TOWN OF MORRISTOWN **JUNE 24, 2002**
SELECTBOARD MEETING

Members Present:	Brian Greenia, Donald Anderson, James Paige, Mark Struhsacker and Shaun Bryer
Department Heads:	Paul D. McGinley, Mary Ann Wilson, Richard Keith, Wally Reeve and Mark Leonard
Guests:	Village Trustees Peter Bourne, Andy Jensvold, Richard Sargent and Richard Tomlinson, Scott Corse, Heidi Krantz, Richard Hill, Sam Guy, Gary Nolan, George Vaupel, Bridget Leach, Mike and Michelle Machia

JOINT SELECTBOARD AND VILLAGE TRUSTEE MEETING

Chair, Brian Greenia called the meeting to order at 6:00 PM and welcomed the Village Trustees to the joint meeting.

The Selectboard Chair observed the first item on each of their lists of topics for discussion was very similar. The Selectboard had listed *water & sewer line extensions* and the Village Trustees' first topic was *wastewater system expansion*. Brian Greenia stated it was very important for all parties involved to understand the infrastructure, as various municipal departments must work together. He felt that a process should be created to handle future needs.

In the case of sewer line extensions, the town owns the right of way, the village owns the lines and in some cases individual parties have a vested interest as well. One instance where this is an issue, is the sewer line extension on Harrel Street. Brian stated that this particular line was brought to the Selectboard's attention when an interested party purchased a lot in the Industrial Park and was told they could not hitch on to the sewer line without paying a private organization a fee. Instead, the party opted to purchase an adjoining lot and installed a private septic system, therefore reducing the number of potential businesses (and jobs) in that area due to lots being used for leach fields.

Heidi Krantz, Community Coordinator has been working with the Vermont Sustainable Jobs Fund organization. She stated that VSJF is willing to work with the town and village on creating more job opportunities in Morrisville. There are funds available to help with infrastructure improvements to aid in this process if needed, which could potentially free up as many as 15 lots for new businesses if these lots were not needed for septic systems.

The Jersey Way development was another area discussed as the town has been asked to take over the privately owned roads throughout the development. It was pointed out that if there are utility issues that should be cleared before the town officially accepts the streets.

Village Trustee Andy Jensvold and Chairman Peter Bourne pointed out that they were both new to the WWTF side of Village issues, having only dealt with water and electric prior to the merger in April. They felt they would be in a learning process over the next several months. Trustee Bourne stated that any improvements must be affordable to the utility users.

During the street and utility improvements discussion, it was determined that a five year projected project plan would be beneficial to help coordinate routine maintenance of lines as well as paving and sidewalk projects. Trustee Jensvold inquired if the Selectboard felt this to be a Board issue. Chair Greenia stated that he felt that policies should be established and then the day to day turned over to the Administrator. The Maple Street project for example, has been discussed but not budgeted for in this upcoming fiscal year. If there were indeed a five-year plan, the town and village could work together on various projects to save costs.

It was the general consensus that both town and village municipalities would benefit by working together and coordinating projects for future savings to the residents, customers and taxpayers of Morristown/Morrisville.

Chairman Greenia inquired of the Trustee's role since the merger in April. He felt more emphasis is on water and light issues then the other aspects of the village, such as the downtown and the goal to achieve "Downtown" designation. Scott Corse, Manager of the village utilities operations confirmed that the bulk of their activity for the village is the utilities revenue side. He continued that at this time they are not prepared to take a leadership role, as they are still in the learning stages of combining the former Water & Light Board of Commissioners with the Village Trustee Board. Trustee Jensvold interjected that although they are in this learning curve, they do not intend to neglect the village, as they want it to look good. Trustee Bourne added that, "we are of the village and we are definitely interested in the village". He continued that at this time they are all just trying to learn the various roles of the joined boards.

Heidi Krantz gave a brief synopsis of the grants and issues we are involved with. The Community Development Block Grant, which we have been awarded but have not received yet and a Steering Committee, which she hopes can be a joint effort between the town and the village with CDBG and the VSJF as their efforts are so intertwined. Part of the project consists of looking for other uses for various buildings in the downtown. There are approximately eight buildings currently being reviewed, but not limited to those buildings. Structural assessments as well as utilities assessments will be looked at to make the buildings more viable. The VSJF's portion will be to look at the sewer expansion issues as well as training and leadership development to work through the process that needs to happen during this planning period for the downtown.

Currently Water & Light pays for street light fixtures and the Town of Morristown pays the cost of the electricity used. Peter Bourne stated they are looking into changing the style of the fixtures with a lower wattage bulb at a cost of $25 - $27 per unit, ultimately saving money in electric bills and would the town be willing to share in the cost of the fixtures? Town Administrator, Paul McGinley said that while this was being considered, the lighting at Brooklyn Street should also be addressed, as this was an issue with the Morristown WALK STP (4) S sidewalk project. Scott Corse asked for the Selectboard to look at the shades on the lights at the Oxbow to get a perspective of how the shades provide a cone of light down to the ground.

Sharing of equipment between the two entities was discussed as well as extra firewood from cutting right-of-ways available for town use.

The joint meeting adjourned at 7:00 PM to allow for the Zoning Bylaw Amendments hearing. A second joint meeting will be scheduled in early September with the Trustees setting the agenda.

ZONING BYLAWS AMENDMENTS HEARING:

A duly warned public hearing was held at 7:00 PM in the Morrisville Water & Light Department building for the purpose of hearing comments on the proposed amendment changes to the Morrisville/ Morristown Zoning and Subdivision Bylaws. Zoning Administrator, Mark Leonard reviewed the proposed amendments along with the Selectboard, Village Trustees and guests (Amendments attached) and with the help of Sam Guy, Co-Chair of the Morristown Planning Commission answered any questions.

Amendments included changes in the: Central Business District (section 208); Neighborhood Commercial zoning district (section 220–224, 1030); Flood Hazard Area development (section 323.1); delete Section 318, Enforcement; Section 12.4 regarding antennas and towers; Section 641.5, Appeal Fees procedures and to update definitions.

Mark Leonard remarked that some of the changes were recommended as the bylaws pertained to both the village and the town and the wording was redundant.

On a motion by Richard Sargent, seconded by Shaun Bryer, the Zoning amendments were unanimously approved as presented. The amendments will be implemented and go into effect twenty (20) days from today.

At 7:35 PM the hearing closed and the Village Trustees left the joint meeting to resume their regular meeting.

OLD BUSINESS

MINUTES:

On a motion by Donald Anderson, seconded by James Paige, the Board approved the minutes of the June 10, 2002 Selectboard meeting as presented.

GRANT UPDATE:

Heidi Krantz reported the paperwork (signed at the last meeting) regarding the conditions set forth for the CDBG grant had been submitted. She briefly revisited the VSJF Steering Committee discussed earlier. The committee will meet later in the week with Jim Paige representing the Selectboard; Sam Guy will represent the Morristown Planning Commission and Scott Corse will be representing the Village Trustees.

TOWN LOGO:

The requested changes to the logo, discussed at a previous Selectboard meeting have been completed and resubmitted for Selectboard approval. The Selectboard were in total agreement of adopting the logo for the Town of Morristown and requested the Town Administrator contact John Sargent. Paul D. McGinley suggested that the possible applications for all departments be discussed and agreed upon prior to going forward. The Selectboard left that up to the Town Administrator to handle with the various departments.

NEW BUSINESS

FIREWORKS PERMIT REQUEST:

The Selectboard received a fireworks permit request from Stowe Home Care Maintenance of 5247 Laporte Road for June 29th and July 4th.

On a motion by James Paige, seconded by Shaun Bryer, the Selectboard unanimously approved Stowe Home Care Maintenance's request for fireworks display for both dates.

STREET LIGHTS & PAVING AT THE UNION BANK PARKING LOT:

The Union Bank has requested installing light fixtures at the back of the parking lot next to 2nd Chance. The parking lot is not only used by the bank's employees, but by town employees, volunteers and customers as well. Additional lighting would provide a safer access to vehicles for those who attend night meetings or work a night shift. The Selectboard felt as long as the town had the use of the parking lot, safe access should be provided. Heidi Krantz inquired about the lighting by the Gazebo being installed by Water & Light and should they be of a similar nature.

Two bids were received for the paving of the parking lot and street discussed previously. A bid from Godfrey's was just under $29,000 and Pike Industries bid was for $19,051. The Town Administrator recommended accepting the bid from Pike Industries.

On a motion by Mark Struhsacker, seconded by James Paige, the Selectboard awarded the paving bid to Pike Industries at a cost of $19,051 to be shared with the Union Bank.

OTHER BUSINESS

HOULE AVENUE – SPEED CONCERNS:

Michael and Michelle Machia of Houle Avenue expressed their concerns of traffic and speeding on Houle Avenue and requested the town set and post a speed limit for that street. Presently, there is no posted speed limit on Houle Avenue. The Machia's main concern was for the safety of children who live or visit family there and would also like "Slow Children at Play" signs as well. They reported vehicles frequently use the street as a drag strip. Chief Keith encouraged them to report any such actions to the MPD when observed. A speed survey was suggested, but with such a short street it would be almost impossible to do. Chief Keith said a 25 mph speed limit would be justified for that locale.

James Paige made a motion to post Houle Avenue as a 25 mph zone. Shaun Bryer seconded the motion. After discussion of changing a speed limit and including this change in the Town of Morristown's ordinances the above motion was amended. ***Donald Anderson made the motion to amend the motion to include the speed limit change to the posted road speed ordinance and Shaun Bryer seconded it. A vote was called on the amended motion and passed unanimously.***

GENERAL DISCUSSION:

Brian Greenia suggested that the town designate someone to act as spokesperson for potential new businesses and thought maybe that could be incorporated into Heidi's job description. Paul McGinley stated that the responsibility should not fall onto just one person, but a group of people.

DEPARTMENT BUDGET ADJUSTMENTS

The Selectboard received two sheets with year-end revenue and expense projections. Paul stated that Carol had worked hard to calculate and present the information in a format, which could be interpreted by everyone.

Although the expenses were over budget in many departments, actual revenues received were more than anticipated leaving just under $50,000 available. Morristown Rescue had submitted a request to purchase eight new radios with chargers and holsters at a cost of $2,890.80 and new shirts with name and logo at a cost of $600.

The Selectboard asked the other department heads present if they too had any requests for purchases before the fiscal year end. MFD Fire Chief Reeve requested to spend $6,700. $4,600 was requested to purchase a two head (dual control) radio and $2,100 to modify the bumper system on the rescue truck to hold tools. Wally stated the old radio would still be utilized in another vehicle, whose radio was much older.

Chief Richard Keith requested that $10,500 be held to cover the additional costs of the generator project. Richard reported that he had received two more bids on the generator project.

The Municipal Facilities Committee is conducting a study on the needs of the various municipal facilities and as a member of that committee Mary Ann Wilson requested that a sum of money be targeted for expenses of preparing a preliminary design. The figure agreed upon was $9,000.

Mark Leonard suggested monies to cover start-up expenses for the Town's web site.

On a motion by James Paige, seconded by Shaun Bryer, the Selectboard approved the requests of the MRS up to $3,500; MFD up to $6,700; MPD up to $10,500 and General Government for the preliminary design expense up to $9,000 for a total of $29,700.

Board member, Shaun Bryer stated that the 4th of July Committee requested $1,000 less this year from the town then usual. It appears that one of the volunteers who has previously helped Shaun during the 4th's festivities will not be able to due to injuries and the school has informed stated they would be charging between $18 and $20 per hour to cover any expenses of hiring a school janitor to perform these duties. The other Selectboard members asked who gave this information to Shaun in light of the fact that the Fields and Parks committee is a joint school and town effort and these employees should be able to at least help him for setup the day before and cleanup on the day after July 4th. Shaun stated he had received his information from Liz Fox, who is in charge of logistics at the school. It was also mentioned that the town has had several inquiries of community service work that needed to be done and maybe those individuals could help.

Brian Greenia asked that a response be sent to the letter of June 7, 2002 regarding a rental property complaint. It was suggested that the Zoning Administrator view the property to see if there were any zoning violations that needed to be enforced. The Selectboard was informed that there had been ongoing verbal communication between the town's Health Officer, the Administration Office and the plaintiff.

WARRANTS

On a motion by James Paige, seconded by Mark Struhsacker, the Selectboard approved the warrants as presented on the Memorandum dated June 24, 2002. (Attached)

TOWN ADMINISTRATOR

MUD CITY BRIDGE PROJECT:

Charles Grenier has completed the plans for the bridge project and Paul reported that the town is now working on acquiring the necessary permits and right of ways. He informed the Board that the State of Vermont has recommended four contractors to perform the work. The Selectboard asked that a notice be published for an Invitation to Bid on this project.

JERSEY HEIGHTS DEVELOPMENT:

The Town Administrator gave a report on the Jersey Heights Development and their request for the town to assume responsibility of the development's streets. Copies of the correspondence between the Town Administrator and Gary Nolan of H. A. Manosh and Scott Corse of Water & Light have been distributed. The Selectboard agreed to make a site visit and review pertinent information before the next scheduled meeting. There are utility concerns that need to be addressed before the town considers the request. Maintenance of sidewalks should also be looked at. Paving of the streets and future utilities work were discussed. Policies set forth state that all roads to be accepted by the town shall be paved. It was determined that it may be in the town's best interest to have the parties involved put the money in an escrow account and do all of the paving when the project was complete to allow for any future work required on utility services.

OTHER BUSINESS

ALEXANDER HAMILTON COPLEY TRUST:

The Library Trustees have requested to meet with the Alexander Hamilton Copley Trustees in the later part of July. The Administrative Assistant has sent notices to all AHC board members of a potential July 22nd meeting. Gloria Wing has responded that the date is fine with her. The Selectboard was also in agreement with that date. Notification will be sent to all Board members as well as notify Library Trustees.

ZEISBERG PROPERTY PURCHASE:

The Selectboard acknowledged receipt of a letter from Kathleen O'Neill regarding the Morristown Conservation Commissions involvement with the Forests and Parks on the Zeisberg purchase. Brian Greenia stated he would be contacting Kathleen on the matter.

BOY SCOUT RECOGNITION REQUEST:

Let the minutes reflect that the Selectboard signed a letter of commendation to Daniel Demar on his acquiring the status of Eagle Scout.

WAGE RECOMMENDATIONS:

The Town Administrator presented the Selectboard with two memos regarding wage recommendations. One memo contained a recommendation for each employee from department heads for the 2002 – 2003 fiscal year. A second memorandum included a recommendation to adopt a standby or on-call pay for the winter months as well as an emergency call-out pay policy for the highway department. Pagers and or cell phones would be required to allow the employee on call, freedom away from his telephone. Paul and Bruce Kelley will be discussing these issues with the highway crew.

EXECUTIVE SESSION

On a motion by James Paige, seconded by Donald Anderson the Selectboard moved into Executive Session at 9:43 PM on a personnel issue and wages with Paul McGinley and Barb Cochran in attendance.

On a motion by James Paige, seconded by Donald Anderson the Selectboard moved out of Executive Session at 10:08PM.

WAGES:

On a motion by James Paige, seconded by Shaun Bryer, the Selectboard set the wages as corrected on the June 21, 2002 memorandum.

BUDGET:

There is approximately $91,000 left in the special revenue Permit Fee account. Discussion of this account included setting aside the funds for *possibly* paving the Golf Course Road from Route 100 up to the Stagecoach Road. A suggestion was made to have counters installed on the road to monitor traffic flow. Jim Paige referred to the Highway Superintendent's comments from the last meeting, on the paving schedule and falling behind with routine maintenance and paving on the roads we currently have. It was decided that the monies would be held in the special account until a decision was made.

ADJOURN

On a motion by James Paige, seconded by Mark Struhsacker, the meeting was adjourned at 10:20 PM.

Barbara Cochran, Scribe
Minutes Filed June 28, 2002

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

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Minutes Approved Date