



**TOWN OF MORRISTOWN SELECTBOARD
MEETING NOTICE & AGENDA
COMMUNITY MEETING ROOM**

On Zoom and at 43 Portland St. Morrisville, VT 05661
5:30 PM Monday, December 1, 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 of 11-17-25

V. 5:50PM - NEW BUSINESS

1. Presentation - UVM Intern Jack Haagensen, Zoning/Planning Department
2. Approve private road name - Coopers Landing
3. Approve and Sign Errors and Omissions Certificate
4. Consideration to appoint Lisa Zinn to MCC
5. Approve and sign Notice of Lien on Real Property - 13 First Street - Wells
6. Bridge & Infrastructure Fund presentation - Jordan St. Onge
7. Update on the Town of Elmore EMS
8. Discuss Local Option Sales tax
9. Recreation & Budget

VI. 7:10PM - OLD BUSINESS

VII. 7:12PM - APPROVE WARRANTS

VIII. 7:15PM - SCHEDULE

1. Monday, December 8, 2025 - SB Special Meeting - 5:30PM
Monday, December 15, 2025 - SB Meeting - 5:30PM
Monday, December 29, 2025 - SB Special Meeting - 5:30PM
Monday, January 5, 2026 - SB Meeting - 5:30PM
Saturday, January 10, 2026 — Community Meeting Day/Pie for Breakfast at VFW - 8am - noon

IX. 7:20PM - OTHER BUSINESS

X. 7:22PM - ADJOURN



SELECTBOARD MEETING MINUTES OF NOVEMBER 17, 2025

Members: Don McDowell, Richard Craig, Laura Streets*, George Cormier, Leah Hollenberger

Absent:

ADMINISTRATION and STAFF: Brent Raymond, Town Manager; Judi Alberi, Executive Assistant; Adele Taplin, Economic/Comm Dev Director; Sara Haskins, Town Clerk/Treasurer

PARTICIPANTS/GUESTS: Tom Cloutier, Judy Bickford, David Bickford, Robin Pierce, Martin Green, Carol Lauber, Jerry Throne, Maggie Cleary, Bob Bortree, Kent Hedberg, Scott Johnstone, Chris & Melissa Leblanc, Kathy Chaffee*

**participating via Zoom*

5:30PM - CALL SELECTBOARD MEETING TO ORDER

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

5:31PM - AGENDA CHANGES/ADDITIONS

None

5:33PM - COMMUNITY COMMENTS

Comments from the community included praise for the Village's decorations, and a concern for the management of rodents in an area of the town.

5:47PM - APPROVE MINUTES

1. Approve minutes 11-3-25

Motion made by Leah Hollenberger to approve the minutes of 11/3/25. Motion seconded by George Cormier. Motion carried via roll call. (4/0/1) Richard Craig Abstained

2. Approve minutes 11-10-25

Motion made by Richard Craig to approve the minutes of 11/10/25. Motion seconded by George Cormier. Motion carried by roll call. (5/0)

5:50PM - NEW BUSINESS

1. Recreation and wellness discussion

Maggie Cleary gave a comprehensive report on the importance of municipal recreation programs in building social infrastructure and community connections, promoting health and well-being, and supporting economic growth. She highlighted how recreation programs can strengthen local identity, enhance civic pride, and attract younger residents and families, which is crucial for the town's financial viability. Maggie also noted the town's recent challenges in supporting family-friendly initiatives, including the loss of the teen center, reduced library funding, and the near-complete loss of summer recreation programs. She outlined the history of the recreation efforts over many years. The presentation included recommendations for re-establishing a municipal recreation position, supported by a volunteer board, to oversee programs like Summer Rec. Carol Lauber of MAC emphasized the

need for a dedicated recreation coordinator to enhance community programs, attract visitors, research grant funding, and potentially generate significant economic benefits.

The recreation and wellness group asked that the selectboard recommend that the town government include a funded position to do the work of Municipal Recreation in Morristown, and that the staff person, the Morristown Recreation Director, be supported by a volunteer board, the Recreation Board, to create connection and continuity.

The board discussed the need for a recreation program in Morrisville, with Laura highlighting the town's financial constraints and expressing concern about the cost of a new union staff member. Carol Lauber from MACC emphasized the economic benefits of recreation and highlighted potential grant opportunities, while Martin Green suggested using revenue from local options taxes to fund the program.

2. Best Street private sewer line

Scott Johnstone, Village manager, discussed a recent infrastructure issue involving an old water shutoff and a mislabeled sewer line, which was resolved collaboratively without any financial liability to the town.

3. Update Dog Park Rules

There is an issue at the Dog Park where commercial businesses are bringing multiple dogs to the town's small dog park, which is restricting some dog owners by crowding the area. There was agreement to update the rules including to forbid businesses from using the dog park without permission from the town. These rules will be posted.

Motion made by Richard Craig to approve the updated Dog Park Rules as presented. Motion seconded by George Cormier. Motion carried by roll call. (4/1). Laura Streets Nay

4. Laura Streets & Leah Hollenberger lead and provide a summary of VLCT short-term rental policy retreat

Laura Streets and Leah Hollenberger registered for a retreat put on by VLCT for Short Term Rental Policy. Laura was unable to attend the retreat due to being ill. The board received an update on short-term rental (STR) policies from Leah. STR is defined as a furnished house, condo, or other dwelling, room, or self-contained dwelling unit rented to the transient, traveling, or vacationing publicly for a period of fewer than 30 consecutive days and for more than 14 days per calendar year. Morristown is in the top 20 towns based on the number of STRs. Tourists spend \$1700 per trip; \$400 of that at restaurants. It was noted that the Rail Trail is a key opportunity to distribute economic impact to small towns. Towns have three options for managing STRs: 1. Ordinances can address noise, traffic, parking, capacity/occupancy, solid waste/trash, annual registration or tracking mechanism, and limiting total annual stays and residency requirements. Registry involves making a directory and gathering information. A town cannot run a registry/licensing program as a revenue stream. Both need administration to handle enforcement. 2. Zoning involves where the STRs can be located, development review (permitted or conditional), traffic patterns/access, lighting, and parking. 3. Both the first and second options are engaged. Once an STR is established, it is subject to state laws, rules, and codes (public safety/water and wastewater/food and beverage service, taxes, etc.)

For Morristown, in Sept. 2025, there were 138 active STRs with the median revenue per home: \$2,593. Laura Streets added that the chief of police reported no significant issues with the STRs.

5. Approve RFP for Architectural Services with Scott & Partners

Brent explained that there are significant repairs needed on the Tegu Building that houses the town offices. In order to move forward with these repairs, we have been advised to have as-built (CAD drawings) of the building completed. As-built drawings document exactly how the building was constructed, including changes made over time, and serve as the foundation for any repairs or renovations. Having accurate as-built drawings is a proactive step that helps safeguard town funds

and supports smart decision-making for future building repairs, renovations and upgrades.

Motion made by Richard Craig to approve the Request for Proposals (RFP) for Architectural Services with Scott & Partners and authorize Brent Raymond to sign an agreement for services. Motion seconded by George Cormier. Motion carried by roll call (5/0).

6. Request for reconsideration of conditions for ROW access permit 265 Cottage Street - Chris & Melissa Leblanc

The Selectboard discussed and approved a motion to modify Conditions 6 and 10 of the Leblanc ROW access permit decision issued on October 31, 2025.

The current language in the decision for condition 6 will be changed to the following: *The sewer force main shall run along the easterly side of the Cottage Street right-of-way maintaining a +/- 10-foot separation from the traveled way until a point at which it will start a sweeping turn towards the west ending at MWL Manhole #9 in a manner consistent with the operating limitations of the directional boring equipment.*

The current language in the decision for condition 10 and 10a will be changed to the following: *#10 Appellants will be limited to the maximum capacity of a system which includes a 1 1/2" line feeding the force main system at the proposed new lot at 265 Cottage Street. #10a.*

Construction/boring for this sewer line shall not commence until the Appellants have entered into a License Agreement with the Town.

Motion made by George Cormier to amend the language of condition #6, #10, and #10a as stated. Motion seconded by Richard Craig. Motion carried by roll call (3/1/1). Don McDowell Nay, Leah Hollenberger abstained.

a. Possible deliberative session

Did not enter deliberative session

7:10PM - OLD BUSINESS

1. Motion to convey land to Green Mountain Habitat for Humanity

Robin Pierce from Green Mountain Habitat for Humanity attended regarding the previously discussed proposal to buy the town property. Details were discussed and negotiated to both parties' satisfaction.

Motion made by Richard Craig to authorize the conveyance of municipally owned land to Green Mountain Habitat for Humanity for the purpose of developing affordable housing, for a purchase price of \$50,000. As part of this agreement, Green Mountain Habitat for Humanity shall be responsible for obtaining a survey of the lots, reconfiguring the existing Park & Ride at their cost not to exceed \$10,000, and securing all necessary permits. Motion seconded by George Cormier. Motion carried by roll call. (4/1) Laura Streets Nay

7:20PM - APPROVE WARRANTS

Motion made by Richard Craig to approve the warrants. Motion seconded by George Cormier. Motion carried by roll call. (4/0/1) Laura Streets abstained.

7:25PM - SCHEDULE

1. Monday, December 1, 2025 - SB Meeting - 5:30PM

Monday, December 15, 2025 - SB Meeting - 5:30PM

Addition: December 8 Special SB Meeting - Budget Presentation

December 29 Special SB Meeting - Budget

7:30PM - OTHER BUSINESS

None

7:32PM - ADJOURN

***Motion made by Richard Craig to adjourn. Motion seconded by George Cormier. Motion carried by roll call.
(5/0)***

Meeting adjourned at 9:04 pm

Submitted and filed this 11/19/2025.

Bonnie McDermott, Scribe

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

MEMORANDUM

TO: Morristown Selectboard

FROM: Jack Haagensen, Intern for Morristown Planning and Zoning

DATE: 11/24/2025

SUBJECT: Upcoming town plan process and permitting software improvements

The purpose of this memo is to refamiliarize the selectboard with the town plan process and make recommendations for improvements for permitting software. The current Morristown/Morrisville town plan expires May 16, 2030; I am recommending that the town begin the process of creating an updated plan starting in December of 2025, a process that includes budget considerations for FY2027. Attached is a Proposed Town Plan Timeline, in which I outline required steps and recommend the town develops a public outreach strategy by March of 2026. Additionally, I recommend that the town implements Civic Plus' permitting module, alongside their planning and zoning module for the town's permitting software, which will allow for more staff time to be dedicated to town plan processes.

One key upcoming decision with budget implication is determining what groups are involved in the town plan process. Town Planning and Zoning will oversee the completion of the plan, and could be heavily involved in both public engagement and plan drafting, however the plan could be completed with assistance from other parties, including a newly created town plan update subcommittee, existing committees contributing to relevant chapters, outside consultants, regional planning, or by some combination of these groups. Utilizing outside assistance requires funding to be set aside for as soon as FY2027 alongside the submission of grant approvals during next year; The Vermont Agency of Commerce and Community Development provides a competitive municipal planning grants program with a November application deadline. Software improvements also have budget impacts but provide immense value at a far lower cost than additional staffing.

Improving permitting software can free up time used on more tedious office tasks, allowing zoning administrators and planners to further utilize their skills and expertise in higher impact areas, including focusing on the town planning process, and zoning bylaw improvements stakeholders have expressed desire for in Morristown. For this reason, I

recommend that the town implements Civic Plus's permitting modules as well as their planning and zoning modules. Civic plus is suited for Morristown's size and doesn't charge based on user counts or storage limits; the town currently utilizes Civic Plus' Civic Clerk module. The following table provides a breakdown of current conditions and how the residents and staff could benefit from implementing the recommended software.

Morristown Currently Utilizes:	Civic Plus Improvement:
• Time intensive paper submissions and files • A single application form for a variety of application types, leading to staff time spent incomplete submissions and requesting additional information • Internal filing software lacking public facing capacity to store permit information and retrieve paper permit records • Staff identification of abutting properties for hearing notices and individual preparation of letters	• Applications are created, tracked, and stored digitally • Customized submission workflows, along with integrated bylaw libraries and GIS information layers, allowing applicants to better understand relevant application requirements and zoning regulations • Permit history associated with lots/parcels through digitized records and GIS integration, with online public access • Software identification of neighboring properties and auto-generated notice letters

Morristown/Morrisville Proposed Town Plan Timeline

Phase 1: Project Initiation & Robust Public Outreach (December 2025 – December 2026)

- **Task 1 – Zoning and Planning, Planning Commission, Town Manager, Selectboard: Project Kick-off**
 - **Timeframe: December – January 2026**
 - **Actions:**
 - Work together to determine what stakeholders will be involved in the town plan process
 - Announce the start of the new town plan preparation process
 - Begin discussions with town agencies and departments, service providers, or state offices and agencies to gather needed information on existing conditions and future goals
- **Task 2 - Zoning and Planning, Planning Commission: Community Meeting Day - Pie for Breakfast**
- **Timeframe Sat, Jan 10, 2026**
 - **Action:** Conduct tabling or add an agenda item to raise awareness about the upcoming town plan process and collect initial feedback on preferred public engagement formats and specific topics of concern for residents.
- **Task 3 - Zoning and Planning, Planning Commission, Town Manager, Selectboard: Develop Public Outreach Strategy & Survey Tools**
 - **Timeframe: December 2025 – March 2026**
 - **Action:**
 - Develop a detailed outreach plan aiming to contact 100% of residents and determine who is involved in the process.
 - Creation of initial surveys, polls, and scheduling of initial meetings
 - **Identification of budget considerations for July 2026 and initial preparation of applications for grant opportunities**
 - **Aim to complete and approve outreach plan by the end of March.**
- **Task 4 - Zoning and Planning, Planning Commission: Town Meeting Day Survey**
 - **Timeframe: March 3, 2026 (Town Meeting Day)**
 - **Action:** Conduct a brief meeting on Town Meeting Day to continue to better understand resident priorities.
- **Task 5 - Zoning and Planning, Planning Commission: Robust Outreach Effort**
 - **Timeframe: April 2026 – August 2026**
 - **Action:**
 - Complete a well-documented and highly intentional outreach effort to

determine town plan objectives including online polls, public visioning workshops, and potentially conducting door-to-door outreach or mailing printed surveys reaching all possible residents. **Consider publishing an engagement insights report.**

- Following state statute, emphasis should be placed on reaching local citizens and organizations through informal working sessions best suiting their needs 24 V.S.A. § 4384 (a)
- Promote of these efforts across all available media and identify strategies for reaching underrepresented groups
- **Task 6 - Zoning and Planning, Planning Commission: Public Input Analysis**
 - **Timeframe: September 2026 – December 2026**
 - **Action:** Identify key themes from outreach and publish findings to the public

Phase 2: Drafting, Mapping & Targeted Engagement (January 2027 – November 2028)

- **Task 7 - Zoning and Planning, Planning Commission, Other Parties: Begin Drafting Plan Elements**
 - **Timeframe: January 2027**
 - **Action:** Begin drafting the required plan chapters, incorporating all required elements, collecting statistics, and creating data visualizations, as well as conducting photography of existing conditions relevant to town plan policies.
- **Task 8 - Zoning and Planning, Planning Commission, Regional Planning Commission (RPC), Other Parties: Special Engagement on Act 250 & Forested Areas**
 - **Timeframe: January 2027– June 2027**
 - **Action:** Host meetings dedicated to developing new **Future Land Use Map (FLUM)** maps. Explain how identifying forest blocks and habitat connectors may interact with future regulations, which could affect development in these areas.
- **Task 9 - Zoning and Planning, Planning Commission, Other Parties: Begin releasing Draft Chapters & Hold Public Workshops**
 - **Timeframe: February 2027 – July 2027**
 - **Action:** Release draft chapters as they are completed, holding topic-specific workshops to get focused feedback from the public
- **Task 10 - Zoning and Planning, Planning Commission, RPC, Other Parties: Develop Draft Future Land Use Map (FLUM)**
 - **Timeframe: July 2027 – December 2027**
 - **Action:** Using input from Task 8, the PC works with the Regional Planning Commission (RPC) to create a draft FLUM that meets the requirements of Vermont Act 181
- **Task 11 - Zoning and Planning, Planning Commission, Other Parties: Complete Full Draft Plan**

- **Timeframe:** August 2028 – November 2028
- **Action:** Assemble all sections into a single, cohesive draft document
- **Task 12 - Zoning and Planning, Planning Commission, Other Parties: Submit Full Draft Plan for Attorney Review**
 - **Timeframe:** December 2028 – May 2029
 - **Action:** Provide two months for town attorney review and two months for any needed edits

Phase 3: Formal Statutory Review (May 2029 – August 2029)

This phase follows the legal procedures outlined in 24 V.S.A. § 4384

- **Task 13 – Town Clerk, Zoning and Planning: Submit Draft for Regional & Abutting Town Review**
 - **Timeframe:** By April 1, 2029, at least 30 days prior to the PC hearing
 - **Action:** The PC sends the complete draft plan to:
 - the executive director of the RPC;
 - the chair of the planning commission of each abutting municipality, or in the absence of any planning commission in an abutting municipality, to the clerk of that municipality;
 - the Department of Housing and Community Development within the Agency of Commerce and Community Development;
 - any business, conservation, low-income advocacy, and other community or interest groups or organizations that have requested notice in writing prior to the date the hearing is warned. This must occur at least 30 days prior to the PC public hearing

and must “demonstrate that it has solicited comments from planning commissions of abutting municipalities and from the regional planning commission with respect to the compatibility of their respective plans with its own plan.”
- **Task 14 - Planning Commission, Planning and Zoning, Other Parties: Review Comments & Amend Draft**
 - **Timeframe:** June 1 – July 15, 2029
 - **Action:** The PC reviews all comments received and makes any appropriate amendments to the draft plan.
- Task 15 – Town Clerk, Planning Commission: Warn & Hold Public Hearing**
 - **Timeframe:** Warn by July 16, 2029, for a hearing on or after August 1, 2029
 - **Action:** Provide 15 days' notice for an official hearing on the proposed plan.
- Task 16 – Planning Commission: Finalizes Plan & Recommends to Selectboard**
 - **Timeframe:** By September 1, 2029
 - **Action:** After its hearing, the PC makes final deliberations, incorporates any last changes, and formally votes to forward the proposed plan and a written report to the

Selectboard for adoption.

Phase 4: Selectboard Adoption (September 2029 – December 2029)

This phase follows the legal procedures outlined in 24 V.S.A. § 4385

- **Task 17 – Selectboard: Receive & Reviews Plan**
 - **Timeframe:** September 1, 2029 - November 1, 2029
 - **Action:** The Selectboard reviews the plan and the PC's report. They may consult with town staff or the PC with any questions.
- **Task 18 – Town Clerk, Selectboard, Planning Commission, Zoning and Planning: Warn & Hold Selectboard Public Hearings**
 - **Timeframe:**
 - Warn by **November 2029**, for a hearing on or after **November 15, 2029**
 - Warn by **December 2029** for a hearing on or after **December 15, 2029**
 - **Action:** The Selectboard must hold two public hearings on the plan it intends to adopt, providing at least 15 days' prior notice for each meeting
 - Any changes to the plan must be filed and sent to the planning commission, as well as any individuals or organizations who request a copy in writing. The planning commission must prepare a report on any changes and could work with Zoning and Planning
 - Substantial changes in the concept, meaning, or extent of the proposed plan requires the selectboard to re-warn for a new meeting date
- **Task 19 - Selectboard: Final Deliberations & Adoption Vote**
 - **Timeframe:** By **December 31, 2029**
 - **Action:** Following their public hearing, the Selectboard holds a final discussion and votes to adopt the new Town Plan, providing a 4.5-month buffer before expiration of the prior plan on May 16, 2030.
- **Task 20 – Town Clerk, Zoning and Planning: File Adopted Plan**
 - **Timeframe:** January 2030
 - **Action:** The town clerk certifies the adoption of the new town plan, officially making it the new guiding document 24 V.S.A. § 4447
- **Task 21 - Town Clerk, Zoning and Planning: Request RPC plan approval and submission to the Commissioner of Housing and Community Development**
 - **Timeframe:** Within 30 days of adoption

Generative AI Disclosure: This document was prepared with assistance from Google's Gemini AI; all content within this document has been reviewed by Jack Haagensen



11/24/2025

Selectboard

43 Portland Street

Morrisville, VT 05661

RE: New road name – **‘Coopers Landing’ (LNDG)**

Members of the Selectboard,

I am writing this letter to let you know that Matthew Percy is adding a private road as part of a new phase off of Elizabeth’s Lane, near the Morristown/Stowe town line.

The Vermont E911 coordinator, Tyler Hermanson, has reviewed and approved a new road name of **Coopers Landing** to become part of this subdivision, as it poses no issues of similarity with nearby roads within Morristown or Stowe. (The most similar name found was Cooper Hill Rd in Hyde Park)

I am forwarding this application and associated documents to the Selectboard for final approval.

Thank you for your consideration,

Kevin Petrochko

Assistant Assessor and E911 Coordinator

Town of Morristown



In accordance with 24 V.S.A. §2291(16) and 4426, the Selectboard of the Town of Morristown, established an ordinance to develop a more uniform street naming & street addressing system throughout the Town of Morristown that would enable people to locate addresses effectively for providing services and deliveries. Section V-Future Development states: Prior to the issuance of a subdivision permit a developer shall furnish a plan for street naming and street numbering system in accordance with this ordinance to the Selectboard. Final approval of a certificate of occupancy of any principal building erected after July 19, 1996 shall be withheld until permanent and proper numbers have been displayed in accordance with this Ordinance. Private road/street sign shall be the responsibility of the land owner(s). For further information, refer to Ordinance Article 0807-11 on file in the Town Clerk's Office. The Selectboard will allow the option of identifying the road as a private road.

Applicant's Name:

Phone:

DANE ROSEY, INC. c/o Matthew Rosey

802 253-8503

Mailing address:

269 Weeks Hill Road, Stowe, VT 05672

Location of the Road

OFF Elizabeth's Lane

Reason for naming road?

Name of Road

Approved Subdivision

Coopers Landing 'COOPERS LANDING'

-KMP

What gives you the right to name this road?

Approved subdivision

Complete this application and submit it to the Zoning Administrator, with a map of your road attached, You will be notified promptly of the decision of the Selectboard.

Applicants Signature

Date

Matthew Rosey

11/24/25

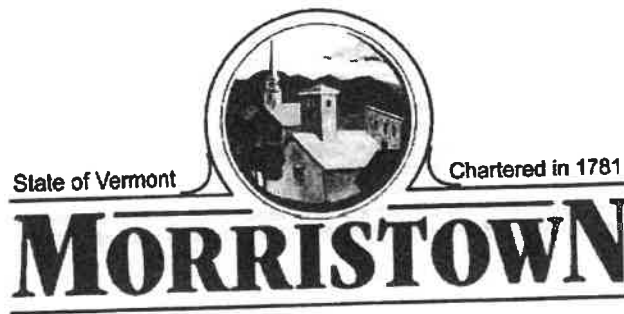
Reason

☐ Approved

☐ Denied

For the Selectboard

Date



Private Road Naming

When a private road name is approved by the Morristown Selectboard a road sign must be ordered and installed. The Town will order the private road sign. The cost of the sign and post must be reimbursed to the Town. For an additional cost the Town can install the private road sign. The sign can be installed by residents with sign location approved by the Town. State regulations require Town approval of sign placement.

Please check one of the boxes below

☐ I would like the Town of Morristown to install the sign and post.

☒ I would like to install the sign and post with sign location approved by the town.

Name and number to call when sign is delivered to town:

Matthew Percy 802 253-8503

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

Form PVR-4261-E
Page 1 of 2
Rev. 02/20

Board/Committee Interest : Submission #22

Name

Lisa Zinn (Elizabeth)

Email

lisa.zinn@vermontstate.edu

Are you a resident of Morristown

Yes

Which Board/Committee are you interested in?

Conservation Commission - 4 yr term - Meets 3rd Thursday of the month at 5:00pm

Do you have any actual, potential, or perceived conflicts of interest?

No

How did you learn about this Board/Committee?

My Neighbor is on the commission

Have you attended any meetings of board/committee in the six months prior to your interest?

Yes

Do you provide any goods or services to the public related to this Board/Committee?

No

Are you familiar with the governing rules under which this Board/Committee operates?

Yes

Briefly, what qualities, experience, training and/or skills will you bring to this board/committee?

I am an associate professor in the Natural Science Department at Vermont State University, Johnson. I am the primary professor at Johnson for both the Environmental Science major as well as the Wildlife and Forest Conservation major. I have a doctoral degree in Natural Resources and Environmental Management and Education. Before getting my doctorate, I worked for many years as an environmental educator at different nature centers and eventually became a professor in a Masters Degree program for Environmental Education. This means I have a great deal of experience in teaching people about the natural world and conservation. I also directed a college level sustainability leadership semester intensive program for several years where we were teaching students to understand how real world decisions are made at a state, local, and community level concerning the environment and sustainability. My personal research is on birds. I am a licensed Master Bander with the US Geological Survey and I am studying bird populations and how they are changing. I believe all of these pieces provide me with helpful experience and skills that would be an asset to this committee.

Please share your ideas related to the Board/Committee and the topics they are responsible for?

I am interested in increasing the number of public educational events. Some of these could happen at the town forest, for example, increasing people's exposure to those trails. I am also interested in finding ways for my college students to connect so they can gain experience in things like trail construction and maintenance, invasive species removal, land restoration, or working with landowners to encourage best practices for forest and wildlife conservation on their lands.

Have you appeared in front of this Board/Committee before advocating for a specific issue? If yes, explain.

No

My availability allows me to attend most of the meetings of the Board/Committee for which I am applying.

Yes

Is there anything else you feel we should know about you?

Thanks for considering my application

Your name in this space affirms that the information provided is true to the best of your knowledge.

Lisa Zinn

NADINE L. SCIBEK

Attorney at Law

180 Battery Street, Suite 200
Burlington, Vermont 05401
(802) 860-9536
nadine@nlslawvt.com

November 20, 2025

VIA CERTIFIED MAIL – R.R.R.

Sara Haskins, Clerk-Treasurer
Town of Morristown
P.O. Box 748
Morrisville, VT 05661

RECEIVED

NOV 25 2025

TOWN OF MORRISTOWN

Re: Ashley Wells
Pinecrest Mobile Home Park
13 First Street, Lot #44, Morrisville, Vermont

Dear Clerk-Treasurer Haskins:

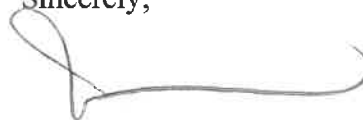
I represent Ship Sevin II, LLC owner of the Pinecrest Mobile Home Park. Ashley Wells is the record owner of a mobile home located at the Pinecrest Mobile Home Park, 13 First Street, Lot #44 in Morrisville. Ship Sevin II, LLC, owner of the Park, understands that the mobile home located on this lot and further described as a 1994, White, 14 x 72, Skyline, mobile home, bearing serial number 6816-01576 has been abandoned.

This is formal notice to the Town that Ship Sevin, LLC intends to commence an action pursuant to 10 V.S.A. § 6249 of the Vermont Statutes Annotated to have the mobile home declared abandoned, and to proceed to dispose of this mobile home. The Town may wish to protect any tax lien it may have on the mobile home.

Ship Sevin II, LLC intends to commence said abandonment action on or after 20 days from the date of this letter.

If you have any questions, feel free to contact me. Thank you.

Sincerely,



Nadine L. Scibek

NLS/ert

cc: Cindy Whitham (via email)

CERTIFIED MAIL #9589 0710 5270 2969 2662 96

NOTICE OF LIEN ON REAL PROPERTY

NOTICE IS HEREBY GIVEN, pursuant to 32 V.S.A. SS 5061, that the Town of Morristown asserts its lien against the real estate of **Ashley Wells** located at **13 First Street** in said Morristown, County of Lamoille, State of Vermont, and being more particularly described as all the same lands and premises conveyed to the said **Ashley Wells** by Vermont Mobile Home Uniform Bill of Sale of the Town of Morristown, dated November 1, 2021, and recorded in Volume 305 at Page 168 of the Land Records of the Town of Morristown, Vermont.

This lien is hereby asserted for delinquent property taxes in the amount of six hundred seven dollars and sixty-nine cents (\$607.69), plus interest, penalties, costs and collection fees for the tax years 2022-2025.

Dated at Morristown, Vermont, this _____ day of December 2025.

Approved

Morristown Selectboard

Collector of Delinquent Taxes

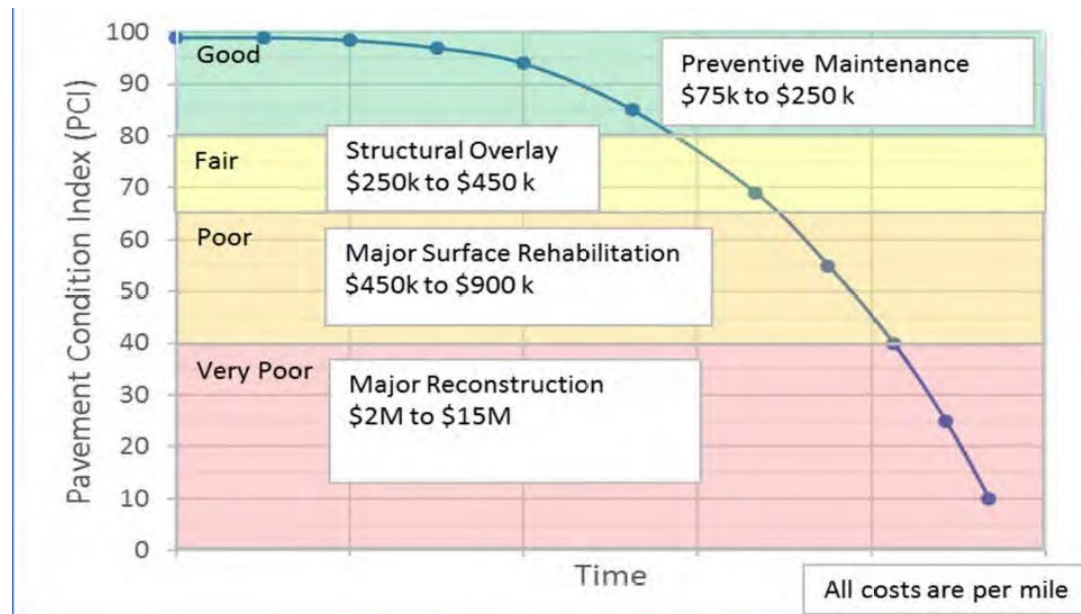
Morristown Paved Roads and Sidewalks

Bridge and Infrastructure Fund

Year 2 of 5 Year Plan

GPI - A Pavement Condition and Network Level Analysis

“The strategy of fixing the roads in very poor condition instead of preserving good roads is known as the worst-first approach and generally regarded as the least cost-effective strategy. The explanation for this is that the roads are allowed to deteriorate until they are very poor and then spend large sums to make repairs rather than smaller expenditures that keep the road in good condition for a longer period of time. The common analogy is changing the oil in your car is more cost effective that waiting for the engine to seize and replacing the engine.”



Paved Roads

- We have 36.8 Miles of paved roads
- In 2025 we paved 3.8 Miles
- We still have 15.6 Miles in Poor to Very Poor Condition
- If we pave roughly 4 miles a year, we can catch up in 4 more years

Paving Option 1 - Reclaim Lower Elmore Mtn.

Street Name	Length in Miles	Length in FT	Reclaim/Mill	Pave	Total	Description
Randolph Rd - RTE 100 to Fitzgerald	1.40	7392		\$168,023.12	\$168,023.12	1/2" Shim 1 1/2" Overlay
Bridge St - Favreau to 100		800.00	\$1,333.33	\$23,143.68	\$24,477.01	Mill 1 Lane, 1/2" Shim, 1 1/2" Overlay
Bridge St - 100 to Cadys Falls Bridge	0.50	2640.00	\$2,777.78	\$65,463.55	\$68,241.33	Mill Bridge, 1/2" Shim 1 1/2" Overlay
Needle Eye Rd	0.90	4752.00	\$23,232.00	\$216,029.72	\$239,261.72	Reclaim, 2.5" Base, 1.5" Top
Sunset Dr	0.20	1200.00		\$27,276.48	\$27,276.48	1/2" Shim 1 1/2" Overlay
Demars Rd		850.00		\$19,320.84	\$19,320.84	1/2" Shim 1 1/2" Overlay
Lower Elmore Mountain Rd - Rte 12- Joint	0.50	2640.00		\$60,008.26	\$60,008.26	1/2" Shim 1 1/2" Overlay
Lower Elmore Mountain Rd - Joint to Gravel*	0.80	4224.00	\$20,650.67	\$192,026.42	\$212,677.09	Reclaim, 2.5" Base, 1.5" Top
* 1 of 3 options – 15-20 yr fix						
				Total	\$819,285.84	

Paving Option 2 – Shim Lower Elmore Mtn.

Street Name	Length in Miles	Length in FT	Reclaim/Mill	Pave	Total	Description
Randolph Rd - RTE 100 to Fitzgerald	1.40	7392		\$168,023.12	\$168,023.12	1/2" Shim 1 1/2" Overlay
Bridge St - Favreau to 100		800.00	\$1,333.33	\$23,143.68	\$24,477.01	Mill 1 Lane, 1/2" Shim, 1 1/2" Overlay
Bridge St - 100 to Cadys Falls Bridge	0.50	2640.00	\$2,777.78	\$65,463.55	\$68,241.33	Mill Bridge, 1/2" Shim 1 1/2" Overlay
Needle Eye Rd	0.90	4752.00	\$23,232.00	\$216,029.72	\$239,261.72	Relcaim, 2.5" Base, 1.5" Top
Sunset Dr		1200.00		\$27,276.48	\$27,276.48	1/2" Shim 1 1/2" Overlay
Demars Rd		850.00		\$19,320.84	\$19,320.84	1/2" Shim 1 1/2" Overlay
Lower Elmore Mountain Rd - Rte 12- Joint	0.50	2640.00		\$60,008.26	\$60,008.26	1/2" Shim 1 1/2" Overlay
Lower Elmore Mountain Rd - Joint to Gravel	0.80	4224.00		\$120,016.51	\$120,016.51	1" Shim, 1 1/2" Overlay
* Option 2 of 3 – 10-15 yr fix						
				Total	\$726,625.27	

Paving Option 3 – Lower Elmore Mnt to Gravel

Street Name	Length in Miles	Length in FT	Reclaim/Mill	Pave	Total	Description
Randolph Rd - RTE 100 to Fitzgerald	1.40	7392		\$168,023.12	\$168,023.12	1/2" Shim 1 1/2" Overlay
Bridge St - Favreau to 100		800.00	\$1,333.33	\$23,143.68	\$24,477.01	Mill 1 Lane, 1/2" Shim, 1 1/2" Overlay
Bridge St - 100 to Cadys Falls Bridge	0.50	2640.00	\$2,777.78	\$65,463.55	\$68,241.33	Mill Bridge, 1/2" Shim 1 1/2" Overlay
Needle Eye Rd	0.90	4752.00	\$23,232.00	\$216,029.72	\$239,261.72	Relcaim, 2.5" Base, 1.5" Top
Sunset Dr		1200.00		\$27,276.48	\$27,276.48	1/2" Shim 1 1/2" Overlay
Demars Rd		850.00		\$19,320.84	\$19,320.84	1/2" Shim 1 1/2" Overlay
Lower Elmore Mountain Rd - Rte 12- Joint	0.50	2640.00		\$60,008.26	\$60,008.26	1/2" Shim 1 1/2" Overlay
Lower Elmore Mountain Rd - Joint to Gravel*	0.80	4224.00	\$20,650.67		\$20,650.67	Reclaim Only, Leave Gravel
Option 3 – Easy to maintain in good condition Most Cost Effective – Savings of \$192,027						
				Total	\$627,259.42	

Sidewalks

- We have about 47,000', or 9 Miles of Sidewalk
- In 2025 we replaced 1,100' of sidewalk
- 6,000' is still in very poor condition
- If we replace 1,500' per year, we can catch up in 4 more years

Sidewalks

- 2025 VTrans Small Scale Bicycle/Pedestrian Grant Program
 - 800' of new curb and sidewalk on Elmore St.
 - Grant Total - \$150,000
 - Town Match – 50% - \$75,000
 - In-Kind : \$25,000 Removing old sidewalk, and prepping for contractor
 - In-House work by Highway Department, similar to Court and East High St.
 - Out of B&I - **\$50,000**
- Replacement done with Town Crews
 - 700' of sidewalk replaced by town crews
 - Out of B&I - **\$25,000**
- Why such different costs for similar lengths?

Bridge and Infrastructure Fund Balance

<u>Project Description</u>	<u>Cost</u>	<u>Grant</u>	<u>Other Contributions</u>	<u>Out of B&I</u>	<u>B&I Balance</u>
Current Balance					\$740,971
2025 Paving	\$692,018	\$134,675	\$13,239	\$544,104	\$196,867
Favreau Bridge Painting*	\$286,080	\$200,000		\$86,080	\$110,787
2026 Paving	\$627,259	Class 2 Roadways		\$627,259	-\$516,472
2026 Sidewalks	\$175,000	\$75,000	\$25,000	\$75,000	-\$591,472

- Currently negotiating 2025 Paving Bill
- Currently working RFP on Bridge Painting
- Applying for \$200,000 in Class 2 Roadways Grant for 2026 Paving

Bridge and Infrastructure Fund Balance

- Reducing the Bridge and Infrastructure Fund to \$0 leaves us in a vulnerable position
 - Planning a \$50,000 balance after debits leaves us an insurance policy, and a start to 2027
- Adding \$641,472 to the Bridge and Infrastructure Fund, and utilizing \$275,000 in secured grants would allow for us to meet these goals
 - Pave 4.6 Miles of Road
 - Replace 1500' of Sidewalk
 - Paint the Favreau Bridge
- Last year voters approved 2 cents on the dollar
 - In FY 25/26 that raised \$233,500
 - Based on FY 25/26 Grand List, it would take 5.5 cents on the dollar to raise \$642,125

Time Frames

- Communities that plan ahead and have reserve funds available at the start of the year, obtain more competitive prices.
- Because voter approval isn't granted until March, contractors have time to secure other work. This limits competition and inevitably **drives up project prices.**
- If we had reserve funds available and could go out for bid out in January-February, we would likely receive lower prices.



Memo

To: Morristown Select Board
CC: Brent Raymond, Judi Alberi
From: Kevin Petrochko
Date: 11/12/25
Re: Budget & Local Options Tax spread sheet

A few notes regarding the spreadsheet to be reviewed as part of the Select Board meeting on November 17, 2025:

The accompanying document is a compilation of towns chosen for either their proximity to Morristown or their similarity in population. This spreadsheet is intended to help in comparing characteristics, services, costs, and ways to meet those costs.

The first portion of the spreadsheet is a list of the towns of Lamoille County (regardless of their size). The second section includes towns of nearby Franklin County, and the last section is towns and cities of 4,000+ population in various counties across Vermont.

Grand list figures have been compiled to help readers understand the town property valuations, along with CLA and Municipal Tax rate columns. It's important to note that although CLA is not used directly as an adjustment factor with Municipal rates (like it is with Education Taxes), it gives the reader an idea of what the municipal rate is based on, to meet the needed budget amount.

For example, the tax rate to meet a hypothetical budget of \$10,000,000 on a town with a \$1,000,000,000 grand list, that was just reappraised and is now 100% CLA, will be a very different number than that same town with the same budget, if the CLA was 58% (Grand List of \$580,000,000). Many of the listed towns would have very different Municipal rates if they were up to date on their market values, but as market conditions change, town values inevitably drift. Although Morristown just had a town-wide reappraisal in 2023, many of these towns (especially those having CLA figures of 60-80%) need an update to be more accurate in their market values.

When it comes to a few of the costs across the towns, additional columns to the right include information on what services each town may offer regarding Fire, Police and EMS. I have also included a column to list the miles of roadway that each of these towns is responsible for maintaining (excluding any State Highways within each town). There is a large difference in some cases, and this is a direct factor in Municipal costs and their resulting rates.

Lastly, I have included columns to express which towns have implemented Local Options Taxes, which ones they levy and historical information as to when they started these.

I hope this information is helpful to the Board as it weighs out decisions ahead. ~KMP

LOT Data for Morristown VT

Sales Tax: 2024

Gross Sales - \$ 394,620,719.00

Retail Sales - \$ 136,211,344.00

X 1% = \$ 1,362,113.44

X 75% Town Share = **\$ 1,021,585.08** (3% increase over 2023)

Meals Tax: 2024

Gross Sales - \$ 20,625,426.00

X 1% = 206,254.26

X 75% Town Share = **\$ 154,690.70** (2% increase over 2023)

Alcohol Tax: 2024

Gross Sales - \$1,737,578.00

X 1% = \$17,375.78

X 75% Town Share = **\$ 13,031.84** (3.9% increase over 2023)

Rooms Tax: 2019*

Gross Sales - \$1,111,006.00

X 1% = 11,110.06

X 75% Town Share = **\$8332.55**

*2020 State stopped reporting data for towns with less than 10 businesses

*STR's are grouped into one filling hence <10

*2020 was an anomaly due to COVID. The reported Rooms Tax generated \$680,320.00.

*Current rooms probably twice or more what 2020 was

All told, the aggregate LOT taxes in 2024 would have paid the Town of Morristown \$ 1,189,307.762 not including Rooms Tax.

- That amount of money through property tax would ~10.25 cents.