



**SELECTBOARD MEETING MINUTES
OF MARCH 17, 2025**

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; Mitzi Fleming, Assistant Town Clerk/Treasurer; Elz Townsend, HR Director; Tina Sweet, Finance Director

PARTICIPANTS/GUESTS: Dan McLaughlin, Jerry Throne, Mary Lou Nichols, Martin Green, Laura Green, Alex Cyr, Tom Cloutier, Attorney Ed Adrian*, Scott Johnstone

**participating via Zoom*

5:30PM - CALL SELECTBOARD MEETING TO ORDER

Don McDowell called the Selectboard Meeting to order at 5:34 PM at the Tegu Building.

5:31PM - EXECUTIVE SESSION - PERSONNEL, LEGAL

Motion made by Richard Craig, I make a finding that we go into executive session to discuss confidential attorney client communications to allow the Town attorney to provide professional legal advice to the Selectboard AND to discuss potential civil litigation based on an open meeting law complaint that was filed on March 11, 2025 and must be addressed within 10 calendar days of receipt, premature disclosure of said advice or the potential civil litigation would put the Town at a substantial disadvantage. To include Attorney Ed Adrian, Town Manager Brent Raymond, and Executive Assistant, Judi Alberi. Motion seconded by George Cormier. Motion carried (4/0/1) Chris Palermo abstained.

Motion made by Richard Craig to go into Executive Session because I find that premature general public knowledge of potential civil litigation to which the public body is or may be party will clearly place the town at a substantial disadvantage by disclosing its negotiation strategy. Motion seconded by George Cormier. Motion carried (4/0/1) Chris Palermo abstained.

Motion made by Richard Craig to go into Executive Session to discuss the possible litigation and the employment and evaluation of a Town employee to include Town Manager Brent Raymond, Executive Assistant, Judi Alberi; Finance Director, Tina Sweet; Town Clerk/Treasurer, Sara Haskins and Assistant Town Clerk/Treasurer, Mitzi Fleming. Motion seconded by George Cormier. Motion carried (5/0)

6:40PM - AGENDA CHANGES/ADDITIONS

Add new item #1. Discuss Resolution of Open Meeting Law Complaint of Laura Streets.

6:42PM - APPROVE MINUTES

1. Approve minutes of 2-18-25

Motion made by Chris Palermo to approve the minutes of 2/18/2025. Motion seconded by Richard Craig. Motion carried. (3/0/2)

2. Approve minutes of 2-20-25

Motion made by Chris Palermo to approve the minutes of 2/20/25. Motion seconded by Richard Craig. Motion carried (4/0/1) with amendments.

3. Approve minutes of 3-10-25

Motion made by Chris Palermo to approve the minutes of 3/10/2025. Motion seconded by Richard Craig. Motion carried (5/0) with amendments.

6:45PM - NEW BUSINESS

1. Discuss Resolution of Open Meeting Law Complaint of Laura Streets.

Discuss the resolution of the Open Meeting Law complaint as filed by Laura Streets. The complaint was resolved with the determination that there was no violation of the Open Meeting Law.

Motion made by Richard Craig to accept the findings of the Open Meeting Law complaint and authorize Don McDowell to sign. Motion seconded by George Cormier. Motion carried (3/0/2) Chris Palermo and Laura Streets recused themselves from the item.

2. Discuss Morrisville Water & Light - VMBB Bonding with Scott Johnstone

Scott Johnstone, representing the Village Trustees, informed the committee that the Village Annual Meeting agenda includes an item that may cause the public confusion. The Village has to pass a bond issue in order to obtain a grant which would fund the Jersey Heights sewer system replacement. This project is to be distinguished from the town's storm water project at Jersey Heights. These are mutually exclusive issues. The Selectboard thanked him for the information.

3. Certificates of Recognition for the Highway Crew

The highway crew had a hard winter of road maintenance, yet they worked long hours, day and night, 77 out of 114, and on all the vacations of the season to ensure that our roads were passable. In addition, the department managed to find ways to use less salt on the roads. Thus, the Highway Department has awarded the employees on-the-spot Certificates of Recognition, and they in turn recognized the abilities of their supervisor, Jordan St. Onge.

Motion made by Chris Palermo to accept the on-the-spot awards. Motion seconded by George Cormier. Motion carried (5/0).

4. Update on Summer Camp Program

The Summer Camp Recreation program has opened registration! An update to the Selectboard was given with a slide show representing their current progress implementing the program. Recruitment for staff has produced a great pool of applicants. Interviews are scheduled and will start this week. The choice of swimming location has changed to Lake Eden, which results in cost savings. There is an extensive training program designed for the staff, including water safety, First Aid, CPR, lifeguard, and staff camp training. They also upgraded, redesigned and simplified the software for collecting registration and financial data. George Cormier remarked about how far the camp program has come from just January, when it was cut from the budget, to now where it is a functioning break-even program serving 75 children. Don congratulated the hard-working staff who made this happen.

5. Authorize Town Attorney to send demand letter for delinquent taxes

Sara Haskins, the Town Treasurer, reports that there are only 8 delinquent parcels in Morristown,

totaling just over \$12,000, which is unusually low. The board discussed asking town attorney James Barlow to send demand letters to all delinquent accounts over \$75, with some debate about whether to include one account owing only \$82.97. Ultimately, the Selectboard agreed unanimously to send letters to all accounts as presented.

Motion made by Chris Palermo to authorize the Town Attorney, James Barlow to send demand letters for delinquent taxes over \$75. Motion seconded by Richard Craig. Motion carried (5/0).

7:15PM - OLD BUSINESS

1. Consideration of revised Work in the Right-of-Way Policy

The Selectboard reviewed the items of the Right-of-Way Policy for clarification and content. Brent amended the liability insurance to an increased amount as discussed at a previous meeting. He is now returning after further analysis for approval. The board discusses revisions to the work in the right-of-way policy. They identify several issues that need clarification, including permit requirements for driveway maintenance, and placement of items in the right-of-way. The board decided to send the policy back to Jordan for further consideration, particularly regarding Section 5 on permit requirements and Section 7 on application contents. They also discuss the exemption for mailboxes, which is based on federal regulations. The board agrees that more clarity is needed to address practical concerns while maintaining the policy's intent.

2. Set locations for posting meeting notices

The Selectboard agreed on the three posting locations for meeting notices: The Post Office, the Morristown Centennial Library, and the Tegu municipal building. The town website will also be a place for posting the agenda. Don McDowell, Chair may post the agenda on Front Porch Forum. Laura Streets agreed to the location but would like to see administration post to Front Porch Forum not the members of the Selectboard.

Motion made by Chris Palermo to set locations for posting meeting notices as: in or near the municipal office, Morrisville Post Office, and the Morristown Centennial Library and the town website. Motion seconded by Richard Craig. Motion carried (4/1). Laura Streets nay

3. Adopt and sign Rules of Procedure

Motion made by Chris Palermo to adopt and sign the Selectboard Rules of Procedure as presented. Motion seconded by George Cormier. Motion carried (4/1) Laura Streets Nay

7:40PM - APPROVE WARRANTS

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

7:42PM - COMMUNITY COMMENTS

One person had a question about the Public Records Request which was addressed and information about the website was given.

7:52PM - SCHEDULE

- 1. Monday, April 7, 2025 - SB Meeting - 5:30pm**
Wednesday, April 16, 2025 - SB/Trustees Joint Meeting - 5:30pm
Monday, April 21, 2025 - SB Meeting - 5:30pm

7:55PM - OTHER BUSINESS

None

8:00PM - ADJOURN

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

Meeting adjourned at 8:41 pm

Submitted and filed this 3/17/2025.

Bonnie McDermott, Scribe

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