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MORRISTOWN

SELECTBOARD MINUTES SEPTEMBER 30, 2002

Members Present: Brian Greenia, James Paige, Mark Struhsacker and Shaun Bryer

Department Heads: Paul D. McGinley, TA; MPD Chief, Richard Keith; MFD Chief, Wally Reeve; Bruce Kelley, Highway Superintendent

Guests: Heidi Krantz, Lisa Buell, Representative Cathy Voyer; Rebecca Morrow, Cole Hess, Linda North, Jarod Thompson, Casey Darrah-Lamb, Katelyn Chase, John Guillot, John Sullivan and Senator Susan Bartlett

Chair Brian Greenia called the meeting to order as the **Board of Liquor Control** at 6:00 PM at the Morrisville Water & Light Facility.

Halvorson's Inc. of Burlington, VT requested permission to transfer their first class liquor license off premise to cater a wedding at the Farm Resort located on 3266 Laporte Rd in Morrisville on October 19, 2002.

On a motion by Mark Struhsacker, seconded by Shaun Bryer, the Selectboard authorized Halvorson's request to transfer their first class liquor license for an off premise catering job on Laporte Rd October 19, 2002. James Paige opposed.

On a motion by Shaun Bryer, seconded by James Paige, the Selectboard adjourned as the Liquor Control Board and resumed the meeting as Selectboard at 6:02 PM.

GUESTS

YOUTH ROCKS CAFÉ:

Lisa Buell, along with several other interested parties attended the Selectboard meeting to present their idea of the Youth Rocks Café (YRC) and requested community support for the project. Jarod Thompson explained that the concept for the YRC came out of the Lamoille Valley Community Justice Project study circles last spring. He stressed that this would not be just another *teen center*, although initially it will concentrate on high school age students, but a place where young people could meet and be themselves.

The three principle objectives for their project are: *a) to create a physical space for youth to gather; b) to provide a broad spectrum of programming/activities that will naturally*

attract all types of young people and c) to offer micro-business opportunities, ultimately to become the principle clearinghouse for Youth events in Lamoille Valley.
The group feels it important to have their own space and the lack of it contributes to youth hanging out on the streets, which has a negative affect on all youth in general. The hope is that the programming and activities will have a positive impact for all, but especially on the youth at risk in the community

The programming and activities will be directed by youth (with guidance by adults) with decisions made based on two criteria: *1) is it safe, both physically and emotionally? and 2) Does it promote one of the 4 elements of the Circle of Courage, which are* ***Generosity, Belonging, Mastery*** *and* ***Independence.*** A Lakota Sioux artist, who was a former youth at risk, created the Circle of Courage.

With support from local businesses and community support by generating micro-business opportunities for our youth, they hope not only to create a source of income, but help the younger community members to grow into permanent businesses as a partial source of support for the Youth Rocks Café. Youth Rocks Café will be a place for all of the Lamoille Valley youth.

A survey conducted last year showed that 97.6 % of students polled at People Academy and 98.5 % of students polled at Lamoille Union expressed interest in participating in the project.

Selectboard Chair, Brian Greenia asked if the school was an option as a location. Cathy Voyer disagreed. She felt that by using the school it would discourage certain youth from participating. Cathy also stated there was possible State funding for Teen Coalition programs.

The Youth Rocks Café group left at this time.

VT TRANS RAIL:

John Sullivan attended the meeting to discuss the issue of possibly leasing the State-owned engine house in Morrisville, as Charlie Miller was unable to attend the meeting. John shared the letter he received from Mr. Miller with the Selectboard. The letter implied VTrans' cooperation was limited by existing legislation and possible future reactivation of railroad service.

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Board members who had met previously with Mr. Miller felt the letter was not in conjunction with information given at that meeting. Discussion included possible uses of the property and the benefits of leasing versus owning.

OLD BUSINESS

MINUTES:

On a motion by Mark Struhsacker, seconded by Shaun Bryer, the Board approved the minutes of the September 16, 2002 meeting. James Paige abstained, as he was absent at that meeting.

COMMUNITY COORDINATOR'S POSITION:

Heidi Krantz presented a job description listed as *Downtown Coordinator,* that was drawn up by Lamoille County Planning Commission, who is administering the Morristown Community Development Grant VCDP 0123/01PG(05) for the Town of Morristown for the Selectboard's input and approval. Along with the job description, Heidi provided a brief summary, which she feels are the *Current Needs/Considerations for Downtown Designation*, some of which will need Board action. (Attached)

Wally Reeve arrived at this time.

Discussion included the changes in the role of Morristown Community Coordinator, which organizations are still in need of these services, monies budgeted for a joint planner with LCPC and whether the Town can afford to support a Community Coordinator position.

It was discussed that the Planning grants already received by the Town of Morristown would be fruitless unless Implementation grants were applied for to carry the current projects through. Heidi felt if the town could not show that they planned to continue, the goal of *Downtown Designation* would not be reached.

The position is in place and funded until the end of 2003. The Board felt that the name of the position, under the VCDP Grant should be changed to Community Development Coordinator and needed to head in a different direction from what it is now.

On a motion by James Paige, seconded by Mark Struhsacker, the Board moved to accept the job description with the name changed to Community Development Coordinator.

Heidi reminded everyone of the meeting on Saturday, October 5th and stressed the importance of Board representation. Heidi left at 7:15 PM.

WATER TANK TRUCK:

Chief Wally Reeve reported that St. Albans Town Fire Department had accepted MFD's offer of $9,000 for the water tanker truck. The Selectboard asked if MFD could find the money in their current budget to purchase the truck and Wally said yes they could.

On a motion by Mark Struhsacker, seconded by James Paige, the Selectboard authorized MFD to purchase the tanker truck from St. Albans Town Fire Department for $9,000.

Discussion included possible use of the old tanker truck by the Highway Department. It was suggested that there was a possibility of saving money by prepaying a portion of the cost when ordering the new truck. The Board asked the Administrator to keep a handle on the situation. Senator Susan Bartlett arrived at this time and Wally Reeve left the meeting.

VT TRANS RAIL (continued)

Senator Bartlett informed the Board that she had met with State officials and there was a definite interest in the Town of Morristown leasing the State owned property at the north end of town where the engine house is located. One advantage of the State maintaining ownership is that the State would be liable for any waste oil contamination or other possible issues, should they arise. Copies of Mr. Miller's letter were distributed and Senator Bartlett disagreed with the importance of the Legislature's role with the outcome of the property. She felt that in the future there would be a Cross State Trail system, which might tie into the property.

Senator Bartlett inquired of the Board's opinion regarding the situation of Ames Department store leaving town and what replacement options the town may be looking at. She felt in larger towns empty commercial space is absorbed by other businesses, but that is not the case in smaller communities. Options discussed other than large retailers such as Walmart or Target were having two or three smaller chains occupy the space or possibly help local businesses to expand and grow. There was mixed feelings about whether having one of the large retailers move into town would be bad or not. One suggestion was that people would go out of town to shop if we didn't have anything affordable, but on the other hand a large retailer could be beneficial, as it would draw more people into town and that would help our local businesses. Senator Bartlett left at 7:50 PM. The possibility of Walmart purchasing the lease from the Ames franchise was also mentioned.

HIGHWAY HIRE:

Superintendent Bruce Kelley made a recommendation to the Selectboard for filling the position left vacant by Roscoe Demar's retirement. He noted that he had received only four applications for the position. The Board inquired if all background checks had been done and whether the applicant had a current CDL. Chief Keith will follow up on any motor vehicle violations.

On a motion by Shaun Bryer, seconded by James Paige, the Board moved to hire Luther (Lonnie) Wheeler at the rate of $10.50 for the highway position pending final background checks.

Further discussion included the employee benefit package seemed to be the driving force over wages.

MPD - LLEBG GRANT:

Chief Richard Keith reviewed the 2002 LLEBG Grant with the Selectboard. This grant will enable MPD to develop a portable surveillance system, which can be installed in various locations at the request of victims' to prevent or help solve crimes. Possible uses will be for thefts, fraud, threats, etc. The grant will also allow MPD to upgrade the five computers at the department, which are in need of updating.

OTHER MPD ISSUES:

Board member Paige referred to the speed issue on Congress Street earlier this year. Mr. Bousquet informed him that traffic slowed down when the speed limit signs were first installed, but not now. The Chief told the Board that the department has received the laser hand held unit and tickets have already been issued on Congress Street and Washington Highway. Chair Greenia inquired on the Town of Morristown having the use of the Smart Cart again. Chief Keith stated he has asked to use it and will talk to Sheriff Marcoux.

Board member Struhsacker said that the stop signs at Walton Road and Fontaine Hill Road are missing. Chief Keith will investigate. Chief Keith left at 8:12 PM.

DOG HEARING REVISITED:

The Administrator received a call from Brian Kellogg stating that he has inspected the fence at the Nepveu residence and he feels it is secure enough if they attach to the railroad ties. A letter will be sent to Ms. Dinsdale informing her of the Animal Control's findings.

NEW BUSINESS

GOLF COURSE ROAD TRAFFIC COUNT:

Two separate traffic studies have been conducted on Golf Course Road. The first study was conducted in August during the construction of the Route 100 Bridge, which was holding up traffic and causing travelers to avoid the area if possible. The second study done from September 14th – 18th showed a significant reduction in volume, but the numbers were still above the number to make it beneficial to be paved according to VTrans standards. The first study showed 445 vehicles traveled on the Golf Course Road east of Cochran Road, where there were only 344 vehicles during the second study. Traffic numbers west of Cochran Road for the first study were 587 versus 445 during the September study. When combined, these number show there is approximately 30% more traffic traveling west than east on this road.

Brian Greenia and James Paige both agreed it was time to pave Cochran Road. Mark Struhsacker felt it would cause more speeding if the road were paved.

CARTOGRAHIC ASSOCIATES:

It was determined that further investigation of the legal ramifications was needed before a decision could be made on Cartographic Associate's request on providing copies of maps for individual requests.

WARRANTS

On a motion by James Paige, seconded by Mark Struhsacker, the Board approved the warrants as presented on the Memorandum dated 09/30/02. (Attached)

TOWN ADMINISTRATOR

The Administrator reported that the Highway Department truck sold at public auction would bring revenues of $8,800 less commission.

Other business to be addressed will be during Executive Session.

OTHER BUSINESS

Chair Greenia stated the Scott Corse requested to be on the next agenda to discuss the Maple Street project.

Board member Bryer reminded everyone that on October 8th there would be a meeting at 7 PM in the Johnson Municipal Building regarding joint Rescue ventures.

The correct date of the BCA meeting was in question. The notice stated Wednesday, October 8th. The Administrative Assistant will check with the Town Clerk to see if it will be Wednesday the 9th or Tuesday the 8th and notify Board members.

At 8:35 PM, the Selectboard recessed to meet at the Board of Health regarding the Clifford and Betty Lou Cole property on the corner of Richmond and Park Streets.

BOARD OF HEALTH

On a motion by James Paige, seconded by Shaun Bryer, the Selectboard moved to serve a Health Order to Clifford and Betty Lou Cole for their rental property on the corner of Richmond and Park Streets.

The Health Order was signed in triplicate and given to the Administrative Assistant to be returned to the Town Attorney for processing.

On a motion by James Paige, seconded by Shaun Bryer, the Board of Health adjourned at 8:36 PM and resumed as Selectboard.

OTHER BUSINESS

A reminder that the Town of Morristown is still in need of an Emergency Management Director at this time.

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SELECTBOARD MINUTES SEPTEMBER 30, 2002

EXECUTIVE SESSION

On a motion by Shaun Bryer, seconded by Mark Struhsacker, the Board moved into Executive Session on a personnel matter and contract discussion at 8:40 PM with the Administrator and Administrative Assistant in attendance.

On a motion by Mark Struhsacker, seconded by James Paige, the Board moved out of Executive Session at 9:23 PM and resumed the regular Selectboard meeting.

DONALD ANDERSON:

The Selectboard acknowledged a moment of silence for fellow Selectman Donald Anderson, who is in the hospital.

TOWN ADMINISTRATOR CONTRACT:

On a motion by Brian Greenia, seconded by James Paige, the Board offered a two-year employment contract to Town Administrator, Paul D. McGinley.

ADJOURN

On a motion by Mark Struhsacker, seconded by Shaun Bryer, the Selectboard adjourned at 9:25 PM.

Barbara Cochran, Scribe
Minutes filed October 4, 2002

Minutes to be presented for approval at the next Selectboard meeting.

Barbara Cochran 10/15/02

Minutes Approved with changes (see attached) Date

Morristown Community Development Grant
VCDP 0123/01PG(05)

Community Development Coordinator
Job Description

Description:
The Downtown Coordinator position is a part-time, temporary position designed to implement the Morristown Downtown Planning Study, funded by the Vermont Community Development Program (0123-01PG(05)). The Coordinator reports to the Morristown Selectboard and works in coordination with the Morristown Downtown Steering Committee and the project grant administrator. The position activities commence April 5, 2002 with all activities scheduled to be completed by December 31, 2003.

Responsibilities:
The Coordinator is responsible for conducting a comprehensive downtown planning program with a focus on investigating the potential for the physical development of downtown properties for affordable housing, business, job creation and retention, and community facilities. The Coordinator will be responsible for the following outcomes:

- Organization of previous plans and studies related to the Town and Village of Morristown/Morrisville
- Build and sustain community partners to participate in the Morristown Downtown/Crosstown efforts
- Submission of a complete application to the Vermont Downtown Development Program for Morristown Downtown Designation
- Development of consultant specifications and oversight of architectural, engineering, and historic consultants that will prepare evaluations, plans, and cost estimates for 3-5 vacant or underused downtown properties
- Coordination with the Morristown Administrator regarding accessibility and future space needs for the Town Offices
- Development of consultant specifications and oversight of a marketing consultants who will prepare a marketing and economic restructuring report for downtown and cross town businesses
- Coordination between the VCDP Downtown Planning Grant program and the Morristown Vermont Sustainable Jobs Fund initiative
- Identification of future funding opportunities based upon the outcome of the activities listed above
- Provide a future priorities and future staff needs assessment for the Morristown Selectboard and Morrisville Trustees following completion of activities listed above

Qualifications:
This position requires a Bachelor's degree in planning or a closely related field, and at least two years of relevant experience. A Master's degree in planning or a closely related field is preferred and may substitute for up to one year of the required experience.

This position requires knowledge of public participation, facilitation and conflict resolution methods; the ability to establish and maintain effective working relationships; and experience with standard computer applications. This position requires outside meetings and public hearings, and public outreach work. The candidate must be flexible in their scheduling, be able to work independently with little supervision, while being able to work as part of a team. The candidate must have their own means of transportation.

The candidate must be a U.S. citizen or an alien lawfully authorized to work in the United States.

September 30, 2002 – from Heidi Krantz, Community Coordinator

Current Needs/Considerations for Downtown Designation:

Creation of Morristown Historic Commission
- ID and appoint members
- Amend existing district

Continue downtown planning efforts
- ID capital needs – 5 yr
- ID and prioritize projects
  - For Example – sidewalks, signage, streetscape enhancement, traffic planning
  - Work with Grant Steering Committee
  - Utilize existing charette info

Clarify Use of Morristown Development Fund

Continue participation in and leadership of existing efforts
- Consider appointing a "liaison" to CBA and grant steering committee

Other Concerns/Thoughts:

Continued communication among town and village boards – through Grant Steering Committee

Long-term planning and/or economic development needs

Continued funding – relative to upcoming budget planning

Memorandum

To: Selectboard

From: Carol L. Bradley, Bookkeeper

Date: 09/30/02

Re: Warrants presented for Board Meeting on September 30, 2002

General Fund:

Warrant #01-68- PR Related Invoices from pay period 9/25/02	$ 5,663.47
Warrant #01-69- AP Unpaid Invoices due 10/01/02	$ 97,520.42
Payroll Warrant for pay period ending 9/28/02 -Pd 10/01/02	$ 36,587.16

Other Funds:

TOWN OF MORRISTOWN SELECT BOARD

PLEASE SIGN IN

PRINT NAME	PRINT ADDRESS
Cathy Voyer	17B Jersey Ct Mville
Rebecca Morrow	3160 North Rd Eden Mills
COLE HESS	1982 hyde park 100
Linda NORTH Linda North	40 Winter St. Morrisville
Jarod Thompson	29 elmore MT. Rd. morrisville, VT 05661
Lisa Buell	804 Codding Hollow Rd Johnson

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SELECTBOARD MINUTES OCTOBER 15, 2002

Members Present: Brian Greenia, James Paige, Mark Struhsacker and Shaun Bryer

Members Absent: Donald Anderson

Department Heads: Paul D. McGinley, TA

Guests: Susan Low, Peggy Sprague, Kate Sprague, Amy Noyes, Pat Lencke, Steve Herrick, Ryan Lencke, Nicholas Tillotson, Ellen Tillotson, Zach Lyman, Gina Lanpher, Judith St. Aubin, Charles Miller, John Sullivan, Senator Susan Bartlett, Dave Pelletier, Gary Nolan and Howard Manosh

Chair Brian Greenia called the meeting to order at 6:00 PM at the Morrisville Water & Light Facility.

OLD BUSINESS

MINUTES:

Mark Struhsacker moved to accept the minutes of September 30, 2002. James Paige seconded the motion. During discussion, the Selectboard agreed to eliminate the words "***in participating***" from paragraph four on page two. ***A vote was called and the Selectboard approved the minutes with the above noted change.***

CARTOGRAPHIC ASSOCIATES INC:

At the last meeting, the Selectboard postponed taking action on Cartographic Associate's request for "blanket" permission to sell copies of town maps to non-municipal parties that may request them.

On a motion by James Paige, seconded by Shaun Bryer, the Selectboard unanimously denied the request for a "blanket" permission to sell copies of town maps.

The Board instructed the Administrative Assistant to send a letter to Cartographic Associates Inc. advising them of their decision.

NEW BUSINESS

LAMOUREUX & DICKINSON – BROOKLYN STREET STP WALK (4) S:

A second amendment to the Cooperative Agreement between the Town of Morristown and the State of Vermont Agency of Transportation for the Brooklyn Street sidewalk project was presented for