MORRISTOWN
State of Vermont · Chartered in 1781

TOWN OF MORRISTOWN SELECTBOARD
MEETING NOTICE & AGENDA
COMMUNITY MEETING ROOM
On Zoom and at 43 Portland St. Morrisville, VT 05661
5:30 PM Monday, October 6, 2025

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 of Morristown's website:
https://www.morristownvt.gov/community/page/meetings-agendas-minutes and on Town GMATV YouTube Channel when possible

I. 5:30PM - CALL SELECTBOARD MEETING TO ORDER

II. 5:31PM - AGENDA CHANGES/ADDITIONS

III. 5:33PM - COMMUNITY COMMENTS

IV. 5:47PM - APPROVE MINUTES

1. Approve minutes September 15, 2025
2. Approve minutes September 22, 2025
3. Approve minutes Septebmer 30, 2025

V. 5:50PM - NEW BUSINESS

1. On-The-Spot Award - Shane Blaisdell
2. Approve the Board of Listers Errors and Omissions Certificate - Cote Property
3. Review and approve Memorandum of Understanding (MOU) with the Library
4. Review and approve to remove Library Trustees from the town's election process
5. Discussion and nominations for a Vice-Chair

VI. 6:30PM - OLD BUSINESS

VII. 6:35PM - APPROVE WARRANTS

VIII. 6:40PM - SCHEDULE

1. Tuesday, October 7, 2025 - Special SB Meeting - Jeff Carr - 5:30PM
   Monday, October 20, 2025 - SB Meeting - 5:30PM
   Monday, November 3, 2025 - SB Meeting - 5:30PM

IX. 6:45PM - OTHER BUSINESS

1. Executive Session - Legal & Personnel

X. 7:00PM - ADJOURN

State of Vermont — Chartered in 1781
MORRISTOWN

SELECTBOARD MEETING MINUTES
OF SEPTEMBER 15, 2025

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

Absent:

ADMINISTRATION and STAFF: Brent Raymond, Town Manager; Judi Alberi, Executive Assistant

PARTICIPANTS/GUESTS: Cara Hancy, Joe Gardiner, Carol Lauber, Laurie Griggs, Eric & Janet Sanders, Kevin Griggs, Clint W. Coakley, Nicholar Lee, Laura Stone, Gemme Poulsen, Cory Burall, Leah Hollenberger, Jerry & Evelyn Throne, David Ward, Charles Burnham, Alison Link* Nancy Dunavan*

**participating via Zoom*

5:30PM - CALL SELECTBOARD MEETING TO ORDER

Don McDowell called the Selectboard Meeting to order at 5:35 PM at the Tegu Building.

5:31PM - AGENDA CHANGES/ADDITIONS

Add agenda item Paving and Culvert schedule under new business.

Brent Raymond presented the Highway Department's schedule, locations, and alternative routes for the paving and culvert repairs planned from Sept. 22 nd through Oct. 10/2025. Updates to the schedule can be found on the town's website.

5:33PM - COMMUNITY COMMENTS

Several residents requested that the Selectboard add an agenda item to address the hiring of a recreation coordinator and establishing a budget for the program.

5:47PM - APPROVE MINUTES

1. **Approve minutes 9-2-25**
   Motion made by Laura Streets to approve the minutes of 9/2/2025. Motion seconded by Richard Craig. Motion carried. (4/0)
2. **Approve minutes of Public Hearing 9-3-25**
   Motion made by Laura Streets to approve the minutes of 9/3/2025. Motion seconded by Richard Craig. Motion carried. (4/0)
3. **Approve minutes of Special SB Meeting 9-3-25**
   Motion made by Laura Streets to approve the minutes of the special selectboard meeting on 9/3/2025. Motion seconded by Richard Craig. Motion carried. (4/0)

5:50PM - NEW BUSINESS

1. **Presentation - Scoping Report for Bridge 8 along Cady Falls Road - Laura Stone, Scoping Engineer - Vtrans**

Laura Stone and Corey Burell from VTrans gave a slide presentation regarding the state of Bridge 8, "Cadys Falls Road Iron Bridge" on FAS Route 239 over the Lamoille River. The meeting provided an overview of this project to Town Officials, residents, and other interested parties. The following was addressed: existing site conditions, proposed work, and overall schedule. In 2016, the bridge was rehabilitated. Currently, the bridge is failing. Discussion ensued regarding the quick decline of the bridge. Three repair options were suggested for the town's consideration. A decision should be made in two to three months. Jerry Throne has a background in engineering and bridge work and has requested more information regarding the project.

2. **Update on paving projects and culvert replacements**

   Brent Raymond presented the Highway Department's schedule, locations, and alternative routes for the paving and culvert repairs planned from Sept. 22, 2025 with a completion date of Updates to the schedule can be found on the town's website.

3. **Discussion and approval of EMS billing rate increase**

   Brent Raymond opened the discussion on why Morristown should raise their rates. Recently, Stowe shared their EMS rate study with Brent which was valuable in conducting more research. Current rates haven't been adjusted in approximately 10 years. The proposed increases reflect a 3-year analysis and account for various service levels. After an examination of the data, and questions answered by Chief Corey Boisvert and training officer Michael Roberge, the board was in agreement with the new EMS billing rates as presented. Brent thanked the Stowe staff for sharing their information.

   Motion made by Richard Craig to increase the town's EMS billing rates as presented. Motion seconded by Laura Streets. Motion carried (4/0).

4. **Approve Small Time Drive private road name**

   Motion made by Richard Craig to approve the request to name the private road Small Time Drive and authorize Don McDowell to sign. Motion seconded by Laura Streets. Motion carried (4/0).

5. **Approve roadside Diamond Mower tractor**

   Motion made by Richard Craig to authorize Brent Raymond, Town Manager, to secure and enter into the most favorable financing terms available for the purchase of a John Deere roadside diamond mower tractor from Pete's Equipment, as previously approved in the Town's budget. Motion seconded by Laura Streets. Motion carried (4/0).

6. **Approve Police car purchase**

   Motion was made by Richard Craig to authorize Brent Raymond, Town Manager, to secure and enter into the most favorable financing terms available for the purchase of a police car as previously approved in the Town's budget. Motion seconded by Laura Streets. Motion carried (4/0).

7. **Halloween Road Closure for 2025**

   Motion made by Richard Craig to approve the closing of the following streets in the Village for trick-or-treating on Friday, October 31, 2025, from 5:00 PM – 7:30 PM: Maple St, Cherry Ave, Harrison Ave, Union St (easterly), Summer St, Court St. Motion seconded by Laura Streets. Motion carried (4/0).

8. **Discuss the interview process for vacant Selectboard seat.**

   Acceptance for applications for the vacant Selectboard seat will close at the end of this week. A discussion ensued about whether the interviews should be held in public or in executive session. Interviews will be held on 9/30/25 and 10/1/25 if needed in public with the Selectboard going into executive session to discuss the interviews. Once a full board is in place a discussion will take place regarding a vice chair.

Motion made by Laura Streets to interview one candidate at a time in open session, with deliberation taking place in executive session. Motion seconded by Richard Craig. Motion carried (4/0).

7:00PM - OLD BUSINESS

None

7:05PM - APPROVE WARRANTS

Motion made by Richard Craig to approve the warrants. Motion seconded by George Cormier. Motion carried. (4/0)

7:10PM - SCHEDULE

1. **Monday, September 22, 2025 - SB Public Hearing Appeal continued - 5:30PM**
   Tuesday, September 30, 2025 - SB Public Hearing CIP - 5:30PM
   Monday, October 6, 2025 - SB Meeting - 5:30PM
   Tuesday, October 7, 2025 - Special SB Meeting - Jeff Carr - 5:30PM
   Monday, October 20, 2025 - SB Meeting - 5:30PM

7:15PM - OTHER BUSINESS

None

7:20PM - ADJOURN

Motion made by Richard Craig to adjourn. Motion seconded by George Cormier. Motion carried. (4/0)

Meeting adjourned at 7:29 pm
Submitted and filed this 9/17/25.
Bonnie McDermott, Scribe

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

State of Vermont Chartered in 1781

MORRISTOWN

SELECTBOARD MEETING MINUTES
OF SEPTEMBER 22, 2025

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

Absent:

ADMINISTRATION and STAFF: Judi Alberi, Executive Assistant; Tyler Machia, Zoning Administrator; Jordan St. Onge, Highway Superintendent

PARTICIPANTS/GUESTS: Attorney David Rugh*, Attorney Brice Simon, Scott Johnstone, Melissa & Chris Leblanc, Reese Branon, Tom Cloutier, Chris Audy, Leah Hollenberger, Carol Lauber

**participating via Zoom*

5:30PM - CALL PUBLIC HEARING FROM 9-3-2025

Don McDowell called the Public Hearing to order at 5:30 PM at the Tegu Building.

1. **Continue Appeal of Chris & Melissa LeBlanc re: Denial of Application for permit for private use of town Right-of-Way for sewer line access to public wastewater treatment at 265 Cottage Street**

   The Public Hearing of the Appeal of Chris & Melissa LeBlanc on 9/22/2025 began with Don McDowell determining that there was no conflict of interest from the board members. He introduced Scott Johnstone, General Manager of the Morrisville Water and Light Department, who had been asked to appear to answer the Board's questions regarding its role in the permitting process.Attorney Brice Simon; applicants Chris LeBlanc and Melissa LeBlanc; Reese Branon, Mumley Engineering; Highway Superintendent, Jordan St.Onge and General Manager, Scott Johnstone were sworn in before any testimony was given.

   Don asked Scott a series of detailed questions from the board regarding the Water & Lights Department's role in the permit application. Scott talked about the ordinances of the Water and Light Department, including sewer capacity and transportation right-of-way waivers; the aspects of a private line running perpendicular to the road; and reviewed the three options available to the LeBlancs' request for a private sewer line on their property. He outlined the first option as follows: 1. The utility owns the sewer lines. This option was not allowed by the Water and Light Department. 2 The second option was that easements must be obtained to use others' property to run the sewer lines for the LeBlancs. The LeBlancs want a sewer line running perpendicularly to the road on their property. And the third option 3 an on-site septic system, would be established on their property. This option went against the current Water & Light Department ordinances. The Department does not grant waivers for sewerage.

   Jordan St.Onge, Highway Superintendent, contributed that the Highway policy disagrees with the private sewer line. This would be an exception to the policy. He noted that exceptions to policy should only be made for utilities, not private citizens. This sets a precedent that creates more exceptional circumstances. He then presented a map that outlined several options for locating the sewer line outside of the traffic right-of-way.

2. **Possible deliberation of the board**
   The Public Hearing was closed, and the Selectboard went into a deliberation session.

6:40PM - ADJOURN

Motion made by Richard Craig to adjourn. Motion seconded by Laura Streets. Motion carried. (4/0)

Meeting adjourned at 8:03 pm
Submitted and filed this 9/24/25.
Bonnie McDermott, Scribe

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

State of Vermont — Chartered in 1781

MORRISTOWN

SELECTBOARD MEETING MINUTES
OF SEPTEMBER 30, 2025

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

Absent:

ADMINISTRATION and STAFF: Judi Alberi, Executive Assistant; Adele Taplin, Economic & Community Dev. Director

PARTICIPANTS/GUESTS: Leah Hollenberger, Hannah Chauvin, Charles Burnham, Martin Green, Laura Green, Jerry & Evelyn Throne, Jamie Jaret, Skip & Maria Ward, Ed Loewenton

**participating via Zoom*

5:30PM - CALL MEETING TO ORDER

Don McDowell called the Selectboard Meeting to order at 5:30 PM at the Tegu Building.

5:32PM - COMMUNITY COMMENTS

None

5:42PM - OPEN PUBLIC HEARING

1. **Proposed Morrisville Downtown Capital Improvement Plan (CIP)**
   Don McDowell called the Public Hearing to order at 5:31 PM at the Tegu Building.

   Don McDowell thanked the Planning Commission for their letter regarding considerations of the Downtown Capital Improvement Plan. He noted that they would be considered in the future.

2. **CIP Discussion and Possible Action**
   Motion made by Richard Craig to adopt the FY2026-FY2031 Morrisville Downtown Capital Improvement Plan. Motion seconded by Laura Streets. Motion carried (4/0).

   Motion made by Richard Craig to close the public hearing and recess until 6 pm. Motion seconded by Laura Streets. Motion carried (4/0).

6:15PM - INTERVIEWS - FOLLOWING PUBLIC HEARING

1. **Applicant Interviews for vacant Selectboard seat:**
   1. Charles Burnham 6:00pm
   2. Leah Hollenberger 6:30pm
   3. Hannah Chauvin 7:00pm
   At 6:00 p.m., the Selectboard reconvened from recess. Don McDowell outlined the procedure used for the interview process. Each member of the Select Board will ask a series of the same questions of the applicants. The applicants were interviewed one at a time, with the other candidates sequestered.

After an interview, the applicant was allowed to stay and join the public for the subsequent interviews.

Don McDowell told each candidate that he was impressed with the suitability of all three candidates for the position. The first interview was with Charles Burnham, followed by Leah Hollenberger, and concluding with Hannah Chauvin.

8:05PM - EXECUTIVE SESSION

1. **Executive Session - Discussion following interviews for possible appointment**
   Motion made by Richard Craig for the Selectboard to find that premature general public knowledge of the discussion of the interviews for appointing a new member to the Selectboard would place the candidates at a substantial disadvantage. Motion seconded by Laura Streets. Motion carried (4/0).

   Motion made by Richard Craig for the Selectboard to enter into executive session under 1 V.S.A. § 313(a)(3) to discuss the interviews and possible appointment to fill the current Selectboard vacancy. Motion seconded by Laura Streets. Motion carried (4/0).

8:35PM - APPOINTMENT OF A PUBLIC OFFICIAL

1. Possible Appointment
   Motion made by Richard Craig to appoint Leah Hollenberger to the Selectboard to fill the current vacancy, effective immediately, until the next regular Town Election in accordance with 24 V.S.A. § 963. Motion seconded by George Cormier. Motion carried (3/1) Laura Streets Nay.

8:38PM - ADJOURN

Motion made by Richard Craig to adjourn. Motion seconded by George Cormier. Motion carried. (4/0)

Meeting adjourned at 7:54 pm
Submitted and filed this 9/30/25.
Bonnie McDermott, Scribe

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

Form PVR-4261-E

ERRORS AND OMISSIONS CERTIFICATE

The Board of Listers of the Town of MORRISTOWN, VT are hereby supplying the following changes to the 2025 (Year) Grand List. Specifically:

Owner: COTE EDWARD R		SPAN: 414-129-10524
Change From: $412,600	Change To: $356,700	Difference: -$55,900
Reason: 4.67 acre lot associated with this total parcel was sold but not removed from parent parcel value. Land owner was billed for previous total.		
Owner		SPAN
Change From	Change To	Difference
Reason		
Owner		SPAN
Change From	Change To	Difference
Reason		
Owner		SPAN
Change From	Change To	Difference
Reason		
Owner		SPAN
Change From	Change To	Difference
Reason		
Owner		SPAN
Change From	Change To	Difference
Reason		
Owner		SPAN
Change From	Change To	Difference
Reason		
Owner		SPAN
Change From	Change To	Difference
Reason		

Courtesy of the Vermont Department of Taxes

LISTERS/ASSESSOR AND SELECTBOARD

Signature of Lister/Assessor	Date	Signature of Selectboard/Alderman	Date
[signature]	9/25/25		
[signature]	10/2/25		
[signature]	10.2.25		

TOWN CLERK

I, ______________________________, town clerk of ______________________________, certify receipt of these changes. This certificate will be attached to or recorded in the grand list of ______________________________ for tax year _____________.

Signature of Town Clerk	Printed Name	Date

32 V.SA. § 4261. Correcting omission from grand list
When real or personal estate is omitted from the grand list by mistake, or an obvious error is found, the listers, with the approval of the Selectboard, before December 31, may supply such omissions or correct such errors and make a certificate thereon of the fact; provided, however, the listers may make a correction resulting from the filing or rescission of a homestead declaration without approval of the Selectboard.

MUST BE ATTACHED TO THE FINAL GRAND LIST FILED WITH THE TOWN CLERK.

State of Vermont MORRISTOWN Chartered in 1781

SELECTBOARD MEMORANDUM

To: Selectboard
From: Judi Alberi, Executive Assistant
Date: October 6, 2025
Subject: Review and approve Memorandum of Understanding (MOU) with the Library

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Background:
The MOU sets forth the mutual understanding that the election of library trustees at Town Meeting is inconsistent with the operation of an incorporated public library under 22 V.S.A., Chapter 3, Subchapter 2, and that the Town will discontinue the practice of electing library trustees at the annual Town Meeting.

Attachments:
1. MCL_Town MOU DRAFT 9-4-25

MEMORANDUM OF UNDERSTANDING
REGARDING THE MORRISTOWN CENTENNIAL LIBRARY ASSOCIATION

This Memorandum of Understanding (the "MOU") is made as of the ___ day of September 2025, by and between the Morristown Centennial Library Association, Inc. ("MCLA"), by and through its Board of Trustees, and the Town of Morristown (the "Town"), by and through its Selectboard.

RECITALS

A. The MCLA is a non-profit public benefit corporation established to operate a public library, pursuant to the provisions of Titles 11B and 22 of the Vermont Statutes Annotated, having been incorporated as such by the Vermont Secretary of State on November 18, 1975;

B. MCLA operates the Morristown Centennial Library in a building located at 7 Richmond Street, Morrisville, Vermont, which is owned by the Town (the "Library Building");

C. The Town is a Vermont municipal corporation with its principal offices in Morristown, Lamoille County, Vermont;

D. At the 2004 annual Morristown town meeting, voters approved the following Article:

> ARTICLE 7, Will the Town, in Town Meeting, elect ten library trustees who shall have full power to manage the public library, make bylaws, elect officers, establish library policy and receive, control and manage property which shall come into the hands of the municipality by gift, purchase, devise or bequest for the use and benefit of the library? Trustees shall be elected to staggered, five year terms as follows: two for one year, two for two years; two for three years; two for four years and two for five years.

E. Upon passage of Article 7, ten persons were elected as library trustees pursuant to Article 7;

F. The Town has since continued to elect some number of library trustees at each annual Town Meeting since 2004;

G. MCLA has since continued to appoint persons as library trustees pursuant to MCLA's Articles of Association and Bylaws;

H. The election of library trustees at Town Meeting under Article 7 is inconsistent with the operation of an incorporated public library under the provisions of Title 22, Vermont Statutes Annotated, Chapter 3, Subchapter 2;

I. Notwithstanding the language of Article 7, it was not the intention of the Town or MCLA that by passage of Article 7 the Morristown Centennial Library would become, or otherwise be considered, a municipal library operating pursuant to the provisions of Title 22, Vermont Statutes Annotated, Chapter 3, Subchapter 3;

J. MCLA and the Town agree that Article 7 was presented to the Morristown voters solely so that MCLA could obtain insurance coverage through the Vermont League of Cities and Towns Property and Casualty Intermunicipal Fund ("VLCT PACIF");

K. MCLA is presently able to obtain appropriate insurance coverage for operation of the Morristown Centennial Library through one or more insurers other than VLCT PACIF and there is no further need to elect library trustees under Article 7; and

L. MCLA and the Town wish to end the practice of electing library trustees at the annual Morristown town meeting.

NOW THEREFORE, the Town and MCLA, for the commitments set forth herein, do hereby state their understanding and intentions as follows:

1. MCLA, within 30 days of the date this MOU is executed, will procure and maintain insurance coverage for the library contents, workers' compensation, and directors and officers from an insurer other than VLCT PACIF.

2. The Town will keep and maintain liability and property insurance coverage for the Library Building and its associated premises.

3. The Town will discontinue the practice of electing library trustees at the annual Morristown town meeting. To this end, the warning for the 2026 Morristown town meeting, and each subsequent town meeting warning, will contain no provision for the election of library trustees.

IN WITNESS WHEREOF, the parties hereto have caused this MOU to be executed on the day and year written above.

MORRISTOWN CENTENNIAL LIBRARY ASSOCIATION

By:_____________________________
Julie Pickett, Chair
Duly Authorized

TOWN OF MORRISTOWN

By:_____________________________
Don McDowell, Selectboard Chair
Duly Authorized

DRAFT