo@morristownvt.gov</a> |
| Select Board                               | Laura Streets          | 802-279-1783                                |              |      | <a href="mailto:lstreets@morristownvt.gov">lstreets@morristownvt.gov</a> |
| Select Board                               | Richard Craig          | 802-345-5436                                |              |      | <a href="mailto:rcraig@morristownvt.gov">rcraig@morristownvt.gov</a>     |
| Select Board                               | George Cormier         | 802-881-6055                                |              |      | <a href="mailto:gcormier@morristownvt.gov">gcormier@morristownvt.gov</a> |
| Town Clerk & Treasurer                     | Sara Haskins           | 802-793-8933                                | 802-888-6370 |      | <a href="mailto:shaskins@morristownvt.gov">shaskins@morristownvt.gov</a> |
| Town Finance Officer                       | Tina Sweet             | 802-498-4641                                | 802-888-6378 |      | <a href="mailto:tsweet@morristownvt.gov">tsweet@morristownvt.gov</a>     |
| Town Health Officer                        | Todd Thomas            | 802-324-9825                                | 802-888-6373 |      | <a href="mailto:tthomas@morristownvt.gov">tthomas@morristownvt.gov</a>   |
| Forest Fire Warden                         | Dennis Digregorio      | 802-730-3575                                |              |      | <a href="mailto:captdenny14k@comcast.net">captdenny14k@comcast.net</a>   |
| Animal Control Officer                     | Morristown Police Dept | 802-888-4211                                |              |      |                                                                          |
| School Contact #1 (HS Principal)           | Phil Grant             |                                             | 802-888-4600 |      |                                                                          |
| School Contact #2 (ML Principal)           | Matthew Young          |                                             | 802-888-1401 |      |                                                                          |
| School District Office (Superintendent)    | Ryan Heraty            |                                             | 802-888-4541 |      |                                                                          |
|                                            |                        |                                             |              |      |                                                                          |
| Local Contacts                             |                        |                                             |              |      |                                                                          |
| Red Cross                                  |                        | 800-660-9130                                |              |      |                                                                          |
| VT211                                      |                        | 211                                         | 802-652-4636 |      |                                                                          |
| Gas Utility                                |                        |                                             |              |      |                                                                          |
| Telecom Utility                            |                        |                                             |              |      |                                                                          |
| Mobile Telecom Utility                     |                        |                                             |              |      |                                                                          |
| Utility - other                            |                        |                                             |              |      |                                                                          |
| Primary Shelter Contact (HS Principal)     | Phil Grant             | 802-888-4600                                |              |      |                                                                          |
| Primary Shelter Alt Contact (ML Principal) | Matthew Young          | 802-888-1401                                |              |      |                                                                          |
| Alt. Shelter Contact (VTARNG)              |                        |                                             | 802-888-4446 |      |                                                                          |

## Town of MORRISTOWN Local Emergency Management Plan

| Position                         | Name                            | Phone numbers - indicate Mobile, Home, Work |              |      | E-mail |
|----------------------------------|---------------------------------|---------------------------------------------|--------------|------|--------|
|                                  |                                 | Cell                                        | Work         | Home |        |
| Hospital                         | Copley Hospital                 |                                             | 802-888-8888 |      |        |
| Health Center/Clinic             | Lamoille Health Family Medicine |                                             | 802-888-5639 |      |        |
| Health Center/Clinic             | Tamarack Family Medicine        |                                             | 802-851-0999 |      |        |
| Mental Health Services           | Lamoille County Mental Health   |                                             | 802-888-5026 |      |        |
| Home Health & Hospice            | Lamoille Home Health            |                                             | 802-888-4651 |      |        |
| Nursing Home                     | The Manor                       |                                             | 802-888-8700 |      |        |
| Nursing Home                     | Copley House                    |                                             | 802-888-7323 |      |        |
| Independent Senior Living        | Copley Terrace                  |                                             | 802-888-7896 |      |        |
| Child Care                       | Green Mountain Kids             |                                             | 802-888-0869 |      |        |
| Child Care                       | Club House Kids/MASP            |                                             | 802-888-5439 |      |        |
| Private School                   | Bishop Marshall                 |                                             | 802-888-4758 |      |        |
| Private School                   | Mountain River School           |                                             | 802-888-2244 |      |        |
| Mobile Home Park                 | Pine Crest Trailer Park         |                                             |              |      |        |
| Local Community Service Org      |                                 |                                             |              |      |        |
| Local Community Service Org      |                                 |                                             |              |      |        |
| Snowmobile Club                  | Snow Packers of L.C.            |                                             | 802-730-9289 |      |        |
| Town Bank Contact                |                                 |                                             |              |      |        |
| Heating Oil - Contracted         | Bourne's Energy                 |                                             | 800-326-8763 |      |        |
| Propane - Contracted             | Fred's Energy                   |                                             | 802-888-3827 |      |        |
| 24 Hour Fuel                     | Maplefields                     |                                             | 802-888-5986 |      |        |
| Vehicle Fuel Supply - Contracted | Stowe Road Irving               |                                             | 802-888-7992 |      |        |
| Predesignated Contractor         | Gerry Audy                      |                                             | 802-888-3059 |      |        |
| Local Contractor                 |                                 |                                             |              |      |        |
| Local Building Supply            | RK Miles                        |                                             | 802-888-4501 |      |        |

## Town of MORRISTOWN Local Emergency Management Plan

| Position                                 | Name                        | Phone numbers - indicate Mobile, Home, Work |                             |              | E-mail |
|------------------------------------------|-----------------------------|---------------------------------------------|-----------------------------|--------------|--------|
|                                          |                             | Cell                                        | Work                        | Home         |        |
| Equipment Rental Center & Culverts       | Johnson Farm & Hardware     |                                             | 802-635-7282                |              |        |
| Heavy Equipment Rental                   | Pete's Repair & Rental      |                                             | 802-888-5138                |              |        |
| Local Food Vendor or Prep                |                             |                                             |                             |              |        |
| Local Food Vendor or Prep                |                             |                                             |                             |              |        |
| Outdoor Club/Scout Troop                 |                             |                                             |                             |              |        |
| Animal Shelter / Kennel                  | North Country Animal League |                                             | 802-888-5065                |              |        |
|                                          |                             |                                             |                             |              |        |
| <b>Adjacent Municipalities</b>           |                             |                                             |                             |              |        |
| Town 1 EMD - Stowe                       | Donald Hull                 |                                             | 802-253-7126                |              |        |
| Town 1 Select Board Chair                | Lisa Hagerty                | 508-560-3523                                | 802-253-7350                |              |        |
| Town 2 EMD - Johnson                     | Eric Osgood                 | 802-793-8491                                | 802-635-2611                |              |        |
| Town 2 Select Board Chair                | Beth Foy                    |                                             | 802-635-2611                |              |        |
| Town 3 EMO - Hyde Park                   | Roland Boivin               | 802-279-7129                                | 802-888-2300                |              |        |
| Town 3 Select Board Chair                | Susan Bartlett              | 802-888-5591                                | 802-888-2300                |              |        |
| Town 4 EMD - Wolcott                     | Steve Prine                 | 802-522-7823                                | 802-888-2746                |              |        |
| Town 4 Select Board Chair                | Linda Martin                |                                             | 802-888-2746                |              |        |
| Town 5 EMD - Elmore                      | Michele Lacasse             |                                             | 802-888-2637                | 802-888-5485 |        |
| Town 5 Select Board Chair                | Caroline Devore             |                                             | 802-888-2637                |              |        |
| <b>STATE/FEDERAL Partners</b>            |                             |                                             |                             |              |        |
| State Emergency Operations Center (SEOC) |                             | 800-347-0488                                |                             |              |        |
| VTrans District 6                        | Kevin Gadapee               | 802-461-8764                                | 802-828-7260<br>Main Office |              |        |
| Vermont Dept of Health                   |                             | 802-863-7200                                |                             |              |        |
| State HazMat                             |                             | 800-641-5005                                |                             |              |        |
| VT DPS Fire Safety Office                |                             | 802-479-7561                                |                             |              |        |
| ANR River Engineer                       |                             |                                             |                             |              |        |

Enclosure 1 (Contact Information)  
 Town of MORRISTOWN Local Emergency Management Plan

June 1<sup>st</sup>, 2024

| Position                              | Name       | Phone numbers - indicate Mobile, Home, Work |              |      | E-mail |
|---------------------------------------|------------|---------------------------------------------|--------------|------|--------|
|                                       |            | Cell                                        | Work         | Home |        |
| ANR Floodplain Manager                |            |                                             |              |      |        |
| ANR Dam Engineer                      |            |                                             |              |      |        |
| Lamoille Regional Planning Commission | Alec Jones | 802-730-9999                                | 802-888-4548 |      |        |
| Railroad Contact                      |            |                                             |              |      |        |
| U.S. Coast Guard                      |            |                                             |              |      |        |
| U.S. Forest Service                   |            |                                             |              |      |        |
| Other Agency                          |            |                                             |              |      |        |

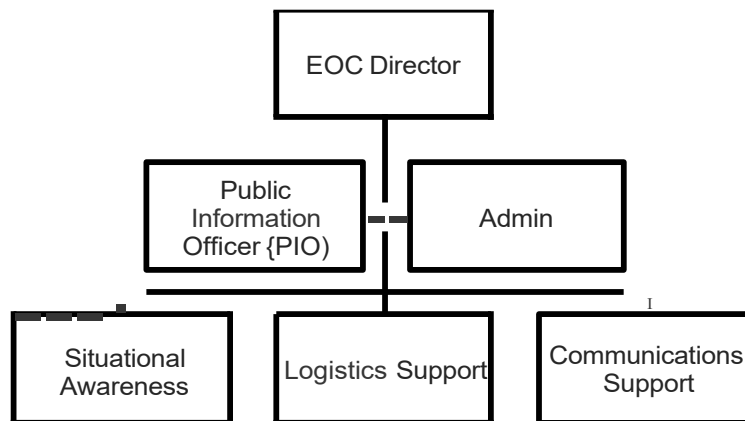
1. Concept. The Emergency Operations Center (EOC) is an organization that coordinates information, support, and response across the municipality for Incident Commanders and government officials. Its main functions are to maintain situational awareness for municipal leaders, coordinate resource and information requests, and provide public information.

1.1. In some cases, the EOC coordinates support for one or more ICs (for example, during an ice storm the Road Foreman may be clearing roads while the Fire Chief is fighting a fire). In that case, the EOC may request information and provide or prioritize resources, but the EOC should never direct tactical operations.

1.2. In some cases, typically during recovery or long-running, low threat incidents like pandemics or extended power outages, the EOC Director may be the Incident Commander for town-wide efforts. In that case, the EOC acts as the municipal Incident Command Post (ICP) and may direct tactical operations.

## 2. EOC Organizational Structure.

2.1. This is the preferred operating structure for MUNICIPALITY.



2.2. These are the functions of the positions within the preferred operating structure above. Depending on the specific emergency and staff available, positions and functions may be combined or subdivided.

| Position                   | Job Description                                                                                                                                                                                                      |
|----------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| EOC Director               | - Supervises and directs all EOC activities coordinating municipal support and response                                                                                                                              |
| Public Information Officer | - Coordinates all messaging with Incident Commander(s)<br>- Produces and posts public information and press releases<br>- Monitors public media for useful information and to correct inaccurate reports             |
| Admin                      | - Maintains operations log<br>- Supports incident commanders in documenting expenses for reimbursement                                                                                                               |
| Situational Awareness      | - Updates status board and map<br>- Tracks and answers any Requests For Information (RFI) from Incident Commander(s) and town officials                                                                              |
| Logistics Support          | - Tracks and coordinates fulfillment of any Requests For Support (RFS) from Incident Commander(s)<br>- Provides resources for the EOC itself (e.g. coffee, food, sleeping areas, batteries, fuel for generator, ...) |
| Communications Support     | - Staffs phones and radio                                                                                                                                                                                            |

### 3. Potential EOC Staff

#### 3.1. Town Employees/ Officials.

- Jason Luneau, Police Chief/ EMO - EOC Director
- Sara Haskins, Town Clerk & Treasurer - Awareness, Communications
- Tina Sweet, Finance Director - Finance
- Judi Alberi, Executive Assistant to Town Manager - Admin, Logistics, Awareness
- Todd Thomas, Zoning Administrator - Logistics, Awareness
- Abbie Griggs, Listing Coordinator - Communications
- Don McDowell, Select Board Chair - Awareness, PIO
- Mitzi Fleming, Asst Town Clerk - Awareness
- Elizabeth Chase, Administrative Clerk - Communications

#### 4. Primary EOC Facility.

1. Title and E911 Address: Morristown Police Department – 121 Lower Main Street  
Morristown, VT
2. Phone Number(s): 802-888-4211 (public)
3. Mobile service available/ provider: AT&T - good, Verizon - good
4. EOC risk factors: Limited Parking in the lot
5. Facility Contact: Chief of Police Jason Luneau or Andrew Glover Desk
6. Access: Controlled access.
7. Internet: Wireless access available. Password provided on site.
8. Available equipment:
  - Multifunction printer/scanner/copier
  - Base radio for highway/police/fire/rescue
9. Equipment needed (and where it is/ who has it)
  - To be determined as needed
10. Backup power/ instructions: Generator
11. Layout: Dispatch area and conference room.

5. Alternate EOC Facility.

1. Title and E911 Address: Town Administration 61 Portland Street, Morristown, VT
2. Phone Number(s): 802-888-5147 (public)
3. Mobile service available/ multiple providers: AT&T - good, Verizon - good
4. EOC risk factors: Minimal
5. Facility Contact: Brent Raymond Town Manager
6. Access: Keys will be distributed as needed.
7. Internet: Wifi available
8. Available Equipment:
  - Computers
  - Copy Machine
  - Base Radio
9. Equipment needed (and where it is/ who has it):
  - Laptop from town office/ Town Administrator's office
10. Backup power/ instructions No back up power.
11. Layout: Conference room

## Town/City of MUNICIPALITY Local Emergency Management Plan

1. Concept. The Emergency Operations Center (EOC) can coordinate resource support for Incident Commander(s). The municipality should **use municipal resources, mutual aid agreements, and local purchases first** to get resources for response as needed and available. The State Emergency Operations Center (SEOC, 800-347-0488) will help coordinate any state support teams or other external resources that local responders may need.

1.1. State support that is usually at no cost to the municipality:

- Vermont Hazardous Material (HAZMAT) Response Team (VHMRT)
- Vermont Urban Search and Rescue (USAR, VT-TF1)
- Vermont State Police and Special Teams
- Community Emergency Response Teams (CERTs)
- Swift Water Rescue Teams
- Regional Shelter Support
- State government agency expertise / services
- Federal response agency expertise

1.2. State supports the municipality will normally eventually have to pay for:

- Supplies and equipment (including sandbags)
- VTrans Equipment and Personnel
- Vermont National Guard Support

1.3. The state may be able to provide resources at no expense, and in major disasters there may be state and federal funds available to help defray expenses, but **normally municipalities are responsible for paying for emergency response costs**. When requesting resources through the SEOC, the SEOC will ask if local resources have been exhausted; if so, the SEOC will help find sources from which the municipality can buy or contract for supplies or the SEOC may coordinate supplies and other resources for the municipality if the timing and cost is acceptable.

2. Emergency Purchasing.

2.1. Authority. Town Manager has authority for purchases.

2.2. Processes. The town credit card is kept in the Finance Department. All purchases will be recorded with receipts and submitted to the Finance office using standard protocols.

Town/City of MUNICIPALITY Local Emergency Management Plan

3. Businesses with Standing Municipal Contracts.

Currently, there are no standing contracts for service.

4. Other Local Resources:

## Town/City of MUNICIPALITY Local Emergency Management Plan

## 5. National Incident Management System (NIMS) Typed Resources.

| Type                                                    | I   | II  | III | IV  | Other | Type                                               | I   | II  | III | IV  | Other |
|---------------------------------------------------------|-----|-----|-----|-----|-------|----------------------------------------------------|-----|-----|-----|-----|-------|
| Critical Incident Stress Management Team                | N/A | N/A | N/A | N/A |       | Hydraulic Excavator, Large Mass Excavation         | N/A | N/A | N/A | N/A |       |
| Mobile Communications Center                            | N/A | N/A | N/A | N/A |       | Hydraulic Excavator, Medium Mass Excavation        |     | 1   |     |     |       |
| Mobile Communications Unit                              | N/A | N/A | N/A | N/A |       | Hydraulic Excavator, Compact                       | 1   |     |     |     |       |
| All-Terrain Vehicles                                    | N/A | N/A | N/A | N/A |       | Road Sweeper                                       |     |     | 1   |     |       |
| Marine Vessels                                          | N/A | N/A | N/A | N/A |       | Snow Blower, Loader Mounted                        | N/A | N/A | N/A | N/A |       |
| Snowmobile                                              |     |     | 2   |     |       | Track Dozer                                        | N/A | N/A | N/A | N/A |       |
| Public Safety Dive Team                                 | N/A | N/A | N/A | N/A |       | Track Loader                                       | N/A | N/A | N/A | N/A |       |
| SWAT/Tactical Team                                      | N/A | N/A | N/A | N/A |       | Trailer, Equipment Tag-Trailer                     |     | 1   |     |     |       |
| Firefighting Brush Patrol Engine                        | N/A | N/A | N/A | N/A |       | Trailer, Dump                                      | N/A | N/A | N/A | N/A |       |
| Fire Engine (Pumper)                                    |     | 2   |     |     |       | Trailer, Small Equipment                           | N/A | N/A | N/A | N/A |       |
| Firefighting Crew Transport                             | N/A | N/A | N/A | N/A |       | Truck, On-Road Dump                                |     | 3   | 7   | 2   |       |
| Aerial Apparatus, Fire                                  |     | 1   |     |     |       | Truck, Plow                                        | N/A | N/A | N/A | N/A |       |
| Foam Tender                                             | N/A | N/A | N/A | N/A |       | Truck, Sewer Flusher                               | N/A | N/A | N/A | N/A |       |
| Hand Crew                                               |     |     |     |     |       | Truck, Tractor Trailer                             | N/A | N/A | N/A | N/A |       |
| HAZMAT Entry Team                                       | N/A | N/A | N/A | N/A |       | Water Pumps, De-Watering                           | N/A | N/A | N/A | N/A |       |
| Engine Strike Team                                      | N/A | N/A | N/A | N/A |       | Water Pumps, Drinking Water Supply - Auxilia™ Pumo | N/A | N/A | N/A | N/A |       |
| Water Tender (Tanker)                                   |     | 2   |     |     |       | Water Pump, Water Distribution                     | N/A | N/A | N/A | N/A |       |
| Fire Boat                                               | N/A | N/A | N/A | N/A |       | Water Pump, Wastewater                             | N/A | N/A | N/A | N/A |       |
| Aerial Lift - Articulating Boom                         | N/A | N/A | N/A | N/A |       | Water Truck                                        | 1   |     |     |     |       |
| Aerial Lift - Self Propelled, Scissor, Rough Terrain    | N/A | N/A | N/A | N/A |       | Wheel Dozer                                        | N/A | N/A | N/A | N/A |       |
| Aerial Lift- Telescopic Boam                            | N/A | N/A | N/A | N/A |       | Wheel Loader Backhoe                               |     | 1   |     |     |       |
| Aerial Lift - Truck Mounted                             | N/A | N/A | N/A | N/A |       | Wheel Loader, Large                                | N/A | N/A | N/A | N/A |       |
| Air Compressor                                          | N/A | N/A | N/A | N/A |       | Wheel Loader, Medium                               |     |     |     | 2   |       |
| Concrete Cutter/Multi-Processor for Hydraulic Excavator | N/A | N/A | N/A | N/A |       | Wheel Loader, Small                                | 1   |     |     |     |       |
| Electronic Boards, Arrow                                | N/A | N/A | N/A | N/A |       | Wheel Loader, Skid Steer                           |     |     | 1   |     |       |
| Electronic Boards, Variable Message Signs               | N/A | N/A | N/A | N/A |       | Wheel Loader, Telescopic Handler                   | N/A | N/A | N/A | N/A |       |
| Floodlights                                             | N/A | N/A | N/A | N/A |       | Wood Chipper                                       | 1   |     |     |     |       |
| Generator                                               | N/A | N/A | N/A | N/A |       | Wood Tub Grinder                                   | N/A | N/A | N/A | N/A |       |
| Grader                                                  |     | 2   |     |     |       |                                                    |     |     |     |     |       |

Information about the **NIMS** Typed resources can be found at: <https://rtit.preptoolkit.org>

\*Additional resource information is available on the FEMA Reimbursable Equipment List: <https://www.fema.gov/assistance/public/schedule-equipment-rates>

1. Concept. During any significant emergency, the Emergency Operations Center (EOC) and Incident Command Posts (ICPs) will coordinate and manage public information, both by producing accurate, timely reports and by tracking what is publicly reported to minimize confusion and help ensure a positive public response.

2. Public Information Officer (PIO) Coordination.

2.1. The EOC Director normally appoints a municipal PIO, though they may keep those responsibilities. Incident Commanders normally appoint an incident PIO or act as the PIO for their incidents. The municipal PIO may provide PIO support for one or more Incident Commanders, as requested. The Select Board representative at the EOC usually serves as the municipal PIO.

2.2. If there is more than one PIO, **each PIO must only release information within their area of responsibility**, that the appropriate Incident Commander has approved, and all PIOs must coordinate their messages to make sure they are not in conflict. Coordinating information is one of the most important functions of a municipal PIO and the EOC. For example, if there is an ice storm and major fire, there may be a municipal PIO and a fire PIO. The municipal PIO may release information about general town issues and road clearance statuses on behalf of the Highway Superintendent (road clearance Incident Commander), but not the fire. The fire PIO may release information about the fire scene, but not general town issues or road statuses. Both PIOs should coordinate information releases and share any information they receive.

3. Releasing Public Information.

3.1. Emergency Notifications. The VT-Alert notification system can send phone messages to all landlines in an area, and phone calls, text messages, and emails to people who have registered for them. To send a notification, pass the message and target area to the State Emergency Operations Center (800-347-0488).

3.2. Current Information. The PIO will post all official municipal emergency news to the town web site/Facebook page/email list as soon as possible. The main town web site/Facebook page should only contain current, accurate information - the PIO will remove or archive old or erroneous information.

3.3. Press Releases. The PIO will publish press releases as required. In addition to posting them to the town website, if there are power or connectivity issues, the PIO will make paper copies to post or distribute at key locations around town.

3.4. Media Inquiries and Interviews. The PIO will answer any media inquiries and coordinate, if not give, any media interviews.

3.5. Media Corrections. When possible, the PIO will correct inaccurate information in news and social media by ensuring the town web site has the correct information, and then as soon as possible notifying the inaccurate source (e.g. by posting a comment, calling, sending an e-mail, etc. along with a link to the town website).

#### 4. Monitoring Public Information.

4.1. Public Media. The PIO will monitor regular news broadcasts from WCAX TV and WLVB radio and will review the daily print issue and website for the News & Citizen and Burlington Free Press.

4.2. Social Media. The PIO will monitor the VEM Facebook page for state emergency news, and will also monitor these locally active social media sites:

- Front Porch Forum
- Contact reports on Town website <https://morristownvt.org/>

5. Vermont 2-1-1. To coordinate for Vermont 2-1-1 to give out information during a local or regional emergency, call 2-1-1 directly and pass on the critical information. 2-1-1 will pass that information on to any residents who call.

5.1. United Ways of Vermont operates the Vermont 2-1-1 system. The system provides information and referral services to the people of Vermont in cooperation with a large number of state and local government and community-based entities. 2-1-1 collects and maintains a database of local resource information and is available to take calls from the general public to inform and instruct them in relation to emergency events, and to refer them to the appropriate response and recovery resource, if necessary.

5.2. In a major state emergency, the State Emergency Operations Center will coordinate with 2-1-1 to provide and collect general information and will also coordinate directly with affected governments to pass along key local information, both to and from 2-1-1, depending on the emergency.

**5.3. 2-1-1 is always available (24-7-365) to provide general information and referral services** - it is not just for emergencies. Individuals contact 2-1-1 by dialing 211 from a phone within Vermont, calling 1-866-652-4636 (toll free within Vermont), or (802) 652-4636 (from outside of Vermont). While 211 is the preferred number, the other numbers are useful if there are emergency issues with phone exchanges or when using a mobile phone that is reaching a tower outside of Vermont.

1. Concept. During a long duration emergency, the Emergency Operations Center (EOC) may need to monitor the needs of and coordinate support for vulnerable populations. The EOC will determine whether vulnerable populations may be at risk, identify individual needs, and monitor their status until normal services are restored. In many cases support for vulnerable populations may be reason to open or continue an EOC, even after initial response operations have ended.

2. Risk Determination. An Incident Commander determines whether vulnerable populations may be at risk based on the emergency and its potential impact on local residents. For example, closed and damaged roads may prevent people from getting food and medicines, and home medical equipment may not work during power outages, but even major flooding that only affects a limited area may not present any significant problems to vulnerable residents.

### 3. Identification.

3.1. The EOC will create an At-Risk List of facilities and/or organizations that care for people who may have special issues based on the emergency. The EOC will contact the organizations and request that they contact their clients and, if necessary, notify the EOC of any people who are having issues. Any residents the EOC staff or other responders personally know may need a welfare check (e.g. relatives and friends) should also go on the list, as well as anyone that may call into the EOC.

3.2. Due to confidentiality restrictions, social service and medical organizations usually cannot provide towns with lists of people they serve. However, they can contact their clients and get permission to share information during an emergency, and they can request welfare checks if they cannot get in touch with a client.

### 4. Contact and Monitoring.

4.1. The EOC will contact organizations, facilities, and individuals on the At-Risk List to determine if they need help soon, if they will need help if the situation continues for a given period (e.g. 48-72 hours), or if they are unaffected.

4.1.1. Phone calls are the best means of contacting people.

4.1.2. The EOC may designate a person, team, or group (e.g. the Fire Company or spontaneous volunteers) to go to residences to check on people.

4.1.3. In a long-duration emergency, the EOC may need to contact people on the At-Risk List every day or two.

4.2. The EOC will coordinate support for anyone on the At-Risk List who needs help as required and as resources allow. The EOC should continue to monitor people on the At-Risk List until everyone on the list is in a stable situation with normal services again.

5. Organizations and Facilities that Serve Vulnerable Populations. The following organizations routinely work with people who may have short or long term special needs;

- The Manor Nursing Home and Rehab Center- Provides Level I & II (assisted living) care.
- Morristown Emergency Medical Service - Provides 911 response and is capable of doing long distance facility-to-facility transport.
- Copley House - Community care home for physically and mentally challenged. Approximately 20 beds.
- Morrisville Water & Light Dept - Maintains a list of residents with life-saving medical devices at home.
- Lamoille Home Health - Provides at-home nurse visits for the elderly and post-surgical recovery.
- Lamoille County Mental Health - Provides mental health services throughout the Lamoille County region.
- Copley Hospital - Regional critical care facility. 25 beds

1. Concept. During some emergencies, the Emergency Operations Center (EOC) will monitor or coordinate support for residents who are displaced due to property or infrastructure damage.

2. Spontaneous Sheltering. If there is no local shelter available:

- Determine the approximate number of people who need sheltering.
- Call the State EOC / Watch Officer at 800-347-0488 and request support.
- Track the status of residents who need shelter until their situation stabilizes.

2.1. Temporary Lodging. When small numbers of people are displaced by disasters, the American Red Cross (ARC) and Vermont Agency of Human Services, Economic Services Division (ESD) can provide temporary lodging in hotels or motels.

2.2. Regional Shelters. In major emergencies, the state will work with the American Red Cross to open regional overnight shelters for large numbers of displaced people.

3. Daytime Shelters

3.1. Peoples Academy High School - Gymnasium (Showers, Cafeteria, Warming/Cooling)

- 202 Copley Ave
- Phil Grant: Principal
- Phone: 802-888-4600
- Staff Required: 2
- Capacity: 75
- Generator: No
- Pets: No

3.2. Cooling/Warming Only Shelters - Morristown Centennial Library (During normal hours of operation)

- 7 Richmond St.
- Kendra Aber-Ferri - Business Manager
- Phone: 802-888-3853
- Staff Required: As Scheduled
- Capacity: 30
- Generator: No
- Pets: No

#### 4. Overnight Shelters.

4.1 Currently, there are no identified overnight sheltering facilities.



## SELECTBOARD MEMORANDUM

**To:** Selectboard  
**From:** Judi Alberi, Executive Assistant  
**Date:** July 1, 2024  
**Subject:** Approve Coin Drop for Lamoille Area Cancer Network August 3rd

---

**Background:**

Tracy Patnoe is requesting permission to have a Coin Drop to raise money for Lamoille Area Cancer Network on August 3rd. This will be the fourth year that the coin drop has been done. The coin drop will be from 9am - 1pm in front of Demars Properties - 275 Brooklyn Street, Morrisville.

**Attachments:**

None

## LCPC Committees and Boards

Brent Raymond <braymond@morristownvt.gov>

Fri 6/21/2024 8:10 AM

To: Judith Alberi <jalberi@morristownvt.gov>

Cc: Don McDowell <dmcowell@morristownvt.gov>

Dear Judi,

I hope this message finds you well.

I am writing to express my interest in serving as a Municipal Representative for the following committees:

1. **Lamoille County LVRT Regional Committee**
2. **Lamoille County Planning Commission Brownfields Committee**

I believe my background and commitment to community development align well with the goals and responsibilities of these committees. I am enthusiastic about the opportunity to contribute to the planning and development efforts that enhance our region's infrastructure and environmental sustainability.

I look forward to discussing my application further and understanding how I can support the important work these committees undertake.

Thank you for considering my application. I am eager to contribute to our community's growth and development through these roles.

Best regards,

Brent

Brent Raymond, PMP

Town Manager

**Town of Morristown, VT**

43 Portland Street | PO Box 748 | Morrisville, VT 05661

Work: 802-888-5147

[Braymond@morristownvt.gov](mailto:Braymond@morristownvt.gov)

[www.morristownvt.gov](http://www.morristownvt.gov)

**Confirmation of Municipal Appointment to  
Lamoille County Planning Commission Brownfields Committee**

The Selectboard/Trustees of the Town/Village of MORRISTOWN hereby appoints the following individual(s) to serve as Municipal Representative(s) representing this municipality on the Lamoille County Planning Commission's Brownfields Committee.

The Appointments are effective: \_\_\_\_\_

Committee Appointee Name: BRENT RAYMOND

Mailing Address: 43 BRATLAND ST, P.O. BOX 748, MORRISTOWN, VT 05661

Telephone: 802-888-5147

Email Address: braymond@morristownvt.gov

\* Alternate Committee Appointee Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Selectboard/Trustee member signature \_\_\_\_\_ Date \_\_\_\_\_

Selectboard/Trustee member signature \_\_\_\_\_ Date \_\_\_\_\_

Selectboard/Trustee member signature \_\_\_\_\_ Date \_\_\_\_\_

Selectboard/Trustee member signature \_\_\_\_\_ Date \_\_\_\_\_

Selectboard/Trustee member signature \_\_\_\_\_ Date \_\_\_\_\_

# Municipal Clerk: \_\_\_\_\_ Date \_\_\_\_\_

\* All member municipalities appoint up to one voting representative. An alternate may also be appointed.

# Selectboard/Trustee meeting minutes may be substituted for signatures. If the minutes are draft, the Clerk must sign to attest to the appointment.



## Lamoille County Planning Commission

PO Box 1637  
52 Portland Street, Second Floor  
Morrisville, Vermont 05661  
[www.lcpcvt.org](http://www.lcpcvt.org)

(802) 888-4548 • e-mail: [lcpc@lcpcvt.org](mailto:lcpc@lcpcvt.org) • fax: (802) 888-6938

### **Lamoille County LVRT Regional Committee** **FY 2025 Municipal Representative Designation**

The Municipality of Morristown is designating one (1) primary representative and up to two (2) alternates to participate in the Lamoille County LVRT Regional Committee. Each Municipality gets one (1) voting seat per meeting, which may be filled by a primary or alternate designee.

Please note: Representatives are NOT required to be a municipal staff or official. Municipal Designees may be anyone who lives in the municipality being represented. This Committee will usually meet at least 6 times per year on the third Tuesday of the month, from 10:30am-11:30am via video/phone conference and/or LCPC's office when in person meetings are appropriate.

Municipalities should designate a representative who is willing and able to regularly participate in Committee meetings, and frequently share information between their municipal officials, staff, and the Committee. The following municipal appointments are valid for (check one)

   1 year         2 years      X 3 years.

Primary Representative: Brent Raymond  
Phone: 802 888- 3147  
Email: braymond@morristownvt.gov

Alternate Representative #1: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Email: \_\_\_\_\_

Alternate Representative #2: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Email: \_\_\_\_\_

Selectboard Chair (or Manager/Administrator Signature): \_\_\_\_\_

Printed Name and Title: Don McDowell SB Chair

Date: July 1, 2024

Please return this form by email ([victoria@lcpcvt.org](mailto:victoria@lcpcvt.org)) or by US Mail to Lamoille County Planning Commission, Attn: Victoria Hellwig, PO Box 1637, Morrisville, VT 05661 -- Direct questions to Victoria at 802-888-4548 or 802-851-6342







# Supporting Clean Water at Jersey Heights

## Morristown Public Meeting, June 11, 2024

Terry Purcell (he/him)  
Stormwater Program Operational Section Supervisor  
Watershed Management Division, DEC  
[terry.purcell@vermont.gov](mailto:terry.purcell@vermont.gov); 802-490-6166

Gianna Petito (she/her)  
Clean Water Initiative Program Grants Supervisor  
Water Investment Division, DEC  
[gianna.petito@vermont.gov](mailto:gianna.petito@vermont.gov); 802-636-7547

Madeline Russell (she/her)  
3-Acre Stormwater Project Developer  
Water Investment Division, DEC  
[madeline.russell@vermont.gov](mailto:madeline.russell@vermont.gov); 802-261-5739



# Agenda

- Introductions
- What is Stormwater?
- Act 64 "Clean Water Act"
- How do I know if I'm a 3-acre site and what is required?
- What is the ARPA "P3" program?
- Status of Morristown's ARPA P3 Award



# What is Stormwater?

- **Cause:**
  - Precipitation runs off impervious surfaces
- **Impact:**
  - Nutrients including phosphorus, and sediment, metals, petroleum-based hydrocarbons, and related stormwater pollutants
  - Increased runoff volumes over undeveloped conditions
- **Result:**
  - Negatively impacts plants and animals
  - Ability to use waters for recreation and water supply

# Why Manage It?

- Best Management Practices (BMPs)
  - Tailored to your site
- Maintain/restore the water quality in downstream waters



# Vermont Clean Water Act (Act 64 of 2015) “All-in for Clean Water”

**Act 64:** ANR to update rule and develop general permit for

- Discharges of stormwater from existing impervious surface of 3+ acres in size
- Previously were unpermitted or permitted prior to 2002

## **Stormwater Permitting Rule: “3-acre site” Requirements**

- Rule and General Permit 3-9050, standards and timeline
- Owners of 3-acre sites, including multi-lot developments subject to prior permit, required to get new stormwater permit coverage no later than 2023
- Stormwater treatment practice construction required no later than 5 years from permit authorization, when new treatment is applicable



# How do I know I am a 3-acre site?

- Site with impervious surface of three or more acres that:
  - has never had an operational stormwater permit, or
  - was permitted to standards in place prior to the 2002 Stormwater Management Manual
- Communication from Watershed Management Division
  - Listed on the [3-acre list](#) or otherwise notified

VERMONT DEPARTMENT OF ENVIRONMENTAL CONSERVATION  
AUTHORIZATION TO DISCHARGE UNDER  
GENERAL PERMIT 3-9010

A determination has been made that the applicant:

Town of Morristown  
In Care Of:  
P.O. Box 748  
Morrisville, VT 05661  
(Impervious area: 8.7 acres)

meets the criteria necessary for inclusion under General Permit 3-9010. Hereinafter the named applicant shall be referred to as the permittee. Subject to the conditions of General Permit No. 3-9010, the permittee is authorized to discharge stormwater from Jersey Heights Residential Subdivision located on Jersey Way, Jersey Court, Foss Street Extension and Sterling Court in Morristown, Vermont to Randolph Brook as previously described in General Permit No. 3015-9010:



# What is Required?

- Applicant
  - Landowner(s), including municipality if co-owner, and
  - Owner's association or common entity for multi-lot developments
- Submit Notice of Intent (NOI) for coverage under Stormwater General Permit 3-9050
  - Application fee (3 VSA 2822)
  - Engineering Feasibility Analysis (EFA)
- Construction of identified BMPs within 5-years of permit issuance



# What is the ARPA “P3” Program?

- American Rescue Plan Act (2021)
  - Vermont received roughly \$1B under ARPA
  - Vermont General Assembly allocated \$100M towards clean water including \$36M towards Three-Acre Site stormwater compliance
- **Timeline for funds:**
  - Money must be encumbered into an agreement by **September 2024**
  - Money must be spent, and projects completed by **September 2026**



Act 74 of 2021, Act 185 of 2022



## Available Funding for Three-Acre Sites through CWIP

| Program                                                              | Budget                  |
|----------------------------------------------------------------------|-------------------------|
| Green Schools Initiative                                             | \$ 29,672,045.00        |
| Phase 1 Engineering Services for Manufactured Housing Communities    | \$ 480,656.00           |
| Phase 2 Construction Assistance for Manufactured Housing Communities | \$ 5,684,080.00         |
| Permit Obtainment Assistance                                         | \$ 12,377,627.00        |
| Public-Private Partnerships ("P3s")                                  | \$ 3,079,717.00         |
| <b>Total</b>                                                         | <b>\$ 51,294,125.00</b> |



# Public-Private Partnerships (P3s)



## Public-Private Partnership for Stormwater Management

Final Report – May 2021

SUBMITTED TO:

Jim Pease  
VT Department of Environmental Conservation  
1 Natural Life Drive, One Building – 3rd Floor  
Montpelier, VT 05602-3322  
(802) 465-4118  
jim.pease@vermont.gov

SUBMITTED BY:

Andres Tortosa  
Watershed Consulting Associates, LLC  
228 Flynn Ave Suite 201 PO Box 4413  
Burlington, VT 05408  
(802) 483-3367  
andres@watershedca.com



## Morristown – Jersey Heights Residential Subdivision

### Project Site Background

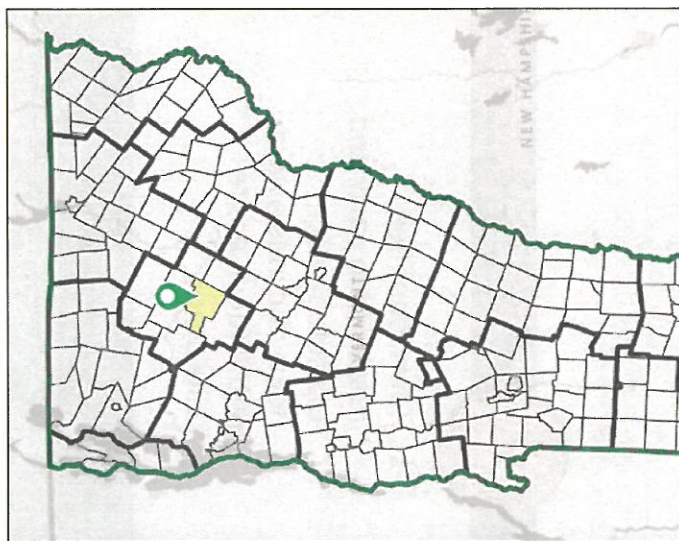
- Lamoille County
- Lake Segment: 9 – Lamoille River
- Receiving Water: Randolph Brook
- Approximate Impervious Surface for Permit Coverage: 9.6 acres
- Existing Stormwater Permit(s): 3015-9010.R

The Jersey Way Subdivision consists of Jersey Way, Jersey Court, Sterling Court, and Foss Street. The roads, single-family homes, and apartments total approximately 9.6 acres of impervious surface (Appendix G7). Stormwater runoff currently drains via grass swale, catch basin, and level spreader to Randolph Brook.

### Partnerships

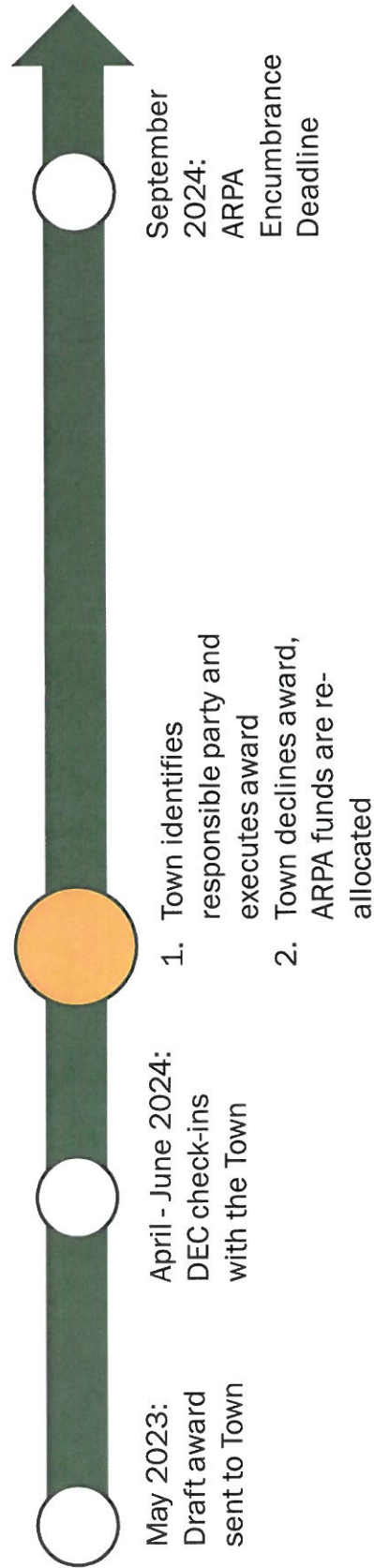
The partnership scenario represented at this site is a collaboration between multiple homeowners and the municipality. See Appendix Q3 for a description of the partnership benefits. The Jersey Heights residential subdivision currently does not have a formal

Homeowner's Association (HOA). In the final landowner meeting, partners agreed that forming an HOA is necessary to move forward with project implementation on common land. Manosh Corporation, a water services company, owns the common land that the proposed project is located on and will need to be contacted to inquire about potential project implementation. See final partner meeting minutes in Appendix H7.



Vermont.

# Morristown P3 Award Current Status



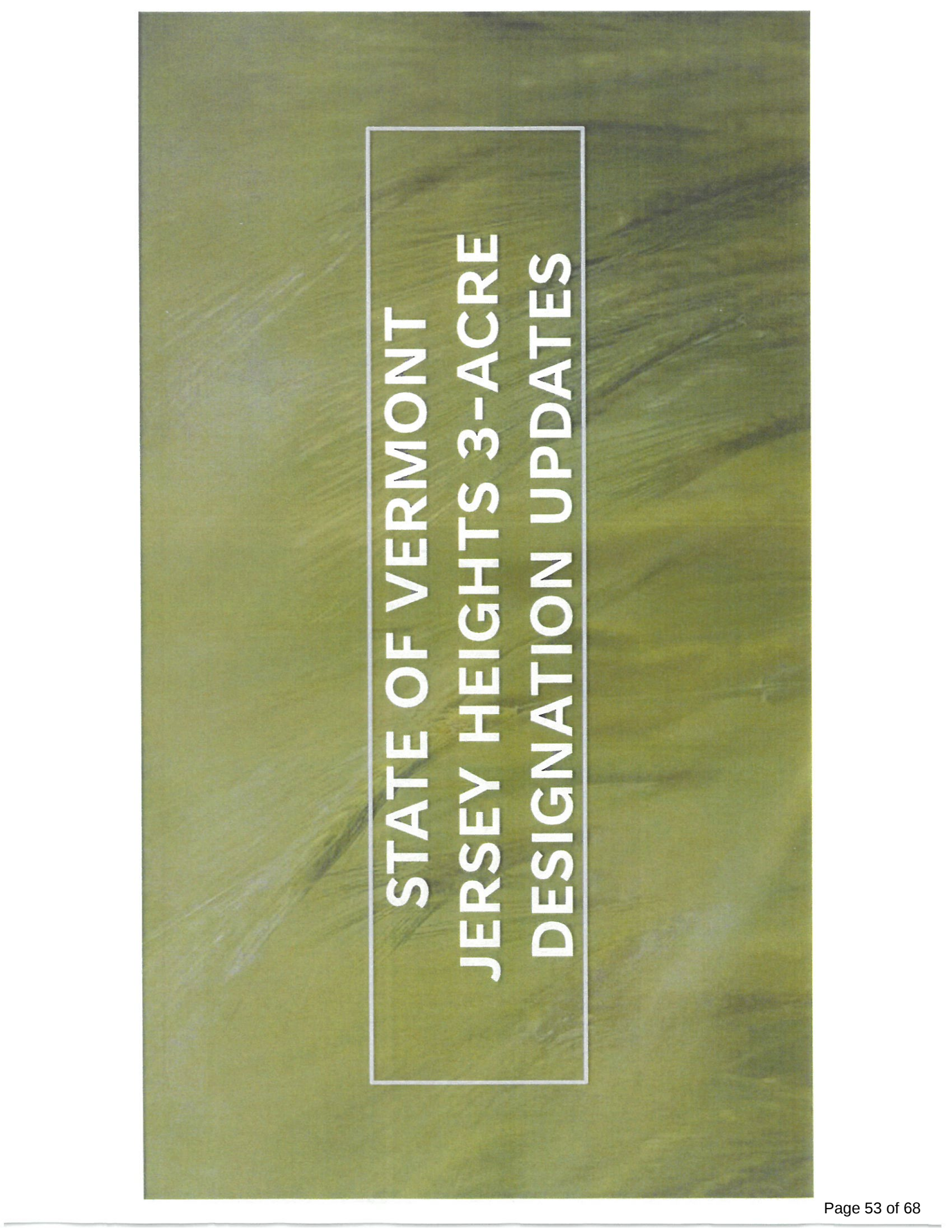
# Resources + Contacts

- Visit the 3-Acre Funding Program Webpage: <https://anr.vermont.gov/special-topics/arpa-vermont/treating-stormwater-runoff>
- More background on Stormwater General Permit 3-9050: <https://dec.vermont.gov/watershed/stormwater/9050>
- About the P3 Pilot: <https://storymaps.arcgis.com/stories/048b7e4984b74132a75a707e7a9d3e56>
- For questions about funding assistance: please email [madeline.russell@vermont.gov](mailto:madeline.russell@vermont.gov)
- For questions about 3-acre regulations: Contact the [DEC Stormwater Program contact](#) for your area



Thank you!





# STATE OF VERMONT JERSEY HEIGHTS 3-ACRE DESIGNATION UPDATES



## AGENDA

What we know

What we don't know

Options

Proposed solution

Amortization schedule estimate

STATE OF VERMONT  
AGENCY OF NATURAL RESOURCES  
DEPARTMENT OF ENVIRONMENTAL CONSERVATION

Page 1 of 3

DISCHARGE PERMIT

File No. 08-07  
Permit No. 1-1050

In compliance with provisions of 10 V.S.A. 1263

TRANSFERRED TO:

Jersey Heights Subdivision  
c/o H.A. Manosh  
RR 1 P.O. Box 690  
Morrisville Vermont 05661

and in accordance with "Terms and Conditions" hereinafter specified, the above named permittee is hereby granted permission to discharge treated stormwater from the roads and buildings of the Jersey Heights Subdivision, located in Morrisville, Vermont, to Randolph Brook.

1. Expiration Date: September 30, 1996 Note: This permit, unless revoked, shall be valid until the designated expiration date despite any intervening change in water quality, effluent, or treatment standards or the classification of the receiving waters. However, any such changed standard or classification shall be applied in determining whether or not to renew the permit pursuant to 10 V.S.A. 1263.  
Re-apply for a discharge permit by March 31, 1996.

2. Revocation: 10 V.S.A. 1267 provides as follows:

"The Secretary may revoke any permit issued by him pursuant to this subchapter if he finds that the permit holder submitted false or inaccurate information in his application or has violated any requirement, restriction, or condition of the permit issued. Revocation shall be effective upon actual notice thereof to the permit holder."

3. Transfer of Permit: This permit is not transferable without prior written approval of the Secretary. The permittee shall notify the Secretary immediately, in writing, of any sale, lease, or other transfer of ownership of the property from which the discharge originates. The permittee shall also inform the new owner or tenant of his responsibility to make application for a permit which shall be issued in his name. Any failure to do so shall be considered a violation of this permit.

4. Receiving Waters: Randolph Brook.

## What we know

"Because the permitted stormwater design, which was designed for the entire subdivision collectively and not individual lots, predates the 2002 Vermont Stormwater Management Manual and authorizes discharges from greater than 3 acres of impervious surface, the subdivision is a regulated 3-acre site that meets the regulatory definition of an "impervious surface of three or more acres." It is the operational stormwater discharge permit issued for the development, the era of that permit (pre-2002), and the acreage of impervious surface (> 3 acres) that make it a 3-acre site."

State of Vermont Agency of Natural Resources

\* Terry Purcell email dated 06/20/2024

## What we know

WHAT CALCULATIONS WERE USED BY ANR TO DESIGNATE JERSEY HEIGHTS AS A 3 ACRE SITE?

"AN ANALYSIS USING LIDAR, GIS, AND PARCEL DATA WAS USED TO DETERMINE 3-ACRE SITES. THE UVM SPATIAL ANALYSIS LABORATORY'S GIS LAYER OF IMPERVIOUS SURFACE WAS USED TO DISTINGUISH IMPERVIOUS AND PERVIOUS AREAS. JERSEY HEIGHTS IS ALSO A REGULATED "IMPERVIOUS SURFACE OF THREE OR MORE ACRES" BECAUSE IT FITS ONE PART OF THAT DEFINITION IN THE STORMWATER PERMITTING RULE AND THE GENERAL PERMIT 3-9050, WHICH IS THE FOLLOWING: "A PROJECT ON A TRACT OR TRACTS OF LAND THAT WAS PREVIOUSLY AUTHORIZED UNDER A STORMWATER PERMIT THAT AUTHORIZED THE DISCHARGE OF STORMWATER FROM THREE OR MORE ACRES OF IMPERVIOUS SURFACE." BECAUSE THE STORMWATER PERMIT FOR JERSEY HEIGHTS WAS ISSUED IN ACCORDANCE WITH STANDARDS THAT DID NOT MEET THE 2002 VERMONT STORMWATER MANAGEMENT MANUAL OR A SUBSEQUENTLY ADOPTED MANUAL, AND AUTHORIZED THE DISCHARGE OF STORMWATER FROM GREATER THAN 3 ACRES OF IMPERVIOUS SURFACE, THE DEVELOPMENT IS A 3-ACRE SITE."

STATE OF VERMONT AGENCY OF NATURAL RESOURCES

\* TERRY PURCELL EMAIL DATED 06/19/2024

## What we know

### HOW DOES ANR DESCRIBE THE CURRENT STATUS OF THE JERSEY HEIGHTS STORMWATER PERMIT?

"OUT OF COMPLIANCE WITH THE GENERAL PERMIT 3-9050 WHICH ESTABLISHED TIMELINES FOR WHEN TO SUBMIT AN APPLICATION FOR "THREE-ACRE SITE" PERMIT COVERAGE. THE TOWN DID SUBMIT AN "INITIAL NO" PERMIT APPLICATION, WHICH REQUIRED ONLY LIMITED PROJECT INFORMATION (NO DESIGN PLANS, RUNOFF CALCULATIONS, ETC.) INCLUDING A DELINEATION OF IMPERVIOUS SURFACES, BUT THAT APPLICATION HAS REMAINED INCOMPLETE. THE FINAL "FULL NOI" APPLICATION HAS NOT BEEN SUBMITTED."

STATE OF VERMONT AGENCY OF NATURAL RESOURCES

\* TERRY PURCELL EMAIL DATED 06/19/2024

IN 2021 MUMLEY ENGINEERING SUBMITTED AN "INITIAL NOTICE OF INTENT" FOR STATE PERMIT 9050 AS A "3-ACRE" SITE WITH ONLY THE TOWN OF MORRISTOWN AS AN APPLICANT. THIS INCLUDED THE BASIC MAP OF ALL IMPERVIOUS SURFACES IN THE SUBDIVISION LIMITS. **THE STATE RESPONDED THAT AN HOA HAD TO CO-SIGN, AND THE APPLICATION WAS PUT ON HOLD UNTIL THAT COULD BE FIGURED OUT.**

SINCE THEN, THE STATE HAS SAID THAT THEY WILL NO LONGER ACCEPT "INITIAL" APPLICATIONS AND SUBMITTAL FOR "FINAL" APPLICATION (WHICH IS TO INCLUDE FULL ENGINEERING DESIGN) WAS REQUIRED TO BE SUBMITTED BY 2023 YEAR END. **FINAL APPLICATION SUBMITTAL IS STILL PENDING BECAUSE OF THE VARIOUS COMPLEXITIES.**

## What we don't know

### WHAT IS THE LIKELIHOOD OF THE STATE ENFORCING AGAINST RESIDENTS AND THE TOWN?

"ALL OWNERS OF IMPERVIOUS SURFACE SUBJECT TO THE REQUIREMENT TO OBTAIN AN OPERATIONAL STORMWATER PERMIT ARE REQUIRED TO HAVE PERMIT COVERAGE AND TO COMPLY WITH THE PERMIT. IN THE EVENT A PROJECT FAILS TO COMPLY WITH REGULATORY REQUIREMENTS THE AGENCY MAY ENFORCE AGAINST ANY AND ALL PERMITTEES OR OWNERS, USING ITS ENFORCEMENT AUTHORITY AS DESCRIBED IN SUBPART 8.1 OF GENERAL PERMIT 3-9050 (SEE BELOW). THE DECISION ON WHOM AGAINST TO ENFORCE, AND WHAT INFORMATION THE AGENCY MAY RELY UPON IN MAKING SUCH A DECISION, IS CASE-SPECIFIC AND WE WILL NOT MAKE ANY STATEMENTS AT THIS TIME COMMITTING TO A FUTURE ENFORCEMENT ACTION. NOTE THERE ARE MANY EXISTING CO-PERMITTEE SITUATIONS INVOLVING STORMWATER PERMITS AND VERY FEW RESULT IN A LEVEL OF NON-COMPLIANCE REQUIRING AN ENFORCEMENT ACTION."

STATE OF VERMONT AGENCY OF NATURAL RESOURCES

\* TERRY PURCELL EMAIL DATED 06/19/2024

## Options

MORRISTOWN RECEIVED AN ARPA P3 DRAFT AWARD STATUS NOTICE IN MAY 2023. THE P3 ARPA AWARD IS SCALED TO SUPPORT ROUGHLY 72% OF PROJECTED CONSTRUCTION COSTS, AND MORRISTOWN'S AWARD VALUE IS CURRENTLY \$316,675 BASED UPON WATERSHED CONSULTING'S 2021 COST ESTIMATE FOR AN INFILTRATION CHAMBER STORMWATER SOLUTION.

### INFILTRATION CHAMBER COST ESTIMATE AS OF 2021:

\$272,900 FOR CONSTRUCTION (INCLUDING 20% CONTINGENCY)  
\$31,000 FOR DESIGN ENGINEERING (THIS IS VERY HIGH)  
\$38,000 FOR BID & CONSTRUCTION ENGINEERING (ALSO VERY HIGH)  
\$10,000 FOR LEGAL  
\$88,000 FOR COVID-BASED ESCALATION FACTOR COSTS  
TOTAL COST = \$439,900

## Options

ON MAY 14<sup>TH</sup> THE STATE IMPOSED A MILESTONE DEADLINE TO OBTAIN THE P3 GRANT, AND PROVIDED TWO OPTIONS:

(1) JERSEY HEIGHTS RESIDENTS FORM AN HOA

OR

(2) THE TOWN OF MORRISTOWN ASSUME FULL RESPONSIBILITY

**THE STATE AND TOWN  
CANNOT FORCE RESIDENTS TO  
FORM AN HOA.**

# POTENTIAL SOLUTION

# POTENTIAL SOLUTION

- Town accept responsibility with qualifications and contingencies to qualify for P3 ARPA Grant
- Town work with property owners to obtain needed easements
- Town borrow funds not covered by grant to cover costs of stormwater solution
- Town create a Special Assessment Tax District specific to Jersey Heights

A special assessment district is a defined geographical area within a municipality - the "district" in which an additional tax or "special assessment" is levied to fund services or improvements within that district. Special assessment districts are authorized by Chapter 87 of Title 24 of the Vermont Statutes and may be implemented by municipal governance charter; vote at annual or special town meeting; or by agreement of the owners of the property to be assessed.

# 15 Year Loan estimate & amortization schedule

Estimated amount not covered by P3 Grant = \$180,000

P = resident's 70% estimated portion of impervious surface.

- Loan Amount (P): \$126,000
- Annual Interest Rate (r): 5.5%
- Loan Term (n): 15 years
- Payments per Year: 2 (semi-annual)

| Payment # | Payment Amount | Interest Portion | Principal Portion | Remaining Balance |
|-----------|----------------|------------------|-------------------|-------------------|
| 1         | \$6,379.62     | \$3,465.00       | \$2,914.62        | \$123,085.38      |
| 2         | \$6,379.62     | \$3,385.85       | \$2,993.77        | \$120,091.61      |
| 3         | \$6,379.62     | \$3,303.52       | \$3,076.10        | \$117,015.51      |
| 4         | \$6,379.62     | \$3,217.93       | \$3,161.69        | \$113,853.82      |
| 5         | \$6,379.62     | \$3,128.98       | \$3,250.64        | \$110,603.18      |
| ...       | ...            | ...              | ...               | ...               |
| 30        | \$6,379.62     | \$166.17         | \$6,213.45        | \$0.00            |

Monthly Payment —  $\frac{\$12,759.24}{12}$

Performing the division:

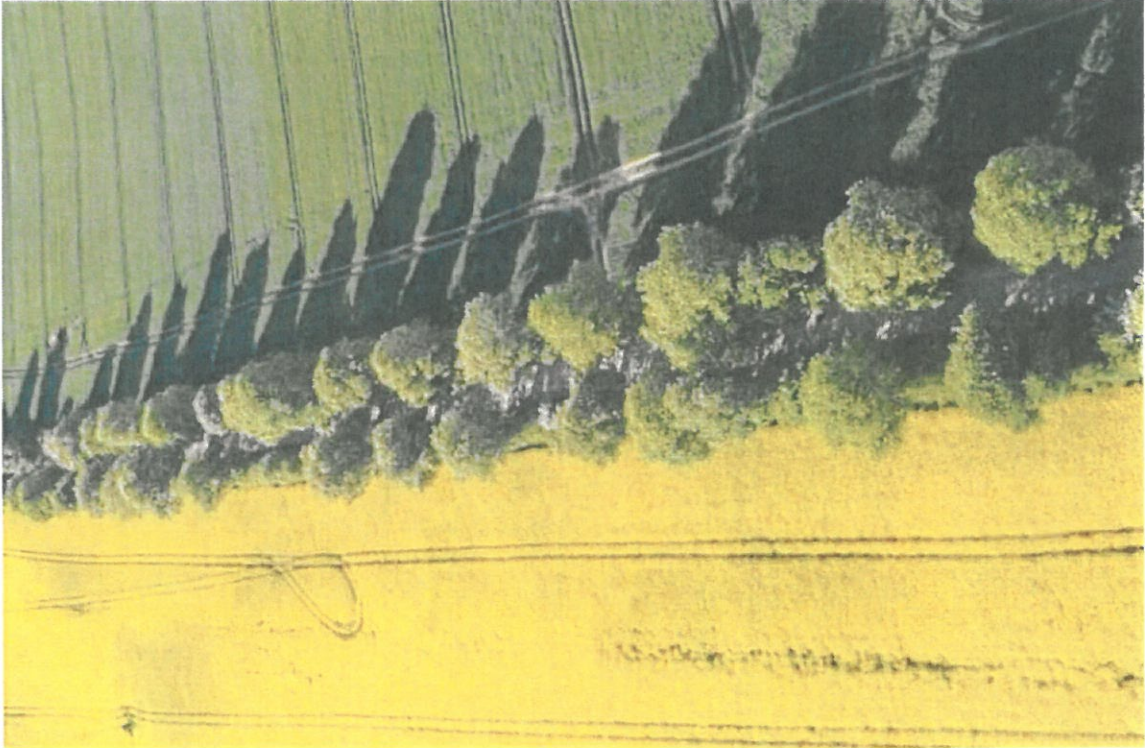
Monthly Payment — \$1,063.27

Share per Resident —  $\frac{\$1,063.27}{64}$

Performing the division:

Share per Resident — \$16.61

# RISKS TO MORRISTOWN



## POTENTIAL RISKS

- Multiple easements need to be obtained for stormwater solution
- Final engineering reports and stormwater solution application could be denied by ANR
- Final construction costs could change if an alternative to the current design is determined
- Uncertain costs for ongoing maintenance, repair and other potential liabilities

# QUESTIONS?



THANK YOU

Brent Raymond  
Town Manager  
Town of Morristown

[braymond@morristownvt.gov](mailto:braymond@morristownvt.gov)

802-888-5147

