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MORRISTOWN

SELECTBOARD MEETING OF JULY 5, 2005

Members Present: Shaun Bryer; Chair, Jim Paige, Brian Kellogg, Steve Bousquet
Members Absent: Cathy Voyer

Department Heads: Paul McGinley; TA, Chief Richard Keith, Bob Melfy, Highway Superintendent

Guests: Gloria Wing, Joie Marshall, Lee Sturtevant, Steve Rae, Heidi Krantz

Chair Shaun Bryer called the meeting to order at 6:02 PM at the Morrisville Water & Light Facility.

GUESTS

PLEASANTVIEW CEMETERY ASSOCIATION: *Gloria Wing, Lee Sturtevant, Joie Marshall*
Gloria presented the Board with a brief overview of what has taken place since April. She stated that currently they have 30 members and are once again an official Association. She also informed the Board that that as an Association they have come up with a five year plan, a budget, job descriptions for both a Caretaker and a Sexton, an updated fee schedule and an Internment Order , which has been filed with the Town Clerk. Gloria further explained the role of the Sexton to the Board. PVC asked the Board to approve funding the $2000 necessary to pay the Sexton for this year and that next year they would put the $1000 into their budget. The $2000 cost would pay a Sexton to cover both Morristown Cemetery and Pleasant View Cemetery. The Association feels strongly a Sexton is needed in order to keep proper and updated records of the Cemetery. Discussion was held over this position and possible funding.

The Board also requested an update on the status of the Water Project. Gloria explained that the cost of repairs has risen since the last time money was discussed and that PVC would be going back to Copley Trust to request more money to finish the project. They anticipate the work being completed this fall or early next spring with no further changes to the most current estimate.

Board's consensus was in support of the position of a Sexton and to budget the money for the position and discuss with the Morristown Cemetery Association to provide that service for them as well.

HEIDI KRANTZ: *Municipal Planning Grant* – Heidi explained to the Board the various grants and how they would work in terms of this Historic District and Historic Buildings along with Zoning regulation changes. She further explained a couple of various options that were available in order to get the most funding and make the most of what funding was already available. The $10,000 of grant funding previously received needs to be increased to do the project as bids were higher then expected. Heidi requested to be allowed to reallocate the money left from the recreation funds for this purpose. The Board stated they were in support of moving forward with the Planning Grant and the reallocation of recreation funds as well.

Heidi also reminded the Board of the Alternate Truck Route meeting to be held on July 15 at 7:30 AM at Melbens and the Sewer Project Discussion with the Trustees to be held on August 19 also at Melbens.

Discussion was held over having the MACC banners left hung up all year round. Heidi informed the Board that the banners are guaranteed for three years from weather and fading. She noted that she would look into the care of the banners further.

Vandalism at the Gazebo was addressed. It has been made aware that some damage has occurred to the Gazebo. Discussion was held over whether to leave gazebo open as a walk-through or close back up. It was agreed to close gazebo back up and repair.

OLD BUSINESS

MINUTES:
Motion by Steve Bousquet, seconded by Brian Kellogg to accept the minutes of June 20, 2005 as presented. Motion passed 3-0, with Jim Paige abstaining.

BOARD LIAISONS: Discussion was held over the role of the Liaison. Shaun read through Draft 4 of the Liaison Process. The Board discussed wording on the document. The Board went through each role one by one and made various deletions.

Motion by Steve Bousquet, seconded by Jim Paige to approve the amended Liaison Process Document. Motion passed 3-1, with Brian Kellogg voting against.

PLANNING COMMISSION / DRB TERMS: The Board was presented with a memo from Mark Leonard which included a list of all current members and when each term would expire. The Board discussed ways to keep track of appointments and it was agreed that the Administrative Office would keep record of all appointments and the term expirations. It was also agreed to publish this information in the Town Report each year.

CEMETERY INFORMATION: Discussion was held over Morristown Cemetery vandalism and/or improper care by the contracted maintenance staff.

HIGHWAY SUPERINTENDENT CONTRACT: The Board presented the signed Final Contract for Bob Melfy appointing him as Highway Superintendent.

Motion by Steve Bousquet, seconded by Brian Kellogg to enter into an agreement with Bob Melfy as Highway Superintendent. Motion passed unanimously.

CROSSWALK: Discussion held over crosswalk in front of Bees Knees where water builds-up and creates a problem. The Board suggested possibly moving the crosswalk and agreed that this is something that needs to be further addressed and looked in to.

NEW BUSINESS:

CONSERVATION COMMISSION / STEVE RAE: Steve stated that last year the terms of all current members were extended, however upon review the information could not be located within the minutes of record. Steve presented the Board with a memo including a list of current members and when the terms would be extended to for approval. It was agreed that the Conservation Commission will work with the Administrative Office to keep records of these terms and appointments as well.
Motion by Jim Paige, seconded by Steve Bousquet to extend the terms of the Conservation Commission members. Motion passed unanimously.

APPROVAL FOR LOCATION OF A JUNKYARD: A certificate for approval of a junkyard location for Charles Hess Jr. and Rebecca Hess was presented for authorization by the Board. After discussion of the regulations, it was requested the Zoning Administrator search through State junkyard requirements and document and update any deficiencies. It was also requested the ZA notify the Board of any deficiencies in the regulations.

Motion by Jim Paige, seconded by Steve Bousquet to approve the Location of a Junkyard as requested by Charles Hess Jr. and Rebecca Hess. Motion passed unanimously.

DOMINIC CLOUD – VLCT: Dominic addressed the Board with regards to the Evaluation System and Pay Classification Plan. Shaun requested that Dominic update the Board on how they reached this point and how to move forward from here. Dominic explained and reviewed the information presented to the Board detailing the system and how it would work. He also presented a draft performance evaluation form. The Board requested rewording of some pieces of the policy and also questioned whether or not job descriptions had ever been adopted. Dominic stated that job descriptions had been adopted first before they proceeded with the pay grade scale, which had also been adopted by the Board. This is the third piece of the program. Board will take information presented under advisement and move forward after the changes have been made.

OTHER BUSINESS:
Selectboard Meetings: Steve Bousquet recommended utilizing a cut-off day/time for Selectboard meetings. He stated that it gets too crazy to try and squeeze things in last minute and unless an emergency arises the cut off shall be Noon on the Thursday prior to the meeting. The Board agreed this cut-off period would work well.

Rescue: Steve also updated the Board on a meeting including himself, Pat Miler, Sandi Utton and Paul McGinley last week. He stated there have improvements and that it has been agreed to allow Sandi back-up to help during this time. It was also agreed during the meeting that communication and direction are needed. During the meeting they also had discussed possible Board training for the Rescue Board.

Fourth of July Festivities: The Board formally thanked Shaun Bryer for his hard work and dedication to the Fourth of July festivities this year. It was noted that this year has been the best so far!

WARRANTS

On a motion by Brain Kellogg, seconded by Jim Paige, the Board approved the warrants as presented on the memorandum dated July 5, 2005. Motion passed unanimously.

TOWN ADMINISTRATOR:

Paul informed the Board that the Village Trustees have agreed to pay for a portion of the repair work on Bridge Street. Shaun also informed the Board of his attendance at the last Village Trustees meeting. Discussion was held over paving and the best approach to setting up a schedule in conjunction with Water & Light and their work. Paul updated the Board on the water situation at the Town garage. Maple Street project, which never happened, was brought for discussion. It was agreed to cut the check. Town Administrator will take care of.

GENERAL OPEN DISCUSSION

The Board asked Chief Keith if anything further happened with Sheriff Marcoux and the Lamoille County contract. He stated that the Sheriff is working on things and did pay MPD for transports.

EXECUTIVE SESSION

On a motion by Brian Kellogg, seconded by Jim Paige, the Board moved into Executive Session allowing Paul McGinley; Town Administrator to remain at 9:05 PM to discuss personnel issues. Motion passed unanimously.

On a motion by Jim Paige, seconded by Steve Bousquet, the Board moved out of Executive Session at 9:47 PM.

Motion by Jim Paige, seconded by Steve Bousquet, to increase the performance management system compensation plan to reflect a cost of living of 3.1%. Motion passed unanimously.

ADJOURN

On a motion by Steve Bousquet, seconded by Jim Paige, the Board adjourned their meeting at 9:52 PM. Motion passed unanimously.

Respectfully submitted and filed this 6th day of July, 2005.

Lisa Laughlin; *Administrative Assistant*

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Minutes Approved Date