



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

On Zoom and at 43 Portland St. Morrisville, VT 05661
5:30 PM Monday, March 16, 2026

[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 3-4-26
2. Approve minutes of 3-9-26

V. 5:50PM - NEW BUSINESS

1. Approve Architectural & Engineering Services for Morristown Emergency Response Station with Wiemann Lamphere Architects
2. Approve and sign new road and road name "Juniper Meadow"
3. Consideration of Coin Drop on Brooklyn Street April 17th
4. Consideration of MOU for EMS transport from The Manor to Copley Hospital
5. Discuss formation of a Recreation Committee
6. Discuss formation of a Trails Committee
7. Muddy Moose survey results - Adele Taplin
8. Discuss reactivation of Charter Committee
9. Approve Lien Discharge- Ashley Wells

VI. 7:00PM - OLD BUSINESS

1. Review and approve amendments to Rules of Procedure

VII. 7:10PM - APPROVE WARRANTS

VIII. 7:12PM - SCHEDULE

1. Monday, April 6, 2026 - SB Meeting - 5:30PM
Monday, April 20, 2026 - SB Meeting - 5:30PM

IX. 7:15PM - OTHER BUSINESS

1. Executive Session - Legal & Labor relations

X. 7:45PM - ADJOURN



**SELECTBOARD MEETING MINUTES
OF MARCH 4, 2026**

Members: Don McDowell, Richard Craig, George Cormier, Leah Hollenberger, Rose Belanger

Absent:

ADMINISTRATION and STAFF: Brent Raymond, Town Manager; Judi Alberi, Executive Assistant; Adele Taplin*, ECDD

PARTICIPANTS/GUESTS: Ron Stancliff, Jerry & Evelyn Throne, Jamie Jaret, Tasha Wallis, Carol Lauber, Charles Cooley, Gary Mercy, Hilary Warner, David Durand, Martin Green

**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 - AGENDA CHANGES/ADDITIONS

Don welcomed the new member, Rose Belanger, to the Selectboard.

Correction to agenda #8 from Local Underwriting Review Board to Land Use Review Board. Change the agenda to reverse the order of item #5 and item #6.

5:33PM - COMMUNITY COMMENTS

None

5:47PM - APPROVE MINUTES

1. Approve minutes 2-17-26

Motion made by Richard Craig to approve the minutes of 2/17/26. Motion seconded by George Cormier. Motion carried. (5/0)

5:50PM - NEW BUSINESS

1. Elect Chair

Motion made by George Cormier to nominate Don McDowell as Chair. Motion seconded by Leah Hollenberger. Motion carried (4/0/1). Don McDowell abstained.

2. Elect Vice-Chair

Motion made by Leah Hollenberger to nominate Richard Craig to Vice Chair. Motion seconded by George Cormier. Motion carried (4/0/1). Richard Craig abstained.

3. Set regular meeting schedule

Motion made by Leah Hollenberger to hold the Selectboard meetings on the first and third Mondays of the month at 5:30 PM. Motion seconded by Richard Craig. Motion carried (5/0).

4. Town Appointments

Town appointments were presented to the Selectboard as part of the annual reappointment process. Everyone being considered has confirmed their interest in continuing to serve or being newly appointed. In accordance with the rules of procedure for jointly appointed boards, any appointments to the DRB or PC must first be interviewed by those respective boards before coming to the Selectboard for appointment. Any vacant positions that remain unfilled will be advertised by the administration. Don thanked all the nominees for filling these positions. George Cormier questioned the agent to convey property for Dennis Smith and Joie Marshall, as the Town is now managing all cemeteries. It is nice to have them involved as backups to the sexton.

Motion made by Richard Craig to appoint all the nominees to the Town Appointments and all the nominees to the Boards/Councils as presented. Motion seconded by George Cormier. Motion carried (5/0).

5. Set locations for posting meeting notices

Discussion was held regarding the locations for posting meeting notices. In addition to the official posting sites, notices could also be shared on Front Porch Forum as an extra means of public outreach; however, it was noted that this would not constitute an official posting since the Town cannot control the publication of notices on that platform.

Motion made by Richard Craig to set the town's location for posting meeting notices in or near the municipal office, Morrisville Post Office, Morristown Centennial Library, and the town website. Motion seconded by George Cormier. Motion carried (5/0).

Motion made by Richard Craig to set the town's newspaper of record as the News and Citizen. Motion seconded by Leah Hollenberger. Motion carried (5/0).

6. Rules of Procedure Amendments

Motion made by Richard Craig to adopt the Selectboard's Rules of Procedure as presented. Motion seconded by Leah Hollenberger. Motions were retracted due to amendments and a final document being presented for consideration March 16th.

Discussion followed with a request that the members of the selectboard's meeting packets be available earlier than Friday. Judi noted that the members' iPads have the information as soon as the agenda is created. Agendas and attachments can be accessed at the iPad board portal. Richard requested that public participation in the meetings begin with the individual speaking his/her name and the town of residence. This is for informational purposes, rather than permission to speak.

7. Certificate - No Appeal or Suit Pending

Motion made by Richard Craig to approve and sign the Certificate – No appeal or suit pending as presented. Motion seconded by George Cormier. Motion carried (5/0).

8. Authorization for the Town of Morristown to submit a request for Tier 1B designation through the Lamoille County Planning Commission (LCPC) to the Land Use Review Board (LURB).

Tasha Wallis, Executive Director of the Lamoille County Planning Commission (LCPC), provided an

overview of the Tier 1B designation, explaining that it would grant Act 250 exemptions for housing developments with fewer than 50 units on less than 10 acres, thereby simplifying the process. Don noted that he received a letter of endorsement for adopting Tier 1B from the Planning Commission chair, Etienne Hancock. The Selectboard expressed support for moving forward with Tier 1B, noting that ongoing zoning bylaw revisions addressed legal counsel's concerns and would not represent a barrier to the community's ability to create affordable housing that meets local standards. Brent thanked the LCPC for their time in assisting.

Motion made by Richard Craig to approve and authorize Chair Don McDowell to sign the Municipal Request for Tier 1B Area Designation. Motion seconded by Leah Hollenberger. Motion carried (5/0).

9. Trails Committee Discussion for Muddy Moose Donation and Area Trails

The board discussed the potential acquisition of the Muddy Moose property from Stowe Land Trust, which would include \$87,000 for trail maintenance over five years. The discussion concluded with a broader conversation about establishing a trails committee to formalize and manage the town's extensive trail system, even though questions remained about whether trails should be treated as a separate entity or as part of a broader recreation program. Adele Taplin, Economic and Community Development Director, explained that a survey about the Muddy Moose property would help gauge community interest and could serve as a catalyst for broader trail development. Jerry Throne, Chair of the Conservation Commission noted that this had been an ongoing discussion and would be further addressed at their next meeting on March 19th. Concerns were raised about parking issues and safety, particularly regarding the Muddy Moose property, with residents expressing concerns about overnight camping and limited parking space. Future cost and labor for trail maintenance were topics for further discussion.

6:40PM - OLD BUSINESS

None

6:42PM - APPROVE WARRANTS

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

6:45PM - SCHEDULE

- 1. Monday, March 16, 2026- SB Meeting - 5:30PM**
Monday, April 6, 2026 - SB Meeting - 5:30PM

6:50PM - OTHER BUSINESS

Leah spoke for the Selectboard when she welcomed the new member, Rose Belanger, and thanked Laura Streets for her many years of committee work and service to the town. She also thanked all the town's people who voted and the election volunteers.

6:55PM - ADJOURN

Motion made by Richard Caig to adjourn. Motion seconded by George Cormier. Motion carried. (5/0)

Meeting adjourned at 6:55 pm
Submitted and filed this 3/5/26.
Bonnie McDermott, Scribe

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



SELECTBOARD MEETING MINUTES OF MARCH 9, 2026

Members: Don McDowell*, Richard Craig, George Cormier, Leah Hollenberger, Rose Belanger

Absent:

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

PARTICIPANTS/GUESTS: Tyler Mumley (Mumley Engineering), Dale Touchette, Chris Demars, Wallace Reed, Dan McLaughlin, Leah Bronner, Deb Dever, Julia Compagna, Tracy Rogalski, Kristin Fogdall*, Kate Greenmun*, Lee Lebrrie, Jerry Throne*

**participating via Zoom*

5:30PM - CALL SELECTBOARD MEETING TO ORDER

Richard Craig called the Selectboard Meeting to order at 5:30 PM at the Tegu Building.
Don McDowell joined the meeting via zoom for the first 30 mins.

5:31PM - AGENDA CHANGES/ADDITIONS

Add Community Comments after the Agenda Changes.
Community Comments- None

5:32PM - COMMUNITY COMMENTS

5:32PM - NEW BUSINESS

1. Update on Jersey Heights three-acre rule stormwater project - Tyler Mumley

The Morristown Special Selectboard meeting focused on discussing an update regarding the Jersey Heights 3-acre stormwater project. Brent Raymond and Tyler Mumley (of Mumley Engineering) explained that the project had encountered significant hurdles with the state (ANR/DEC), specifically a four-month delay followed by an unexpected requirement for a heavy-duty liner. The liner requirement combined with water level led to a recommendation from the liner manufacturer that a three-foot-thick concrete slab be installed to control buoyancy. These mandates drove the estimated construction cost of the original underground chamber system toward \$600,000, making it cost-prohibitive, difficult to construct and its reliability questionable.

In response to these challenges, the team presented a new proposal for a Tier 2 gravel wetland system, which ANR/DEC has verbally approved. This alternative will capture approximately 25% of the impervious surface runoff, which is less than the 50% threshold previously sought. Because of this lower capture rate, the town will be required to pay a one-time state impact fee of approximately \$60,000. Despite this fee, the gravel wetland is expected to be a significantly more cost-effective solution than the \$600,000 chamber system, as it requires a shallower 8-foot excavation rather than the 20-foot depth previously planned. More concrete cost estimates for the gravel wetland will soon be available once the engineering plans and specs are finalized.

The technical design of the gravel wetland includes a sediment forebay to collect dirt and gravel from road runoff, which will require periodic dredging every two to three years. The system also features an overflow bypass to manage larger storm events. Once constructed, the area is intended to look like a naturally vegetated field, with the water table typically maintained six inches below the surface to prevent a "swampy" appearance or standing water. The town will be required to perform annual inspections every spring to ensure all pipes, catch basins, and structures are functioning correctly.

A sense of urgency dominated the discussion because the \$316,000 in ARPA grant funds must be fully utilized by September month end 2026. This requires an aggressive Request for Proposal (RFP) process to begin immediately to ensure construction can start in early summer 2026. The new design also simplifies the legal process, reducing the required easements from 36 to roughly 18. Notably, the developer, Howard Manosh, has verbally agreed to transfer the parcel that the stormwater solution will be located on to the town, which will facilitate long-term maintenance.

During the public comment portion of the meeting, residents raised concerns about property values, cost, aesthetics, and safety for children. Specific concerns regarding sidewalk erosion on Foss Street were noted, and Tyler Mumley agreed to evaluate these issues further. While the exact final costs are still being calculated, it was noted that approximately \$60,000 has been spent on engineering to date, leaving roughly \$250,000 for construction. The Town Manager emphasized that this path is the most fiducially responsible way to protect property deeds from potential state enforcement actions. The meeting concluded with a commitment to share finalized cost estimates with residents as soon as they are ready.

6:30PM - ADJOURN

Motion made by Leah Hollenberger to adjourn. Motion seconded by George Cormier. Motion carried. (4/0)

Meeting adjourned at 7:40 pm
Submitted and filed this 3/9/26.
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: Chief Jason Luneau

Date: March 11, 2026

Subject: Recommendation for Selection of Architectural Firm – Public Safety Building Site Evaluation Project

Following the Town's Request for Proposals (RFP) process for architectural and engineering services related to the evaluation of potential sites for a future Morristown Public Safety Building, the review committee has completed its evaluation of the submitted proposals and interview process.

A total of nine firms submitted proposals for this project. The proposals varied significantly in terms of cost, with the lowest proposal totaling \$27,365 and the highest proposal totaling \$77,400. After reviewing qualifications, experience, project understanding and approach, budget and timeline, creativity, and overall quality, the committee is recommending the selection of Weimann & Lamphere Architects, whose proposal totaled \$45,350, to complete the site evaluation and associated architectural services.

The review committee consisted of Police Chief Jason Luneau, Town Manager Brent Raymond, Economic Development Coordinator Adele Taplin, and RCAP Solutions consultant Madison Wellman. Each member independently reviewed the submitted proposals and participated in the evaluation and discussion process prior to making this recommendation.

Several factors led to this recommendation.

First, Weimann & Lamphere demonstrated significant experience in the planning and design of municipal and public safety facilities. Their portfolio reflects a strong understanding of the operational requirements of police and fire departments, as well as the importance of designing facilities that support long-term community growth and evolving service needs.

Second, their proposal outlined a clear and structured approach to evaluating potential sites. Their process emphasizes identifying site constraints, infrastructure needs, permitting considerations, and long-term development potential. This methodical approach will help



ensure the Selectboard and community have the information necessary to make an informed decision regarding the most suitable location for a future public safety facility.

Third, the committee was impressed with their ability to communicate complex planning and engineering considerations in a way that is accessible to municipal leaders and the public. Their experience working with small and mid-sized Vermont communities will be valuable as this project moves forward and as the Town engages residents in the planning process.

Finally, Weimann & Lamphere presented a strong project team and demonstrated a collaborative approach to working with Town staff, public safety departments, and community stakeholders. Their familiarity with Vermont permitting, site planning challenges, and municipal project development was a significant advantage.

The proposed scope of work will focus on evaluating four potential sites identified by the Town, identifying site opportunities and constraints, and providing the Selectboard with the technical information necessary to determine which location is best suited for a future combined police and fire facility.

Based on the qualifications, experience, overall proposal, and competitive cost, the review committee believes that Weimann & Lamphere Architects are well positioned to assist the Town in this important early phase of the public safety building project.

Approval from the Selectboard will allow the Town to move forward with finalizing the agreement and beginning the site evaluation work.

Please let me know if you would like any additional information prior to the March 16th meeting.

Respectfully,

Chief Jason Luneau



PROPOSAL FOR

**MORRISTOWN EMERGENCY RESPONSE
STATION**

PREPARED BY WIEMANN LAMPHERE ARCHITECTS





Proposal for Morristown Emergency Response Station, Morrisville, VT

Jason Luneau, Chief of Police
Town of Morristown

Dear Jason:

It is with great interest and enthusiasm that we submit to you this proposal for the Morristown Emergency Response Station in Morrisville, VT. It is our goal to assist you in making the appropriate decisions for your program needs, both short-term and long-term, while also creating a safe and functional work environment that reflects the Town's vision and values.

At WLA, our approach to projects is a simple one: work as a team, communicate well, build trust, and solve problems while creating practical and sustainable designs. In our experience, projects that have been most successful are those that are developed with a well-articulated, realistic vision, and effective planning. Our goal is to listen to all opinions and goals for the project, develop innovative approaches to real issues, and gather consensus on the best approach forward.

We believe we are well qualified for this project for several reasons:

- Wiemann Lamphere has a long history of **similar projects**, including police stations, fire stations, public safety facilities, detention areas, town garages, and maintenance and repair facilities. Our experience with both Police and Fire facilities puts WLA in a unique position to be able to adequately study the possibility of a shared site.
- We offer you a **team of highly qualified professionals** that are selected to complement each other's talents and provide you with outstanding service from start to finish.
- We are an Architecture firm with roots in the construction industry and **offer practical solutions to problems**.
- Our firm is committed to promoting **sustainable design practices** in all of our projects. Our goal is to develop resilient, efficient, and durable projects that will stand the test of time.
- Wiemann Lamphere Architects has a **history of strong performance**. We meet our deadlines and will do all that we can to make sure we stay within the budget. Our documentation is complete and concise, resulting in fewer change orders. Clients, contractors, and sub-contractors will attest to the quality of our documents, and the professionalism of our staff.

Our entire team will engage closely with both police and fire departments in what we refer to as "mind-breaking" sessions in order to define specific needs while also considering options that may have not been considered. This collaboration process will result in a clear program document called the Owners Project Requirements (OPR), which will serve as the basis of design for the proposed facility. Our team will also provide clear guidance on the functional requirements, including mechanical systems of the facility to provide a comprehensive design which meets the needs of the public safety facility for 50 years.

As you continue through our proposal, we hope you will begin to see the quality and value that WLA can bring to the Town of Morristown. We are a close-knit team of professionals dedicated to serving our clients to the fullest, and providing services that reflect our love of community and the environment.

Please do not hesitate to contact me if you have any questions or require any clarifications. We thank you for this opportunity, and we sincerely look forward to working with you.

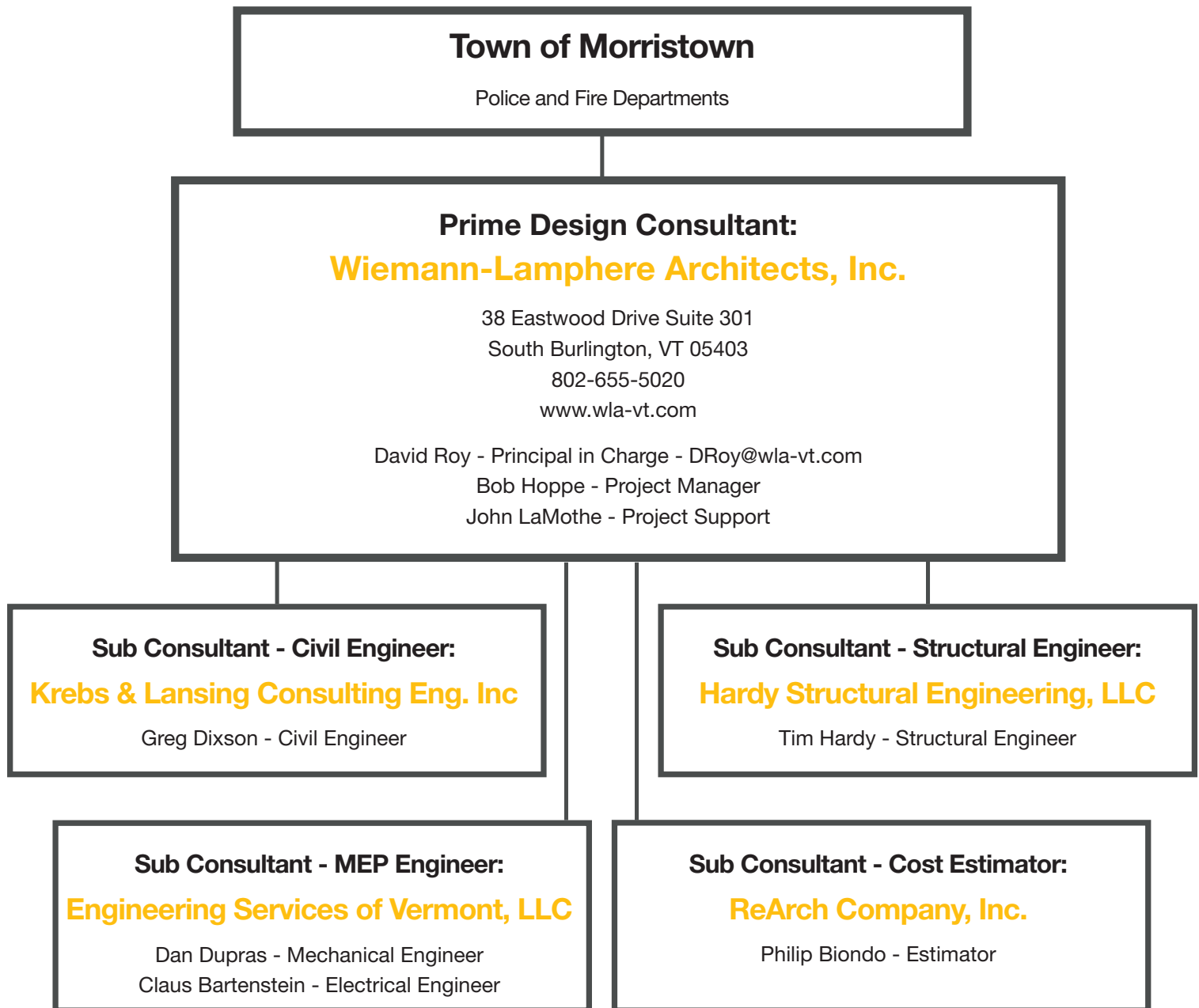
Sincerely,

David Roy, AIA, LEED AP
President, Wiemann Lamphere Architects

www.wla-vt.com

project team.

Below is a diagram of our selected team for this project. These team members have been assembled for their cohesion, cooperation, experience, and history of working together, and we are confident that their combined talents will provide the Town of Morristown with trusted solutions to meet the needs of the project.



project scope & approach.

Our approach begins by understanding your goals, ambitions and expectations, assessing the needs of both departments, and providing options based on known constraints such as budget, schedule, future building expansion possibilities, and site characteristics. We would propose the approach to the project consists of the following activities:

Pre-Design | Move-in / Understand Phase

The Move-In/Understand phase would consist of information gathering to fully understand and define the uniqueness of the operations and the goals of the Town. This phase of the study would include work defined in Task 1 and Task 2 of the RFP and additional tasks as outlined:

- Wiemann Lamphere Architects (WLA) and Krebs and Lansing (K&L) will facilitate meetings with both Police and Fire Departments individually to identify operational and spatial needs, workflow requirements, and shared space opportunities.
- Follow up notes will be provided to memorialize our findings.

At the conclusion of this phase, WLA has gained a strong understanding of your goals for the future, and gathered enough information to help us understand the opportunities and limitations offered by each of the site(s). We're now ready for the Create Phase.

Schematic Design | Create Phase

The Create phase will commence the Conceptual Design process that consists of a continued analysis of the site and program and the development of alternative solutions. During this phase, we will develop and present several alternatives that address the facility's needs. This phase of the study would include work defined in Task 3 of the RFP and additional tasks as outlined:

- WLA will begin an OPR (Owner's Project Requirements) document to list the quantitative and qualitative attributes of the space to be designed. This document will serve to guide the design team and ensure that all requirements are met in the planning and design phases.
- Preliminary permit review to determine what permits are required for each parcel. Possible permits include Town permitting, Potable Water and Wastewater system design (WW permit) Revisions to Operational State Stormwater Permit 9050, Construction State Stormwater Permit, Water supply Construction Permit and Act 250. WLA and K&L will gather and review all available documentation of properties under consideration (up to four) to provide a "base" of information from which to evaluate the site(s). This will include a desktop review of boundaries, LIDAR topography, wetlands, infrastructure etc.
- Our team(s) will visit the site(s) to verify existing conditions, develop a comprehensive evaluation of the site, including all infrastructure (power, water, sewer, telecommunications and easements), as well as site constraints that may affect development (wetlands, slopes and soils).
- WLA and K&L will review zoning requirements of each site and correspondence with Planning and zoning for feedback
- WLA will present and discuss with you site and building design options and concepts that may be incorporated into potential design options.

Each option will factor in these elements:

- Safe and secure vehicle access for each department.
- Workflow and adjacency requirements (both within and between departments).
- Opportunity for shared space (training, mechanical, elevator or stair circulation etc.).
- Vehicle and equipment storage requirements.
- Safety, security, access control, and accessibility requirements.
- Public and secure entries (access) for each department (ballistics ratings as required).
- Secure management of suspects (away from public).
- Define requirements for grading, erosion control stormwater management and parking.
- Storage requirements for vehicles, equipment, evidence, etc.
- Location of mechanical proximate to site services.
- Use of onsite renewable energy.
- Building orientation
- Phasing and logistical concerns during construction.
- Provide recommendations (primary and secondary) for site selection.

Each of the four site options will be presented at the following level of detail (deliverables):

- Program of space needs for each department with square foot requirements.
- Floor plans and elevations that describe the proposed layouts.
- Narrative/outline that describes the key features, unique attributes, and challenges of each design.
- Site plans, indicating setbacks, wetlands, stormwater, curb cuts, circulation, parking and security requirements.
- Concept sketches and imagery that feature highlighted parts of the design.
- Estimate of probable cost. (Building concept and four sites)

MEETING: Review the study with ALL parties to assure objectives are met.

PUBLIC MEETING(S): Public Presentation to Selectboard and up to three public presentations.

(See Demonstrating Value to Voters)

The Schematic Design portion of the Create phase will conclude with the presentations of the options developed. After review and discussion of each option with you, one of the options will be selected, or an additional hybrid scheme will emerge as the preferred solution. At this point, the team has worked with Police and Fire Departments to develop a project concept that meets all the stated goals. The next phase will be to demonstrate the value and importance of the project to the voters.

DEMONSTRATING VALUE TO THE VOTERS



WLA understands that one of the most important parts of a municipal project is getting voter approval. Without it, a project is just lines on paper. WLA has worked on dozens of municipal projects and works hard to make sure the result is a positive vote and a project that moves forward. WLA will play an important role in this phase of the work and has included the following scope:

Please note that this scope is not requested within the RFP, but WLA is one of the most important ways our team can assist.

- WLA will develop PowerPoint presentations that define the project to the residents and outline the reasons why the project is important for the community and address any frequently asked questions that may arise.
 - Why is the project needed?
 - What is insufficient about the current facilities?
 - What is proposed for the new building?
 - How much will the project cost and how does that translate to my taxes?
 - When will the project happen?
- WLA will assist with the development of mailers or flyers to advertise the project. It is crucial to spread the word about the project to keep the public informed with just the facts.
- WLA will attend and present at public hearings as required. (Typically, up to three hearings are set at various times/days.)

Project Delivery

After project approval, it will be important to discuss and identify the construction procurement method that is best for the project. WLA has extensive experience with all models of project delivery and will assist Morristown with selection of a project delivery type. As an example, if the method selected is a Construction Management approach, WLA will prepare a custom template for CM Requests for Proposals (RFP's) and help lead the selection process by performing the following tasks:

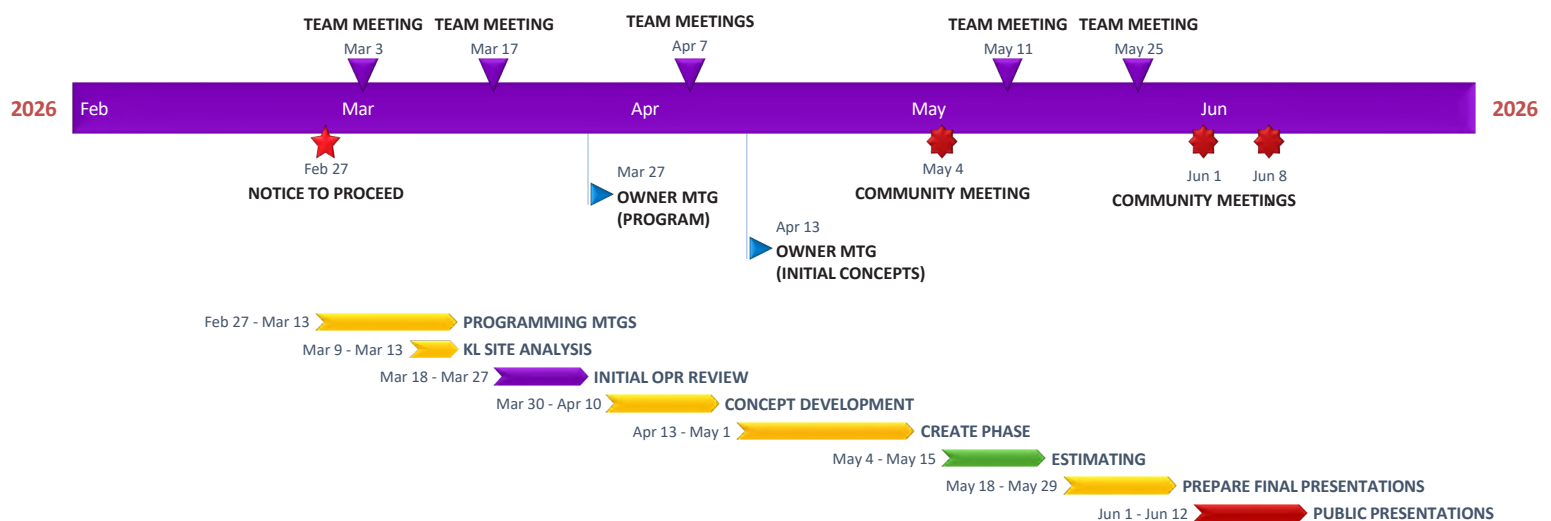
- Develop a CM RFP specific to the needs of this project.
- Create a rating sheet for committee use to evaluate proposals received.
- Meet with project committee to review proposals and select short-listed Construction Managers.
- Attend interviews of short-listed CM's and assist with selection.

Additional phases will commence upon Bond Approval by the Morristown voters.

project schedule.

Staffing Resources and Schedule

Each project that WLA undertakes requires staffing resources and a great deal of time management. At WLA, we are always aware of our impending workload and will only accept a project with the knowledge that the schedule is achievable and adequate resources are available to place on the project. Each week, our full team is assembled in order to go over the week's plans to make sure all staff are well supported and everyone is geared up for a productive week. At WLA, we do not require overtime of our staff, nor do we adjust the size of our staff up or down based on individual projects. Our goal is to maintain and develop our staff in a friendly and flexible environment, and this has helped us to maintain staffing levels at a very even keel for the past several years while meeting the goals and needs of our clients. Our ability to look ahead and plan upcoming needs allows us to ensure work stays on schedule. By selecting WLA, you can be confident that you will receive the attention and priority that you deserve, and the schedule as listed below and within the RFP will be maintained..



In full transparency, I will be away on a family vacation from March 9-13. We have arranged the schedule around this leave. My team and consultants are extraordinarily professional and will be able to carry the project in my partial absence. My business partner Steve Roy who also has much experience with Police and Fire Stations will be available in person during this time period. Please note that I will still be available via phone or email at ANY time during my vacation to discuss any aspect of the project.

project budget.

The following is our cost proposal for the scope of work necessary and as described in our proposal submission to execute the services as outlined in the RFP. Reimbursable expenses include traveling, meals, prints, etc and will be billed as accrued. We've included an option for structural, mechanical and electrical guidance as it's not required as part of the base scope in this initial phase of design but can provide better guidance for estimating if that is desired.

Complete Architectural + Engineering Services

Architectural WLA	\$27,600.00
Civil Engineering K&L	\$15,900.00
Cost Estimating ReArch	\$8,000.00
Estimated Reimbursable Expenses	\$800.00
Total Fixed =	\$51,500.00

Optional Structural and MEP Guidance

Structural HSE	\$2,680.00
Mechanical & Electrical ESVT	\$4,440.00
Total Optional =	\$7,120.00

Consultants Mark-up	10%
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Deliverables:

All documentation will be provided in PDF format. Large format prints will be provided for team meetings as necessary.

Exclusions:

Civil Engineering; Structural Engineering; MEP Engineering; Hazardous Material Testing and Remediation; Testing and Inspection Services; Building, Envelope & MEP Commissioning; LEED or other 3rd party certification process or energy modeling; Pre-Engineered Metal Building design; Fire Protection Design-Build Consultant and Performance Specification; Acoustical Consultant; Utility and Permit fees; Traffic Study; Design or coordination related to contaminated soils; Design of Solar PV & Wind renewable energy systems; Design of access control or security systems; Printing of bid sets for contractors; Topographic survey of the site; Excavation of test pits; Site power and communications systems; Wetland delineation; Environmental site assessments; Detailed landscape design; Permit application fees; Material testing during construction; Energy modeling & embodied carbon calculations; Cost estimating.

DESIGN TEAM HOURS AND FEE PER PHASE

TEAM MEMBERS	Average/Blended Hourly rate	Programming		Schematic Design		Design Dev		Const Docs		Permitting		Bidding		Administration		Fees	Reimb. Exp.
		Fee	Hours	Fee	Hours	Fee	Hours	Fee	Hours	Fee	Hours	Fee	Hours	Fee	Hours		
Architectural																	
David Roy	\$170.00	\$2,560.00	16	\$5,120.00	32	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0		
Bob Hoppe	\$150.00	\$1,120.00	8	\$8,960.00	64	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0		
John LaMothe	\$150.00	\$1,120.00	8	\$5,600.00	40	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0		
Ken Labas	\$140.00			\$0.00	0	\$0.00	0	\$0.00	0			\$0.00	0	\$0.00	0		
Design Staff	\$125.00			\$3,120.00	24	\$0.00	0	\$0.00	0								
Kristen Guilette	\$145.00					\$0.00	0	\$0.00	0					\$0.00	0		
		\$4,800.00		\$22,800.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00		\$27,600.00	\$500.00
Civil																	
Greg Dixon	\$150.00	\$2,400.00	16	\$10,500.00	70	\$0.00	0	\$0.00	0	\$3,000.00	20	\$0.00	0	\$0.00	0		
		\$2,400.00		\$10,500.00		\$0.00		\$0.00		\$3,000.00		\$0.00		\$0.00		\$15,900.00	\$300.00
Structural																	
Tim Hardy	\$175.00			\$1,400.00	8	\$0.00	0	\$0.00	0			\$0.00	0	\$0.00	0		
Clovis Derocher	\$160.00			\$1,280.00	8	\$0.00	0	\$0.00	0			\$0.00	0	\$0.00	0		
		\$0.00		\$2,680.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00		\$2,680.00	\$0.00
MEP																	
Sr. M/P Engineer	\$185.00	\$0.00	0	\$2,220.00	12	\$0.00	0	\$0.00	0			\$0.00	0	\$0.00	0		
Jr. M/P Engineer	\$120.00	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0			\$0.00	0	\$0.00	0		
Sr. Elec. Engineer	\$185.00	\$0.00	0	\$2,220.00	12	\$0.00	0	\$0.00	0			\$0.00	0	\$0.00	0		
Jr. Elec. Engineer	\$120.00	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0			\$0.00	0	\$0.00	0		
		\$0.00	0	\$4,440	24	\$0	0	\$0	0			\$0.00	116	\$0	0	\$4,440	\$0.00
Commissioning																	
Submittal Exchange																\$0	\$0.00
Cost Estimating	\$200.00			\$8,000.00	40											\$8,000.00	\$800.00
		\$7,200.00		\$51,420.00		\$0.00		\$0.00		\$3,000.00		\$0.00		\$0.00		\$58,620.00	\$800.00
Percentage		12.12%		86.54%		0.00%		0.00%		0.00%		0.00%		0.00%		0.00%	1.35%
																\$59,420.00	\$59,420.00

2026 hourly rate schedules.

Wiemann-Lamphere Architects, Inc.

Principal	\$170 / hour
Design Director	\$170 / hour
Senior Project Manager	\$150 / hour
Interior Design Manager	\$145 / hour
Project Manager	\$140 / hour
Design Staff II	\$125 / hour
Design Staff I	\$115 / hour
Clerical	\$75 / hour
Sub-Consultants	at cost + 10%
Reimbursable Expenses	at cost + 10%

Krebs & Lansing Consulting Engineers, Inc.

Principal	\$175 / hour
Senior Engineer / Senior Surveyor	\$150 / hour
Engineer / Surveyor	\$130 / hour
Senior Licensed Designer	\$130 / hour
Staff Engineer / Licensed Designer	\$110 / hour
Senior Technician	\$95 / hour
Technician	\$90 / hour
Administrative Assistant	\$75 / hour
Survey Crew	\$150 / hour
GPS / Robot	\$110 / hour
Reimbursable Expenses	at cost + 15%

Hardy Structural Engineering, LLC

Principal Structural Engineer	\$180 / hour
Structural Engineer (PE)	\$160 / hour
Structural Engineer (EIT)	\$108 / hour
Sr. Revit/CAD Technician	\$103 / hour
Revit/CAD Technician	\$85 / hour
Reimbursable Expenses	at cost + 10%

Engineering Services of Vermont, LLC

Engineer	\$175 / hour
Senior Design Engineer	\$140 / hour
Design Engineer	\$120 / hour
Technical Assistant	\$100 / hour
Administrative Assistant	\$75 / hour
Reimbursable Expenses	at cost

ReArch Company, Inc.

Cost Estimator	\$200 / hour
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Additional Services:

Additional services shall be invoiced at the above rates and will be requested prior to proceeding. Instances subject to additional services may include design work caused by value engineering after construction documents are complete, changes in original scope, and design work caused by errors in construction by the contractor.

about us.



Comprehensive Architectural and Interior Design Services

*Feasibility Studies - Master Planning - Programming and Space Planning - Permitting - 3D Visualization and Virtual Reality
Construction Contract Administration - Code Compliance Evaluation - Post-Occupancy Evaluation*

Wiemann-Lamphere Architects, Inc. (WLA) has been a leader and innovator in the architectural design community since 1971. We provide our clients with high quality, comprehensive architectural solutions to meet their building needs. We operate with the mind-set that everyone is entitled to live, work, learn, and play in spaces that are beautiful, functional, efficient, affordable, and sustainable.

We are dedicated to creating strong and enduring client relationships, always taking our client's philosophy, programmatic requirements, and specific site characteristics into consideration to shape the basis of our designs, lending each project its own unique identity. Every project is treated as an opportunity to exceed our client's expectations.

With a 55-year history of successful projects, the firm is led by principals David Roy, Steven Roy, and Kelley DesRoches. They, along with design director Michael Minadeo, are building on a solid foundation of quality projects while continuing to provide leading edge, dynamic and sustainable architecture for today's world.

55 Years in Existence

17 Team Members

5 LEED Accredited Professionals

6 State Registrations

Contact Information

President:

David Roy, droy@wla-vt.com, Direct Line: 802-861-0438

Vice President:

Steven Roy, sroy@wla-vt.com, Direct Line: 802-861-0436

Vice President:

Kelley DesRoches, kdesroches@wla-vt.com, Direct Line: 802-861-0444

Registered In:

Vermont, New Hampshire, Connecticut, Maine, New York, Massachusetts

Vermont Office:

38 Eastwood Drive Suite 301
South Burlington, VT 05403

New Hampshire Office:

150 Dow Street, 5th Floor
Manchester, NH 03101

www.wla-vt.com



Sustainable Design

At Wiemann Lamphere, sustainability is a core part of our mission. As a firm, we have adopted the 2030 Challenge: a global initiative to lower energy use in the developed world until reaching 100% carbon neutral buildings by the year 2030. Our approach to sustainability includes eliminating the use of fossil fuels for heating and cooling, reducing the use of oil-based products used in the construction, and utilizing materials which have a lower carbon footprint.

Within the office, we have five LEED Accredited Professionals and have administrated over a dozen LEED projects using our own staff. As leaders of the firm, David and Steven Roy have built net-zero energy homes for themselves and Kelley DesRoches has solar installed at her home as well. They also all drive electric vehicles and we have an electric vehicle for other staff members to use as needed. We understand sustainability because we live it, and we have made it our focus to help our clients understand why it matters and how they can be part of the solution.

Most Recent Sustainability Awards:

- Efficiency Vermont's Best of the Best for OnLogic Headquarters, 2025
- Efficiency Vermont's Best of the Best for Bayview Crossing, 2025
- Efficiency Vermont's Best of the Best for South Burlington Public Library + City Hall, 2023
- Efficiency Vermont's Best of the Best for Worthen Library, 2020
- Efficiency Vermont's Commercial New Construction Partner of the Year Award, 2018
- Efficiency Vermont's Best of the Best for Vermont Public Radio Renovation and Addition, 2017
- AGCVT Best Builders Award for Sustainable Green Construction for Vermont Public Radio, 2016
- Sustainable Montpelier 2030 Design Competition Finalist, 2016
- Efficiency Vermont's Best of The Best for Essex Police Headquarters, 2015
- Presentation of Vermont Public Radio at Better Buildings by Design Conference



Award-Winning Sustainable Design: Vermont Public Radio

AIA Vermont's Merit for Excellence in Architecture, 2017

Efficiency Vermont's Best of the Best Award, 2017

AGCVT Best Builders Award for Sustainable Green Construction, 2016

The WLA Mission

At Wiemann Lamphere Architects, our mission is to craft visionary and award winning architecture that strengthens social, economic, and environmental values within our communities through active listening and embracing our clients' goals and aspirations.

our subconsultants.

Krebs & Lansing Consulting Engineers, Inc. (K&L) | Civil Engineering

Krebs and Lansing Consulting Engineers, Inc. has been in business since 1978 and is located at 164 Main Street, Suite 201 in Colchester, Vermont. Their work encompasses many different types of civil site design projects including low to high density residential, commercial, industrial, municipal, and institutional. More specific to this Request for Proposal, they have completed numerous successful Municipal and State facility projects. Work on these projects includes preliminary/schematic design, surveying, site boundary work, design development, Federal/State/Local permitting, construction documentation, assisting with construction bidding, and construction administration.

Hardy Structural Engineering, LLC (HSE) | Structural Engineering

Hardy Structural Engineering, LLC (HSE) is an established and respected structural engineering firm located in Colchester, Vermont. Founded in 2003 by Tim Hardy, PE, a registered structural engineer who has practiced engineering in Vermont since 1995, HSE offers diverse professional experience for institutional, commercial, industrial, and residential projects with the structural design and renovation/rehabilitation of: structural steel, aluminum, light gage steel, reinforced concrete, reinforced masonry, wood/heavy timber, foundations and retaining walls, and Forensic/failure analysis and peer reviews. HSE is a Revit/BIM office with all projects developed with the latest Revit Structure 3-D BIM Software that allows constant integration and coordination with the Architect, Design Consultants, Construction Managers and Sub-Contractors. HSE prides itself in understanding client's needs and providing a responsive and high level of service by means of creative solutions to complex problems while maintaining an emphasis on economy, practicality, and constructability. HSE has been recognized by several contractors as a structural engineering firm willing to work through structural issues in the field with a keen eye for constructability while still maintaining the original structural design intent.

Engineering Services of Vermont, LLC (ESVT) | MEP Engineering

Established in 2010, Engineering Services of Vermont provides engineering and design services in the disciplines of mechanical and electrical building systems. They are experts in HVAC, plumbing, fire protection, lighting, power distribution, communication and alarm systems. They have the capabilities to provide complete engineering, design and support services for any size project from concepts through construction. ESVT is committed to efficiency and sustainability. Sustainable to the Owner, considering energy efficiency, first cost, cost to operate and maintain as well as ease of Ownership over the life of the systems. ESVT has been involved with many efficiency projects, working closely with Efficiency Vermont and other energy partners.

ReArch Company, Inc. (RC) | Cost Estimator

ReArch is a premier construction management and real estate development firm serving Vermont, New Hampshire, and the Northeast. Since 2003, they have built a reputation for ethical business practices, superior customer service, sustainable construction, and strong client advocacy. Specializing in preconstruction, construction management, general contracting, design-build, and development, ReArch is recognized as one of the top construction companies in the region. With offices in South Burlington, VT, and Lebanon and Portsmouth, NH — ReArch is strategically positioned to serve clients across New England with top-tier construction management and development services. Their entrepreneurial mindset, commitment to sustainability, and innovative approach set us apart in the marketplace. Backed by a team of 70+ dedicated professionals, ReArch is committed to exceeding client expectations on every project. Recognized as Vermont's Best General Contractor and a Best Place to Work in Vermont, they prioritize collaboration, communication, and teamwork to ensure successful project outcomes from planning to completion.

resumes of key personnel.



David Roy

President / Architect of Record
R.A., A.I.A., LEED AP

Academic Experience

Kansas State University
Bachelor of Architecture, 1992

Vermont Technical College
Associates Degree in Architecture & Building
Engineering Technology, 1988

Professional Experience

Wiemann Lamphere Architects
Colchester, VT
Principal, June 2001-Present
Architect, October 1994-May 2001

Gossen Livingston Associates
Wichita, KS
May 1992–October 1994
Intern, January–August 1991

Registrations

Vermont No. 2113
New Hampshire No. 4196
Massachusetts No. 32092
Connecticut No. ARI.0014838
NCARB No. 47188
LEED AP

Memberships

American Institute of Architects
South Hero Planning Commission

www.wla-vt.com

Selected Project Experience:

Government/Municipal

- Berlin Town Garage, Berlin, VT
- Grand Isle Library, Grand Isle, VT
- Vermont DPS Regional Office & Garage, Colchester / Williston, VT
- East Montpelier Town Garage, East Montpelier, VT
- Middlesex State Office Complex, Middlesex, VT
- Urban Search and Rescue / Hazmat Planning Study, Colchester, VT
- Essex Town Office & Fire Station, Essex, VT
- Department of Health - Cherry Street, Burlington, VT
- NWSCF Roof Replacement, St Albans, VT
- St Johnsbury Armory / Police & Regional Dispatch, St Johnsbury, VT
- State House Battery Backup Building, Montpelier, VT
- Bayside Recreation Park, Colchester, VT
- CRCF Roof Replacement, South Burlington, VT
- Berlin Public Safety Complex, Berlin, VT
- Town of Georgia Highway Garage, Georgia, VT
- Saint Johnsbury Public Safety Facility Study, Saint Johnsbury, VT
- Grand Isle Library, Grand Isle, VT
- Grand Isle Public Works Building, Grand Isle, VT
- Grand Isle Fire Station, Grand Isle, VT
- South Hero Fire & Rescue, South Hero, VT
- Orleans Superior Court, Newport, VT
- Windsor District Court, White River Junction, VT
- Myers Park Pool, Winooski, VT
- South Hero Worthen Library, South Hero, VT
- Woodside Juvenile Rehabilitation Center, Colchester, VT
- Brattleboro State Office Building, Brattleboro, VT
- Underhill/Jericho Fire Station, Underhill, VT
- White Park Pool, Rutland, VT
- Giorgetti Arena, Rutland, VT
- Milton Public Works, Milton, VT
- Enosburg Fire & Rescue, Enosburg, VT
- Cambridge Fire Station, Jeffersonville, VT
- Shelburne Fire and Rescue Study, Shelburne, VT
- Essex Police Station, Essex, VT
- Windham District Court, Brattleboro, VT

Commercial/Industrial

- NPC Processing, Shelburne, VT
- San Remo Master Plan, South Burlington, VT
- Nolato, South Royalton, VT
- Acrisure, Burlington, VT
- Casella Service Center, Montpelier, VT
- ACSWMD, New Haven, VT
- CVSMD, Montpelier, VT





Robert Hoppe III

Project Manager

R.A., A.I.A., LEED AP

Academic Experience

The State University of New York at Buffalo
Bachelor of Science - Architecture, 2003
Master of Architecture, 2005

Professional Experience

Wiemann Lamphere Architects
South Burlington, VT
June 2017-Present

AES Northeast
Plattsburgh, NY
November 2016-June 2017

Smith Buckley Architects
Burlington, VT
April 2015-August 2016

Bergmann Associates
Rochester, NY (2 years)
Jacksonville, FL (8 years)
May 2005-March 2015

Registrations

Vermont No. 003.0111052
New York No. 039760-1
LEED AP

Memberships

American Institute of Architects

Selected Project Experience:

Government/Municipal

- Grand Isle Library, Grand Isle, VT
- Essex Fire Station, Essex, VT
- NWSCF Door Replacement, St Albans, VT
- Middlesex State Office Complex, Middlesex, VT
- Urban Search and Rescue / Hazmat Planning Study, Colchester, VT
- Westford Town Office Feasibility Study, Westford, VT
- Essex Town Office, Essex, VT
- NWSCF Roof Replacement, St Albans, VT
- St Johnsbury Armory / Police & Regional Dispatch, St Johnsbury, VT
- State House Battery Backup Building, Montpelier, VT
- CRCF Roof Replacement, South Burlington, VT
- Berlin Public Safety Complex, Berlin, VT
- Saint Johnsbury Public Safety Facility Study, Saint Johnsbury, VT
- CRCF / SSCF Therapeutic Bed Renovations, S. Burlington & Springfield, VT
- Grand Isle Library and Town Office, Grand Isle, VT
- South Hero Worthen Library, South Hero, VT
- Orleans Superior Court & State Office Building, Newport, VT
- Windsor Courthouse, White River Junction, VT

Commercial/Industrial

- NCFB Chiller Project, Manchester, NH
- Smokestack Building, Burlington, VT
- Casella, Montpelier, VT
- ACSWMD, New Haven, VT
- CVSMD, Montpelier, VT
- Casella Headquarters Master Plan, Rutland, VT
- Courtland Construction Maintenance Facility, Milton, VT
- Tatro Office, Jeffersonville, VT
- OnLogic, South Burlington, VT
- Green Mountain Transit - Industrial Parkway Master Plan, Burlington VT
- Liquid Measurement Systems Testing Facility, Georgia, VT
- Lake Champlain Transportation - Offices, Grand Isle, VT
- Hungerford Paving - Code Review, St Albans, VT
- Champlain Water District - Admin Building, Burlington, VT
- RIG Insurance, Colchester, VT
- Mascoma Labs, Lebanon, NH
- Green Mountain Transit - Electric Bus Charging, Burlington VT
- Green Mountain Transit - Body Shop, Burlington, VT
- 3JT LLC, Williston, VT
- 2300 St George Road, Williston, VT
- Hickok and Boardman, Burlington, VT
- UTC Tank Retrofit, Vergennes, VT
- LED Dynamics, Randolph, VT
- Dealer Policy, Colchester, VT
- Logic Supply, South Burlington, VT
- Green Mountain Transit - Maintenance Garage, Berlin, VT
- Green Mountain Transit - Berlin Office Headquarters, Berlin, VT
- NCC South Burlington, South Burlington, VT



John LaMothe

Project Manager / Project Support
LEED AP

Academic Experience

Vermont Technical College
Bachelor of Science - Architectural Engineering
Studies, 2007

Professional Experience

Wiemann Lamphere Architects
South Burlington, VT
Project Manager, Feb. 2018-Present
Designer, Aug. 2008-Jan. 2018

Registrations

LEED AP

Selected Project Experience:

Government/Municipal

- Berlin Town Garage, Berlin, VT
- Warren Town Highway Garage, Warren, VT
- Swanton Electric Department, Swanton, VT
- East Montpelier Town Garage, East Montpelier, VT
- Swanton Public Safety Complex, Swanton, VT
- Milton Department of Public Works, Milton, VT
- Hinesburg Town Hall & Fire Station, Hinesburg, VT
- Champlain Fire Station, Champlain, NY
- Town of Georgia Highway Garage, Georgia, VT
- Grand Isle Public Works Building, Grand Isle, VT
- South Burlington Library + City Hall, South Burlington, VT
- South Hero Worthen Library, South Hero, VT
- South Hero Fire, South Hero, VT
- Grand Isle Fire, Grand Isle, VT
- Myers Park Pool, Winooski, VT
- Brattleboro Courthouse, Brattleboro, VT
- Williston Public Works Facility, Williston, VT
- Essex Police Station, Essex, VT
- White Park Pool, Rutland, VT
- 70 Kimball Ave - Lobby Renovations, South Burlington, VT
- Shelburne Fire & Rescue, Shelburne, VT

Commercial/Industrial

- ACSWMD, New Haven, VT
- OnLogic, South Burlington, VT
- 64 Gricebrook Road, St Albans, VT
- Peck Electric Office Fit-up, South Burlington, VT
- Heritage Fight Hangar Addition, Burlington, VT
- Tilley Drive Lot #8, South Burlington, VT
- Yoga Six Tenant Fit Up, Burlington, VT
- Elegant Nails Tenant Fit Up, Burlington, VT
- iMarket Solutions, Burlington, VT
- Runamok Maple, Cambridge, VT
- 350 Tilley Drive (formerly 194 Tilley Drive), South Burlington, VT
- Charlebois - Truck Parts, Milton, VT
- Charlebois - Sprinter Maintenance Garage, Milton, VT
- LED Dynamics, Randolph, VT
- Heritage Flight, South Burlington, VT
- People's United Bank, Burlington, VT
- People's United Space Planning, Burlington/South Burlington, VT
- RR Charlebois, Milton, VT
- Premier Coach, Milton, VT
- Caledonia Spirits, Montpelier, VT
- 802 Honda Renovation, Berlin, VT
- Velco Ascutey, Weathersfield, VT
- GMP Data Center, Colchester, VT
- 462 Shelburne Road, So Burlington, VT
- Vermont Public Radio, Colchester, VT



164 Main Street, Suite 201
Colchester, VT 05446

P (802) 878-0375

F (802) 878-9618

Greg.Dixon@KrebsandLansing.com

GREG T. DIXSON, P.E.

Principal

Mr. Dixon joined Krebs and Lansing in 2009 and became a partner in 2018. Mr. Dixon has worked on a variety of civil engineering designs, permitting, and construction services for many commercial, industrial, residential, and institutional civil site design projects. These projects include the design of roads, construction access roads, utility systems, storm control and treatment systems, onsite sanitary sewer systems, municipal sanitary sewer, on site water supply, municipal water supply systems, mass earthworks, grading, and erosion control measures.

Mr. Dixon is well established and provides professional knowledge in civil engineering. He has worked on many successful projects, starting from preliminary schematic design, through permitting, project bidding, construction administration, and final construction.

EDUCATION

Civil Engineering, University of Vermont

Burlington, Vermont

Bachelor of Science, 2009

PROFESSIONAL LICENSES

Registered Professional Engineer, State of Vermont #100256

Registered Professional Engineer, State of Massachusetts #55649

Registered Professional Engineer, State of New York #102936

State of Vermont ANR Licensed Designer

EMPLOYMENT HISTORY

Senior Engineer and Partner, 2018 – Present

Krebs & Lansing Consulting Engineers, Inc.

Colchester, Vermont

Professional Engineer, 2014 – 2018

Krebs & Lansing Consulting Engineers, Inc.

Colchester, Vermont

Junior Engineer, 2009 – 2014

Krebs & Lansing Consulting Engineers, Inc.

Colchester, Vermont



875 Roosevelt Hwy, Ste. 130
Colchester, VT 05446

PH: 802.655.0755
www.hardyse.com



Tim Hardy, PE
Owner

PROFESSIONAL DEVELOPMENT:

2003 to present -Hardy Structural Engineering, LLC, Colchester, VT- (Owner/Proprietor)

Owner and proprietor of small structural engineering firm. Responsibilities include securing workload and providing structural design/drafting and construction administration services for projects ranging from small residential projects to multi-million dollar commercial, industrial and institutional projects.

2002 to 2003 -DuBois & King, Inc., Williston, VT- (Sr. Structural Engineer)

Responsibilities included design and management of structural projects for commercial, institutional, manufacturing and residential clients. Managed structural projects from development of proposals, monitoring and managing workload, maintaining client communications and facilitating construction administrating services.

1995 to 2002 -Hallam Associates, South Burlington, VT- (Structural Engineer)

Responsibilities included structural design of steel, reinforced concrete, wood and masonry along with project management and construction phase consultation.

RELATED SKILLS:

- Over 25 years of structural engineering and project management experience with strong client and contractor communication skills.
- Diverse experience with commercial, institutional, industrial and residential projects.
- Detailed knowledge of AutoCAD, Revit Structure BIM Software and structural design software (RISA Floor, RISA 3-D, Enercalc, Woodworks,..etc).

EDUCATION:

Bachelor of Science Degree in Civil & Environmental Engineering (Concentration in Structures)
Clarkson University, Potsdam, NY (1995)

PROFESSIONAL ENGINEERING REGISTRATION:

Vermont (No. 7554), New Hampshire (No. 10103), New York (No. 077289), Virginia (No. 0402043432)

PROFESSIONAL AFFILIATIONS:

Structural Engineers Association of Vermont (SEAVT)
American Institute of Steel Construction (AISC)
American Society of Civil Engineers (ASCE)



DANIEL W. DUPRAS, P.E.

Mechanical Engineer

Principal

EDUCATION:

Associate, Architectural Engineering Technology, with Honors: 1984
Vermont Technical College, Randolph, VT

REGISTRATIONS:

Registered Professional Engineer:

*Vermont,
Massachusetts,
Maine,
New Hampshire*

PROFESSIONAL ASSOCIATIONS:

American Society of Plumbing Engineers, Vermont Society of Engineers,
American Society of Heating, Refrigeration and Air Conditioning
Engineers, Past Vice Chairmen of the Board of Vermont Professional
Engineers

CAREER EXPERIENCE

2010 - Present	Partner of Engineering Services of Vermont, LLC
1996 – 2010:	President of Lane Associates Consulting Engineers, P.C.
1989 – 1996:	DuBois & King, Inc. Mechanical Engineer - Project Manager
1984 – 1989:	Lane Engineering, Inc. - Vice President and Mechanical Designer



CLAUS P. BARTENSTEIN, P.E., LEED-AP

Electrical Engineer

Principal

EDUCATION:

Associate, AE Mechanical Technology: 1986 Vermont Technical College, Randolph, VT

REGISTRATIONS:

Vermont, New Hampshire, New York, North Carolina, Massachusetts, Pennsylvania, Washington, California, Nevada and Arizona

PROFESSIONAL ASSOCIATIONS:

National Fire Protection Association (NFPA); Vermont Society of Engineers, National Council of Examiners for Engineering and Surveying (NCEES); U.S. Green Building Council (USGBC), LEED-AP certified; Emerge Alliance; former Efficiency Vermont Design Professionals Advisory Board; former State of Vermont Board of Professional Engineering, Vice Chairman (Governor appointment)

CAREER EXPERIENCE

2010-Present	Partner of Engineering Services of Vermont, LLC
2003- 2010:	Department Manager - Electrical Engineering, Barry-Wehmiller Design Group
2001 to 2003:	Electrical Engineer, Stahlman Engineering, Concord, New Hampshire
1999 to 2001:	Electrical Engineer; Project Engineer, DuBois & King, Inc.
1994 to 2001:	Senior Electrical Designer, DuBois & King, Inc.
1989 to 1994:	Electrical Designer, DuBois & King, Inc.
1987 to 1989:	Electrical Draftsman; Electrical Designer, Lane Engineering, Inc.



Philip Biondo

Chief Estimator

Overview

As a Senior Estimator, Phil manages the estimating process on ReArch's large-scale and highly technical projects. He works in tandem with our President to produce estimates that represent ReArch's cost-value services. Phil has been with ReArch for over five years and is an integral member of the ReArch team. His attention to detail, complete estimates, and ability to present to the project owners have made him successful in his role. His experience and relationship with vendors, subcontractors, and our Project Management Team are invaluable to the estimating department's advancement.

Experience

His prior experience as an estimator allows Phil to provide insight with regard to pricing, building practices, and phasing which he applies to submittal processing. Prior to joining our team, Phil worked as a CAD Design Specialist at DHCameron Construction in North Ferrisburg, Vermont, where he was responsible for designing commercial, industrial, and residential buildings from start to finish. During his time with DHCameron, Phil oversaw the estimation of various projects and the management of an onsite crew.

Education

Phil has taken classes in Architecture Design at Boston Architectural College and Northeastern University.

Background

Phil is a native of Londonderry, New Hampshire and now resides in Colchester, VT with his wife and two sons. He enjoys woodworking, traveling, and skiing. Phil also has a passion for physical fitness, competing in many competitions throughout New England.



CONTACT INFO:

Office: 802-863-8727 ext. 208

EXPERTISE

- Estimation
- Permitting
- Architectural Design
- AutoCAD
- Construction Safety

INDUSTRY EXPERIENCE

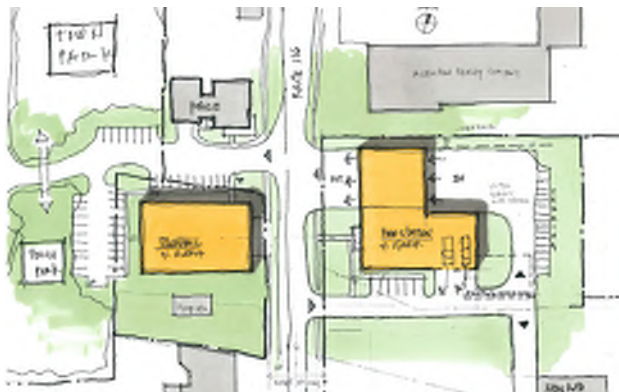
- Office / Commercial
- Manufacturing / Industrial / Food & Beverage
- Institutional / Municipal
- Residential

EDUCATION AND AFFILIATIONS

- Certified Installer for Centria Architectural Siding
- Certified Installer for Duro-Last Roofing

project experience.





Hinesburg Fire Station Study

Hinesburg, VT

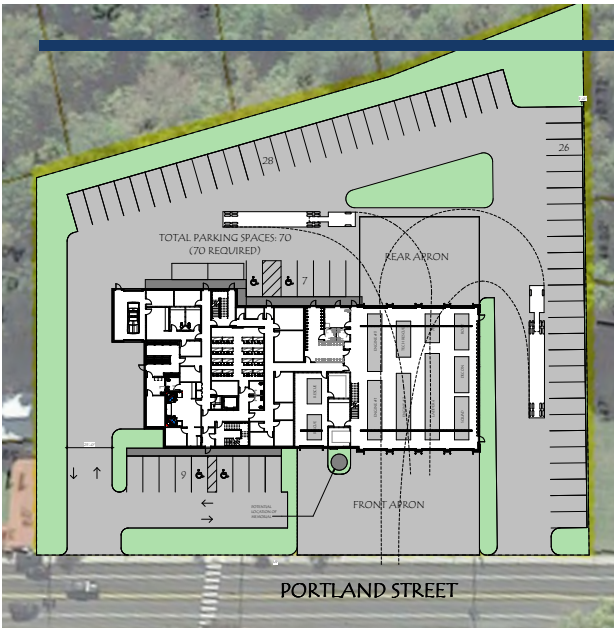
17,190 s.f. Fire & EMS Station

In 2022, WLA worked on a study for Hinesburg to evaluate their existing Town Hall & Fire Station facilities and study multiple site options. Each existing building had many deficiencies including lack of space, inefficient heating/cooling systems and building envelope, and required many repairs. We looked at 3 site options for the Fire Station and evaluated 1-story vs 2-story as well as drive-through bays based on the site size and configuration.

We delivered the Town with a comprehensive study of the options including estimates of probable cost for each option which was compiled into a presentation to the Selectboard.

Reference:

Todd Odit, Town Manager
802.482.4206



Saint Johnsbury Public Safety Facility Study

Saint Johnsbury, VT Feasibility Study

The St. Johnsbury Police and Fire Departments currently occupy a single building on Main Street in St. Johnsbury. The building's structure and accessibility are insufficient for the requirements of modern fire apparatus. In addition, the Police are operating in an undersized area insufficient to support the operations of a department of this size and with improper detention facilities.

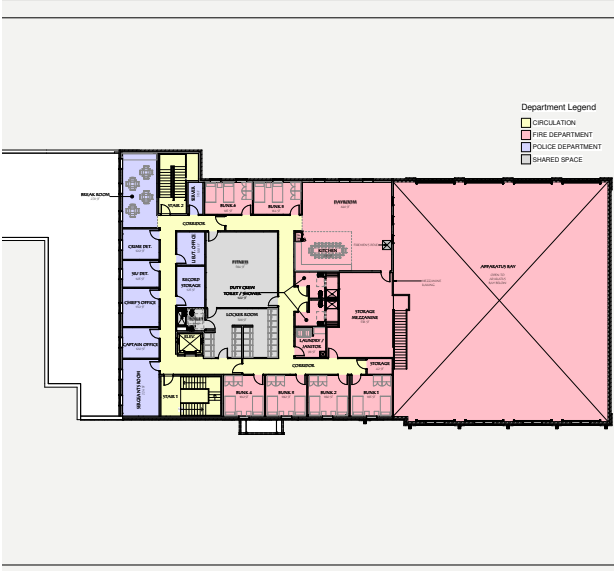
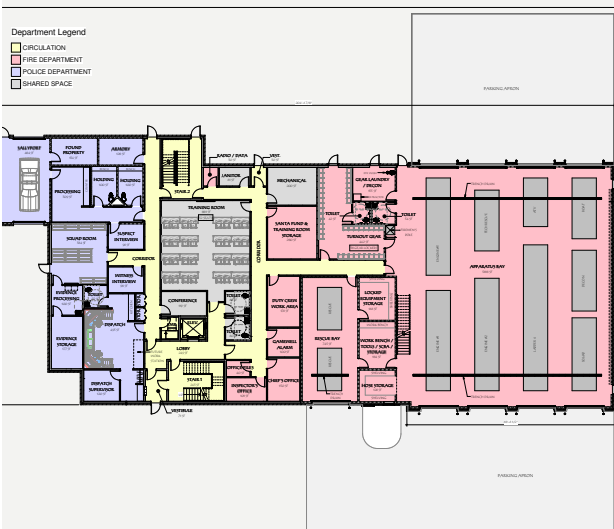
WLA was asked to prepare a study to evaluate a combined police and fire department in a new building on one of three sites, near to the central business district on properties deemed to be available to the City for use as a public safety building.

The study engaged the Town Manager and members of the Police and Fire Departments to understand the requirements of the facility for the next 50 years. Consideration was given to potential growth in and around the St. Johnsbury area, expansion of services needed to support the community and recruitment and retention of fire, rescue and police department personnel.

Following this study, the police department chose to pursue an independent path for the police department in a former Armory Building located on Main Street. A full design was completed for this option, but failed bond vote.

Completion Date:
August 2018, for November bond referendum

Reference:
Joe Kasprzak, Assistant Town Manager
802.748.3926 x5, jkasprzak@stjvt.com





Swanton Public Safety Facility & Municipal Complex Study

Swanton, VT

Phase 1: 23,000 sf New Construction

Phase 2: 26,870 sf Renovation

Like many communities in Vermont, The Village of Swanton is faced with aging municipal buildings that are failing to meet the needs of a changing community. The Village is working with WLA to plan for the future and is seeking to begin construction of a new public safety facility in 2025. The new facility will provide 23,000 sf of new space for the police and fire departments, making necessary room within the existing municipal complex for the Department of Public Works and the Electric Department to fit their equipment within an enclosed space.

Phase 2 of the project will occur at a later date, but renovations are planned to help expand the useful life of the existing municipal building to serve the community for another 50 years, including the Police Department.

Project Value:

Phase 1: \$14,833,000

Phase 2: \$5,068,000

Completion Date:

Phase 1 proposed for construction in 2025

Reference:

William Sheets, Village Manager

802.868.3397, wsheets@swanton.net



Waterbury Fire Station 1

Waterbury, VT

12,460 s.f. Public Safety Facility

In 2005, the Waterbury Fire Department began exploring options to replace their two fire stations. Each over 40 years old, the stations were poorly insulated, expensive to maintain and heat, no longer code compliant, and simply too small to adequately house the equipment of the Town Fire Department. Wiemann Lamphere, in conjunction with DEW Construction, submitted a design/build proposal that would provide the Town with two new energy- efficient fire stations and would meet the Town's needs for many years to come.

Project Value:

\$2,000,000

Completion Date:

2011



Cambridge Fire Station

Jeffersonville, VT

12,500 s.f. Public Safety Facility

The Cambridge Volunteer Fire Department had been operating out of three separate and deteriorating buildings for several years. Each of the buildings had multiple code deficiencies, accessibility issues, safety issues, lack of adequate training space and high energy demand. The buildings were each in some level of disrepair after years of deferred maintenance and neglect. The apparatus did not have proper clearances within the operational bay to access equipment and supplies. WLA evaluated options for how to best provide for the future operational readiness of the department.

Project Value:

\$1,890,000

Completion Date:

2013



Essex Police Station

Essex, VT

18,600 s.f. Public Safety Facility

In 2009 Wiemann Lamphere Architects worked with the Essex Police Department to establish a program of space requirements that would satisfy the department's needs for the next 40 years. After a deep dive into the programmatic requirements of the department and the operational adjacencies, WLA developed a plan with a strong, circulation based concept for public/security access, and provided strong adjacencies and connections with departments.

Project Value:

\$4,849,272

Completion Date:

Feasibility Study - 2009; New Facility - 2014



Public Safety Experience

Municipal Projects

- Cambridge Fire Station, Jeffersonville, VT
- Champlain Fire Station, Champlain, NY
- Colchester Police Department Study, Colchester, VT
- Enosburg Fire & Rescue, Enosburg, VT
- Essex Police Station Study and Facility, Essex, VT
- Essex Town Office and Fire Station, Essex, VT
- Grand Isle Fire Station, Grand Isle, VT
- Hinesburg Town Hall & Fire Station, Hinesburg, VT
- J. Boardman Fire Station, Burlington, VT
- Milton Fire Station, Milton, VT
- Milton Police Department Renovation, Milton, VT
- Randolph Police Station, Randolph, VT
- St Johnsbury Armory, St Johnsbury, VT
- St Johnsbury Public Safety Facility Study, St Johnsbury, VT
- Shelburne Fire & Rescue Study, Shelburne, VT
- South Hero Fire & Rescue, South Hero, VT
- Swanton Public Safety Complex, Swanton, VT
- Underhill/Jericho Fire Station, Underhill, VT
- Waterbury Fire Stations 1 & 2, Waterbury, VT

State Projects

- Addison County District Court Holding Cells, Middlebury, VT
- Berlin Public Safety Complex, Berlin, VT
- Brattleboro State Office Building, Brattleboro, VT
- Chittenden Reg. Correctional Facility, South Burlington, VT
- Hebard State Office Building, Newport, VT
- Northeast Regional State Correctional Facility, St. Johnsbury, VT
- Northern State Correctional Facility, Newport, VT
- Northwest State Correctional Facility, St. Albans, VT
- Orleans Superior Court & State Office, Newport, VT
- Southern State Correctional Facility, Springfield, VT
- Windham District Court, Brattleboro, VT
- Windsor District Court, White River Junction, VT
- Woodside Juvenile Rehabilitation Center, Colchester, VT
- Woodstock Correctional Facility, Woodstock, VT

Federal Projects

- Burke Border Patrol Station, Malone, NY
- GSA Maple Tree Place Fit-up, Williston, VT
- Rural Readiness Training Center (RRTC) Addition, Norwich, VT
- USCIS Facility, Essex, VT
- USCIS Facility and 2021 Renovation, Williston, VT
- VT Army National Guard Base Supply Complex, Burlington, VT



Krebs and Lansing has been fortunate to work on a variety of Municipal and State projects. A brief list of those entities is provided below:

- Vershire Town Garage – Vershire, Vermont
- Colchester Town Offices – Colchester, Vermont
- Colchester Community Recreational Center – Colchester, Vermont
- School Administration Building – Milton, Vermont
- Vermont Army National Guard Facility – Hyde Park, Vermont
- Williston State Police Barracks – Williston, VT
- Swanton Police and Fire Station Complex – Active Project – Swanton VT



RELATED MUNICIPAL EXPERIENCE:

<i>Georgia Town Garage</i>	Georgia, VT
<i>Grand Isle Public Works</i>	Grand Isle, VT
<i>Essex Police Station</i>	Essex, VT
<i>USCIS Office Building</i>	Williston, VT
<i>Milton Fire Station</i>	Milton, VT
<i>Jay Peak Fire Station</i>	Jay, VT
<i>Cambridge Fire Station</i>	Cambridge, VT
<i>Waterbury Town Fire Station</i>	Waterbury, VT
<i>Waterbury Village Fire Station</i>	Waterbury, VT
<i>GSA Customs and Border Patrol Building</i>	Richford, VT
<i>GSA Customs and Border Patrol Building</i>	Burke, NY



Rutland Town Public Safety Facility, Rutland Town, Vermont

The Rutland Town Public Safety Facility houses the Rutland Town Police Department and a portion of the Rutland Town Volunteer Fire Department. The building consists of an emergency management center, apparatus bays (four), two smaller vehicle bays, a sally port, offices, locker rooms, patrol and processing rooms, holding cell, meeting rooms and a hose drying tower within 11,000 square feet on one floor. The building HVAC is generally a heat pump system with a gas fired boiler for radiant heat in the apparatus and garage bays. Engineering Services of Vermont was proud to engineer the mechanical, plumbing, electrical and fire protection systems as part of the Design Team led by NBF Architects.

Client References:

Edward Clark, AIA, NBF Architects, P.C.

802-775-3168

eclark@nbfarchitects.com

John Paul Faignant, Town of Rutland

802-773-2528

jpfaignant@rutlandtown.com





Westminster Public Safety Facility, Westminster, Vermont

The Westminster Public Safety Facility is a Vermont State Police barracks facility with a PSAP (public-safety answering point) for Vermont E-911 and offices for other Vermont law enforcement such as Fish & Wildlife. The building contains the PSAP, offices, locker rooms, Troopers room, processing, lock-up and meeting rooms within 20,500 square feet on one floor. The building is heated with two pellet-fired bio-mass boilers and hot water is generated with solar panels. The building has unique design requirements in that it was the first building of its kind in the State of Vermont required to conform to the requirements of NFPA 1221-2012, "Standard for the Installation, Maintenance, and Use of Emergency Services Communications Systems. Conformance with this Standard required close coordination and collaboration with State of Vermont Department of Fire Safety to apply in a reasonable manner for the use of the building. Engineering Services of Vermont was proud to engineer the mechanical, plumbing, electrical and fire protection systems as part of the Design Team led by Arnold & Scangas, Architects.



electrical and fire protection systems as part of the Design Team led by Arnold & Scangas, Architects.

High Efficiency Design:

- Heating system is a pellet boiler heating system without fossil fuel back up;
- Dedicated outdoor air ventilation system;
- Lighting power density is 65% less than max allowed by VT Energy Code

Client References:

Ms. Rebecca Arnold, Arnold & Scangas, Architects
(arnold@arnoldandscangas.com)

802-782-8241

Mr. Merle Miller, State of Vermont Dept. Building & General Services
(merle.miller@vermont.gov)

802-828-5695



Killington Public Safety Facility – Killington, Vermont

The Killington Public Safety Facility is a 14,500 square foot building housing the town fire and police departments, as well as a community room for meetings and gatherings. Engineering Services of Vermont worked with the project Architect and Owner to develop a schematic design for the building mechanical, plumbing and electrical systems which could be bid out to sub-contractors.

Engineering Services of Vermont was subsequently contracted by both the mechanical and electrical sub-contractors to develop the sealed construction documents for the building systems.

Project complete: November 2020

Contractors: Rob Stubbins Electric, Robbie Stubbins
(802)775-1484
robbie@robstubbins-electrical.com

Merrill Mechanical, Bob Bath
(802)234-0254
Bob@merrillmechanical.com

Owner: Town of Killington, Vermont, Chet Hagenbarth
(802)422-3241 x2
manager@killingtontown.com





Essex Police Station, Essex, Vermont

The Essex Police Station is a new construction project to provide the Town of Essex a 21,000 square foot facility which contains dispatching, squad rooms, areas for detectives and offices, locker spaces, evidence storage spaces, a fitness room, locker rooms and sally port. Engineering Services of Vermont performed all design engineering efforts to develop the mechanical, plumbing and electrical systems for the building. Engineering Services of Vermont was proud to be part of the Design Team and proud that the project received a 2015 Efficiency Vermont, Best of the Best, Commercial Building Design and Construction award.



High Efficiency Design:

- High efficiency water source heat pump heating/cooling systems;
- Dedicated outdoor air ventilation system;
- Solar domestic water heating
- Lighting power density is 45% less than max allowed by VT Energy Code

Client References:

Mr. David Roy, Wiemann Lamphere Architects 802-655-5020 (droy@weimannlamphere.com)

Other similar projects

- Woodstock Emergency Services Building (police & fire with dispatch), Woodstock, Vermont
- Bridgewater Volunteer Fire Department building, Bridgewater, Vermont (*in construction*)
- Westminster Fire & Police, Westminster, Vermont (*in construction*)
- Public Safety Facility, Castleton, Vermont – police and fire services, constructed 2016
- Bristol Fire Station, Bristol, Vermont – constructed 2015
- Rutland Town, Vermont Fire Department (*Center Rutland Station*)
- Brandon, Vermont Fire Department
- West Rutland, Vermont Fire Department
- Corinth, Vermont Fire Department

insurance certificates.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
09/24/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Brown & Brown of MA 107 Audubon Rd Wakefield MA 01880		CONTACT NAME: House Account PHONE (A/C, No, Ext): (781) 245-5400 FAX (A/C, No): (781) 245-5463 E-MAIL ADDRESS: kathleen.rullo@bbrown.com	
		INSURER(S) AFFORDING COVERAGE INSURER A: XL Specialty Insurance Company	NAIC # 37885
INSURED Wiemann - Lamphere Architects 38 Eastwood Drive Suite 301 South Burlington VT 05403		INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	

COVERAGES

CERTIFICATE NUMBER: 2025

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR VWD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☐ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☐ PRO-JECT ☐ LOC OTHER:						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ \$
	AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ OWNED AUTOS ONLY ☐ HIRED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB ☐ OCCUR EXCESS LIAB ☐ CLAIMS-MADE DED ☐ RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y / N ☐	N / A				PER STATUTE ☐ OTH-ER ☐ E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Prof. Liability Pollution Liability			DPR5048577	09/24/2025	09/24/2026	PER CLAIM 2,000,000 AGGREGATE 4,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

CANCELLATION

	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE

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WIEMARC-01

JOCHOA

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
11/6/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

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PRODUCER Acrisure New England Partners Insurance Services, LLC 10 Research Parkway, Suite 400 Wallingford, CT 06492	CONTACT NAME: Jorge Ochoa	
	PHONE (A/C, No, Ext): FAX (A/C, No): E-MAIL ADDRESS: jchoa@acrisure.com	
INSURED Wiemann-Lamphere Architects Inc. 38 Eastwood Drive Suite 301 South Burlington, VT 05403	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A : MMG Insurance Company	15997
	INSURER B : Hartford Insurance Company (USE ONLY FOR MULTIPLE HARTFO	00914
	INSURER C :	
	INSURER D :	
	INSURER E :	
	INSURER F :	

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

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INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PRO-JECT ☐ LOC OTHER:			BP13729496	10/6/2025	10/6/2026	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ 4,000,000 PRODUCTS - COMPI/OP AGG \$ 4,000,000 \$
A	☐ AUTOMOBILE LIABILITY ☐ ANY AUTO OWNED AUTOS ONLY ☒ HIRED AUTOS ONLY ☒ SCHEDULED AUTOS ☒ NON-OWNED AUTOS ONLY			KA13729506	10/6/2025	10/6/2026	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	☒ UMBRELLA LIAB ☒ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE DED ☒ RETENTION \$ 10,000			KU13729507	10/6/2025	10/6/2026	EACH OCCURRENCE \$ 2,000,000 AGGREGATE \$ Aggregate \$ 2,000,000
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y / N ☒ Y	N / A	04WECBA4SJG	10/6/2025	10/6/2026	☒ PER STATUTE ☐ OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

CANCELLATION

	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE

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why work with WLA.

- We value a **team approach** and will build consensus for the best approach forward.
- We have **extensive experience** with public safety facilities.
- We are committed to creating buildings that are **energy and resource efficient**.
- We provide **excellent customer service**, from pre-design to post-occupancy.
- We develop **high quality** construction documents, making construction a smooth process.
- We **go the extra mile** to ensure community support and a well-run project.



Thank you for your time and consideration.



Selectboard

43 Portland Street

03/03/26

Morrisville, VT 05661

RE: New road name – **'Juniper Meadow'**

Members of the Selectboard,

I am writing this letter to let you know that 2930 Cote Hill Rd LLC is requesting a new private road name as part of their conversion of the Muddy Moose rental cabins to 8 stand-alone Condo units.

The Vermont E911 coordinator, Tyler Hermanson, has been requesting this former shared driveway become a Private Road for quite some time and this is in line now with our Road policy, with more than 3 private residences upon it. The state has reviewed the name **Juniper Meadow** for nearby naming conflicts and found it to be acceptable.

The upgrade from 'Shared Driveway' to 'Private Road' is a separate (but related) step to this naming process. An application for access approval, as part of this changing use, has been sent to the applicant to be filled out and returned to our Road Commissioner, Jordan St Onge.

Here attached is the Road Name application for your review.

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:

2930 Cote Hill Rd LLC

802-476-4493

Mailing address:

22 Keith Ave Suite 100 Barre, VT 05641

Location of the Road

Off Cote Hill Rd. Morristown

Reason for naming road?

Name of Road

Establish New E911

Juniper Meadow

What gives you the right to name this road?

Owner

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.

Applicant's Signature

Date

03/02/2026

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:

Stephen Cohen 802-477-1350



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.

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Date

[Signature]

03/02/2026

Reason

☐ Approved

☐ Denied

For the Selectboard

Date



Private Road Naming

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- ☒ I would like the Town of Morristown to install the sign and post.
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Name and number to call when sign is delivered to town:

Stephen Cohen 802-477-1350

APPENDIX A**Town of Morristown Access Permit Application Form**Application # 160 [to be filled in by the Town]

NOTICE TO APPLICANT: This form is for use in conjunction with the Town's Highway Access Policy. Before submitting an application, applicants are urged to review the Town's Highway Access Policy in full. If an application is approved, the Town Manager or designee will issue written permission in the form of a Notice of Permission to Proceed ("Notice"). The Notice will list the specifications, requirements, and restrictions for the work. The Notice may require supervision and/or inspection by the Town. The Notice will state the date on which construction / development of the Access may proceed. Once construction/development is completed, the Town Manager or designee shall conduct a final inspection to determine if the work has been completed according to the requirements listed in the Notice. If, after inspection, it is determined that the Access has been constructed / developed in compliance with the Notice, a written Permit shall be issued by Town Manager or designee within 15 days after final inspection. An access is not considered legally permitted until the written Permit has been recorded in the Town Land Records at the expense of the Permittee.

Name of Applicant: 2930 Cote Hill Rd LLCAddress of Applicant: 22 Keith Ave Suite 100 Barre, VT 05641Email: scohen@downstreet.org Telephone: 802-476-4493

If Applicant is an organization or corporate entity, list the principal officers of Applicant and any other individual authorized to represent the applicant group or entity applying for the Permit:

Angela Harbin, Stephen Cohen, Cheryl Moyer

If Applicant is an organization or corporate entity, list the name, address, email and telephone number of individual making the application:

Name: Stephen CohenAddress: 22 Keith Ave Suite 100 Barre, VT 05641Email: scohen@downstreet.org Telephone: 802-477-1350Location of the proposed access: 2930 Cote Hill Rd. Morrisstown

If the applicant is not the owner of the premises where the proposed access will be constructed, list the name and contact information of the owner or other person that has the authority to consent to the use of the premises and attach a signed statement from that person stating that consent is given to the applicant to have the access constructed on those premises:

Name: NA

Address: NA

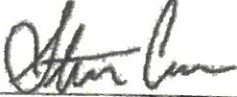
Email: NA Telephone: NA

The date on which construction is proposed to begin: NA

Attach a visual depiction of the premises indicating location, layout, state and local highways, entrances and exits, traffic flow patterns, parking and land uses of the surrounding area.

Describe the arrangements that have been made to protect the public health, safety, welfare and convenience of the traveling public during construction including, but not limited to, arrangements for traffic control, crowd control, waste and sanitation facilities: NA

Applicant may provide any additional information that may assist the Town Manager or Designee.

Signature of the applicant:  Date: 03/04/2026

FOR TOWN USE ONLY:

Application received by _____ [town official] on _____ [date]

Application fee of \$ _____, received by _____ [form of payment]

APPENDIX B

Town of Morristown Notice of Permission to Proceed with Construction / Development of Access / Right of Way

Notice is hereby given to 2930 Cote Hill Rd LLC [name of Applicant / Property Owner] that the Town Manager or designee hereby grants permission to proceed with the construction / development of the proposed access/driveway/curb cut at 2930 Cote Hill Rd [parcel # and street address or property, if any], which proves access to / connects with [name and/or # of town highway] as per the Access Permit Application # 160, submitted to the Town on 3/4/26 [date]. Construction / development may begin on or after 3/4/36 [date] and must proceed according to the following conditions and restrictions: No culvert required, width ok, slope needs adjustment.

[insert conditions or restrictions] Access to be re-graded to meet spec detail C of VTrans B-71A. The last 12' of driveway must slope away from Cote Hill, and have a minimum 5" depression at the point 12' from edge of Cote Hill.

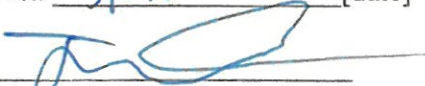
Permission granted in this Notice will expire [insert time period] from the date of issuance and is not transferable. Permission to proceed expires 2 years from date of issuance

This Notice does not constitute an Access Permit. A Permit authorizing the use of access and recognizing completion of the project will be issued and become effective only after it is determined that compliance with all conditions, specifications, and restrictions described in this Notice to Proceed are met. Town Manager or designee with the assistance of other town officers, will have the authority and responsibility to determine when the conditions, restrictions, and specifications above are met.

Upon receipt of this Notice, you are hereby authorized to proceed with the project in accord with the conditions, specifications, and restrictions described herein. Approval covers only the work described in your Access Permit Application, as modified by the conditions, restrictions, and specifications listed above. You will be held financially responsible for any damage caused to the Town highway system resulting from the development or construction of a driveway/access, regardless of whether such development or construction has been authorized by the Town.

This Notice does not relieve you from any requirements imposed by other local, regional, or State agencies.

Issued on: 3/6/26 [date]

By: 
Town Manager or Designee

APPENDIX C

Town of Morristown Access / Right of Way Permit

It is the determination of the Town Manager or Designee that all of the conditions, restrictions, and specifications described in Access Permit Application # _____, as modified by the relevant Notice to Proceed, which was issued by the Town on _____ [date], have been met.

Therefore, Permit # _____ is hereby issued to _____
[Applicant / Property Owner], as Permittee for the access/driveway/curb cut located at: _____
_____ [parcel # and street address or property, if any],
which proves access to/connects with _____ [name and/or # of town highway].
All of the conditions, restrictions, and specifications described in Access Permit Application # _____,
as modified by the relevant Notice to Proceed, which was issued by the Town on _____ [date],
remain in force as conditions of this Permit as long as the present land use continues. Any change in the
present land use will require a new Permit.

This Permit shall not be valid until recorded in the Town Land Records at the expense of the Permittee.

The issuance of this Permit does not relieve Permittee from any requirements imposed by other local, regional, or State agencies.

In the event that there is a failure to adhere to the conditions, restrictions, and specifications described above, this Permit may be suspended by the Town Manager or Designee until compliance is obtained. If there is continued use or activity after suspension, the Town Manager or Designee may physically close the driveway or access point if, in the opinion of the Town Manager or Designee, the safety of highway users is or may be affected.

As per 19 V.S.A § 111(f), the Town Manager or Designee may, as development occurs on land abutting a Town Highway, require the elimination of an access previously permitted and require the construction of a common frontage road or other access improvements which may serve more than one property or lot.

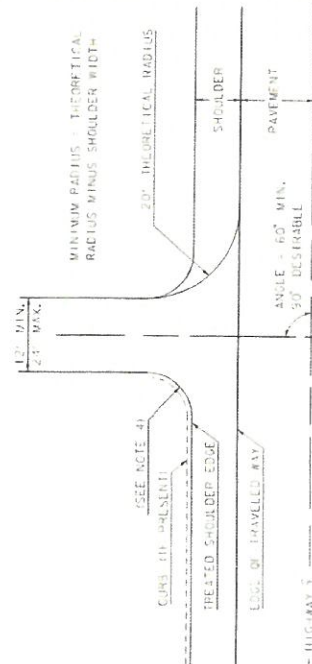
Permit issued on _____ [date]

By: _____
Town Manager or Designee

Received for recording on _____ [date], with applicable recording fees paid.

By: _____
Town Clerk

DETAIL B PROFILE OF DRIVE INTERSECTION
(FULL SECTION)

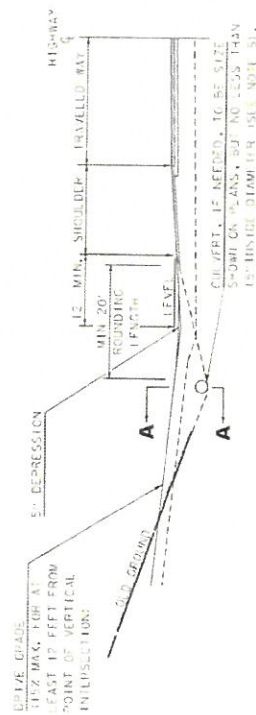


DETAIL B PROFILE OF DRIVE INTERSECTION
(FILL SECTION)



DETAIL C

PROFILE OF DRIVE INTERSECTION
SHOWING 5" DEPRESSION (CUT SECTION)



DETAIL D

OPTIONAL
SLOPE 2% (1:50)

END SECTION

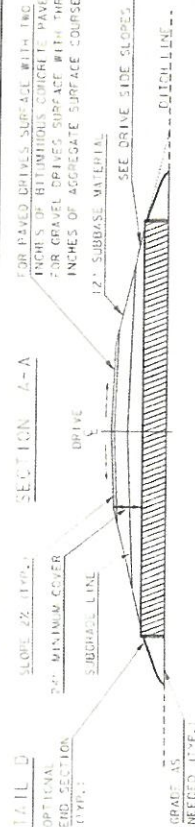
FOR GRAVEL DRIVES SURFACE WITH TWO INCHES OF BITUMINOUS CONCRETE PAVEMENT.

FOR GRAVEL DRIVES SURFACE WITH THREE INCHES OF AGGREGATE SURFACE COURSE.

SECTION A-A

OPTIONAL
2% MINIMUM COVER

DRIVE



DATE	TIME	LOCATION	WIND DIRECTION	WIND SPEED	WAVE PERIOD	WAVE HEIGHT	WAVE SLOPE	WAVE SLOPE RATIO
11/10/11	14:00	11.6 CR FLATTER						
11/10/11	14:00	DESIGNABLE						
11/10/11	14:00	DESIGNABLE						
11/10/11	14:00	DESIGNABLE						

RESIDENTIAL DRIVES

STANDARD
B-71A

- [illegible]

SIGNIFICANT DISTANCE TABLE

POSTED SECTOR OF DESIGNATED WPH	MINIMUM STORING STAGE (FT)	MINIMUM INITIAL SECTION SHOT DISTANCE (FT)
2	1.25	280
3	2.50	335
4	2.50	390
5	2.50	445
6	3.00	500
7	4.75	565
8	7.75	630

THE ABOVE VALUES ARE TAKEN FROM THE 2011 WASHO
A POLICY ON GEOMETRIC DESIGN OF HIGHWAYS & STREETS.

A POLYCLONAL GEOMETRIC DESIGN OF HIGHWAYS & STREETS.



SELECTBOARD MEMORANDUM

To: Selectboard
From: Judi Alberi, Executive Assistant
Date: March 16, 2026
Subject: Consideration of Coin Drop on Brooklyn Street April 17th

Background:

To whom it may concern,

I am emailing you about wanting to do a coin drop on Brooklyn Street April 17th from 11a-2p to benefit the Children's Hospital of Vermont. Our company Maplefields (RL Vallee) has teamed up with the radio station 98.9 WOKO to raise money for the Big Change Roundup. We have raised over 1 million dollars for this charity event over the years. We take great pride in the work we do for this cause. 100% of the proceeds we raise does go directly to the Hospital.

I, Heather Cheney manager from the Morrisville Maplefields (North), has spoken to Chief Luneau about this and he has given us his blessing to do the coin drop event if we have our safety package in place, which includes signage, safety vests, and cones. We would love your approval to move forward in raising money for the Children's Hospital of Vermont. Please let me know what our next steps will need to be to continue.

Thank you in advance for considering this opportunity in helping many local families with their medical needs.

Attachments:

None



Memo

To: Selectboard
CC: Brent Raymond
From: Chief Corey Boisvert
Date: March 11, 2026
Re: Transfers between The Manor and Copley Hospital

This memorandum outlines the rationale for establishing a standardized \$375 flat fee for local Basic Life Support (BLS) non-emergent transfers between The Manor and Copley Hospital. The proposed rate is designed to align with regional and industry norms, reflect the true cost of service delivery, and promote sustainable EMS operations without burdening taxpayers. By implementing a consistent, transparent billing structure, Morristown EMS can ensure equitable cost-sharing with partner facilities, maintain readiness for emergency response, and streamline administrative processes for all parties involved.

1. Alignment with Regional and Industry Norms

- Vermont municipal EMS base rates for BLS transports commonly fall in the **\$500–\$1,000+** range, often *plus* mileage.
- Nationally, interfacility BLS transports (IFTs) are frequently billed at **\$800–\$1,500** before mileage.
- Setting our fee at **\$375 with no mileage charge for local Manor–Copley transfers** places Morristown on the **low end** of comparable charge structures, particularly for a rural service with limited call volume.

2. Reflects True Cost of Service (Near Cost-Recovery)

Each “simple” non-medical BLS transfer still requires:

- **Two trained EMS providers** for approximately 60–90 minutes (prep, travel to Manor, load, hospital time, return, documentation).
- Use of a fully equipped ambulance (fuel, maintenance, insurance, capital replacement).
- Indirect overhead: medical direction, training, licensing/compliance, billing, and administration.

When these costs are allocated per transport, the **true cost per run often exceeds \$300–\$400**. A \$375 fee is therefore **close to cost-recovery**, not a profit-seeking rate.

3. Accounts for Under-Reimbursement by Insurers

- Medicare/Medicaid and some commercial payers frequently reimburse **far below** billed charges for BLS non-emergent transfers.
- In practice, Morristown EMS does not collect the full billed amount due to contractual write-downs, denials, and non-payment.

4. Protects Emergency Readiness and Taxpayers

Without an appropriate, dedicated transfer fee:

- Non-emergent nursing home transports risk **over-utilizing EMS resources** that must remain available for 911 emergencies.
- The **taxpayer** effectively subsidizes private facility logistics when fees are set too low or not applied consistently.

5. The \$375 fee:

- Ensures The Manor shares in the cost of moving its residents.
- Supports **sustainable EMS operations**, reducing pressure on the town's general fund.
- Helps discourage misuse of 911 for non-urgent transfers while still providing an affordable, predictable option.

6. Simple, Predictable Structure for Partners

A flat **\$375 per local BLS transfer** (Manor ↔ Copley):

- Gives The Manor and Copley clear numbers for planning and budgeting.
- Avoids complex billing (no mileage, no tiers), making administration straightforward.
- Provides a transparent baseline we can revisit with data (volume, costs, payer mix) in future budget cycles.

7. Billing

- Morristown EMS will bill the Manor directly for all transports provided under this agreement. The Manor will then reimburse Morristown EMS for these services as outlined in our contracted rate structure. This billing arrangement ensures administrative efficiency and consistency by eliminating the need to submit individual claims to residents' insurance carriers.
- Because the Manor maintains responsibility for arranging and authorizing these transports, it is also the appropriate party to be invoiced. By billing the Manor only, Morristown EMS reduces the administrative burden associated with insurance billing, avoids potential delays in reimbursement, and ensures that residents are not directly impacted or responsible for claims processing.



MEMORANDUM OF UNDERSTANDING (MOU)

Non-Emergent BLS Emergency Room and Med Surge back to the Manor Transfers

Between Morristown EMS and The Manor Nursing Home

Effective Date: April 1, 2026

PARTIES

Morristown EMS ("EMS Provider"), a municipal emergency medical service serving Morristown, Vermont.

The Manor Nursing Home ("Facility"), a skilled nursing facility located in Morristown, Vermont.

PURPOSE

This Memorandum of Understanding (MOU) establishes a collaborative partnership whereby Morristown EMS will provide non-emergent Basic Life Support (BLS) ground ambulance transfers specifically for The Manor Nursing Home residents between Copley Hospital Emergency Room, Med Surge and The Manor Nursing home. This arrangement seeks to enhance resident care transitions, minimize transport delays, and optimize EMS resource allocation.

SCOPE OF SERVICES

Morristown EMS agrees to:

- Provide scheduled, non-emergent BLS transfers for stable residents from Copley Hospital back to The Manor Nursing Home,
- Service Fee: Fixed rate of \$375.00 per completed transfer (base rate; no mileage charge).
- Services expressly exclude emergency/911 responses, Advanced Life Support (ALS) interventions, and transfers to/from destinations other than Copley Hospital ER.

SCHEDULING & OPERATIONS

- Facility shall schedule transfers via phone or Active 911 through Dispatch with a minimum of 1 hour's notice.
- EMS Provider shall confirm availability within 15 minutes. During operational hours (24 hours/day, 7 days/week).
- In the event of a competing 911 call prior to patient pickup, the 911 call shall take priority. Facility reserves the right to utilize alternative transport services or await Morristown EMS availability.
- Monthly invoice with Net 30 payment terms.

CONFIDENTIALITY & HIPAA COMPLIANCE

Both parties agree to:

- Maintain strict confidentiality of all residents Protected Health Information (PHI).
- Comply fully with HIPAA regulations. Morristown EMS shall serve as a Business Associate for any PHI exchange.
- **Non-Disclosure Obligation:** Neither party shall disclose contract terms, pricing, operational details, or PHI except as required for service delivery or by applicable law. This obligation survives termination of this MOU by three (3) years.

TERM & MODIFICATION

- Initial Term: Twelve (12) months from Effective Date.
- Renewal: Automatic annual renewal unless either party provides thirty (30) days' written notice of non-renewal.
- Amendments: By mutual written agreement only.

FINANCIAL ARRANGEMENTS

- Morristown EMS will bill the Manor directly for all transports provided under this agreement. The Manor will then reimburse Morristown EMS for these services as outlined in our contracted rate structure. This billing arrangement ensures administrative efficiency and consistency by eliminating the need to submit individual claims to residents' insurance carriers.
- Because the Manor maintains responsibility for arranging and authorizing these transports, it is also the appropriate party to be invoiced. By billing the Manor only, Morristown EMS reduces the administrative burden associated with insurance billing, avoids potential delays in reimbursement, and ensures that residents are not directly impacted or responsible for claims processing.

Payments shall be processed via standard invoicing. No additional financial obligations exist.

LIABILITY & INSURANCE

Each party shall maintain its own liability and professional insurance coverage. EMS Provider coverage shall apply during transfer operations.

TERMINATION

Either party may terminate with thirty (30) days' written notice. Immediate termination is permitted for material safety violations, non-payment, or material breach.

GOVERNING PRINCIPLES

This MOU represents a mutual commitment to good faith collaboration and is non-binding except for confidentiality provisions.

IN WITNESS WHEREOF, the parties execute this MOU as of the Effective Date.

MORRISTOWN EMS

THE MANOR NURSING HOME

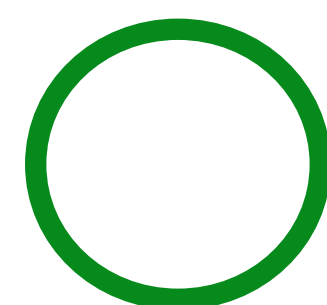
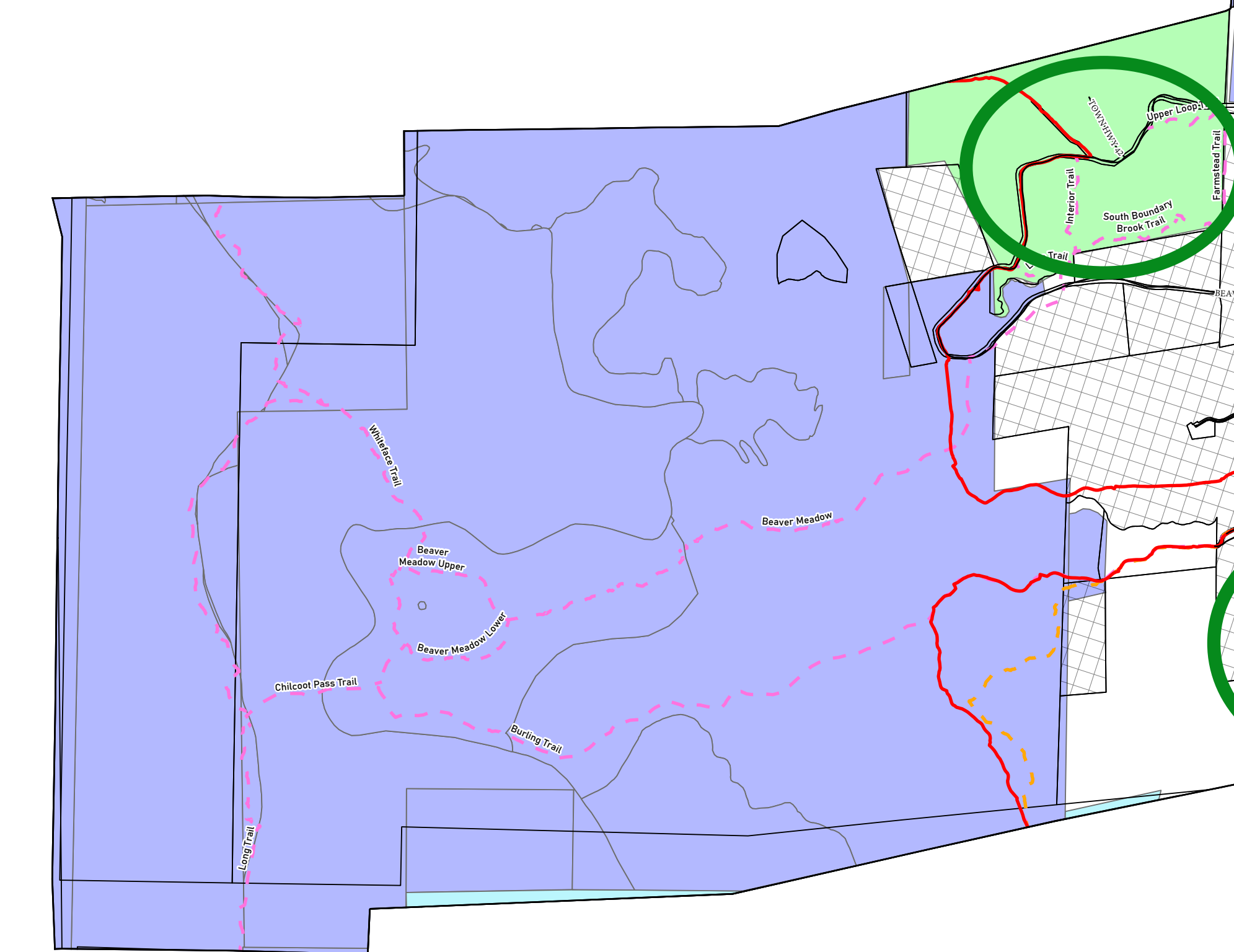
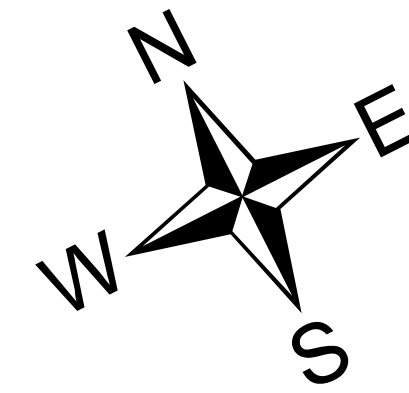
Chief Corey Boisvert

Morristown Conserved Land

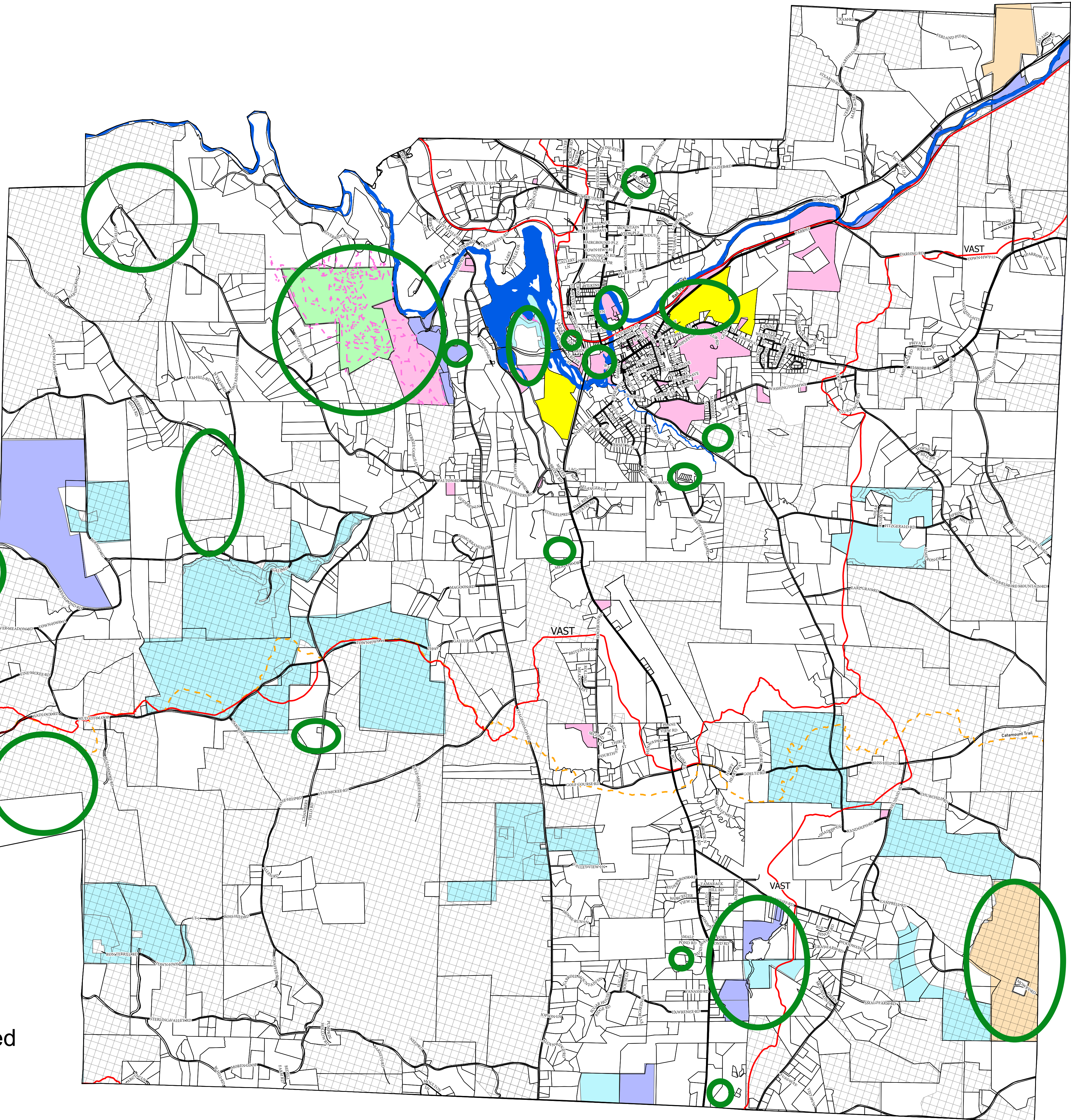
Legend

Conserved Land Organizations

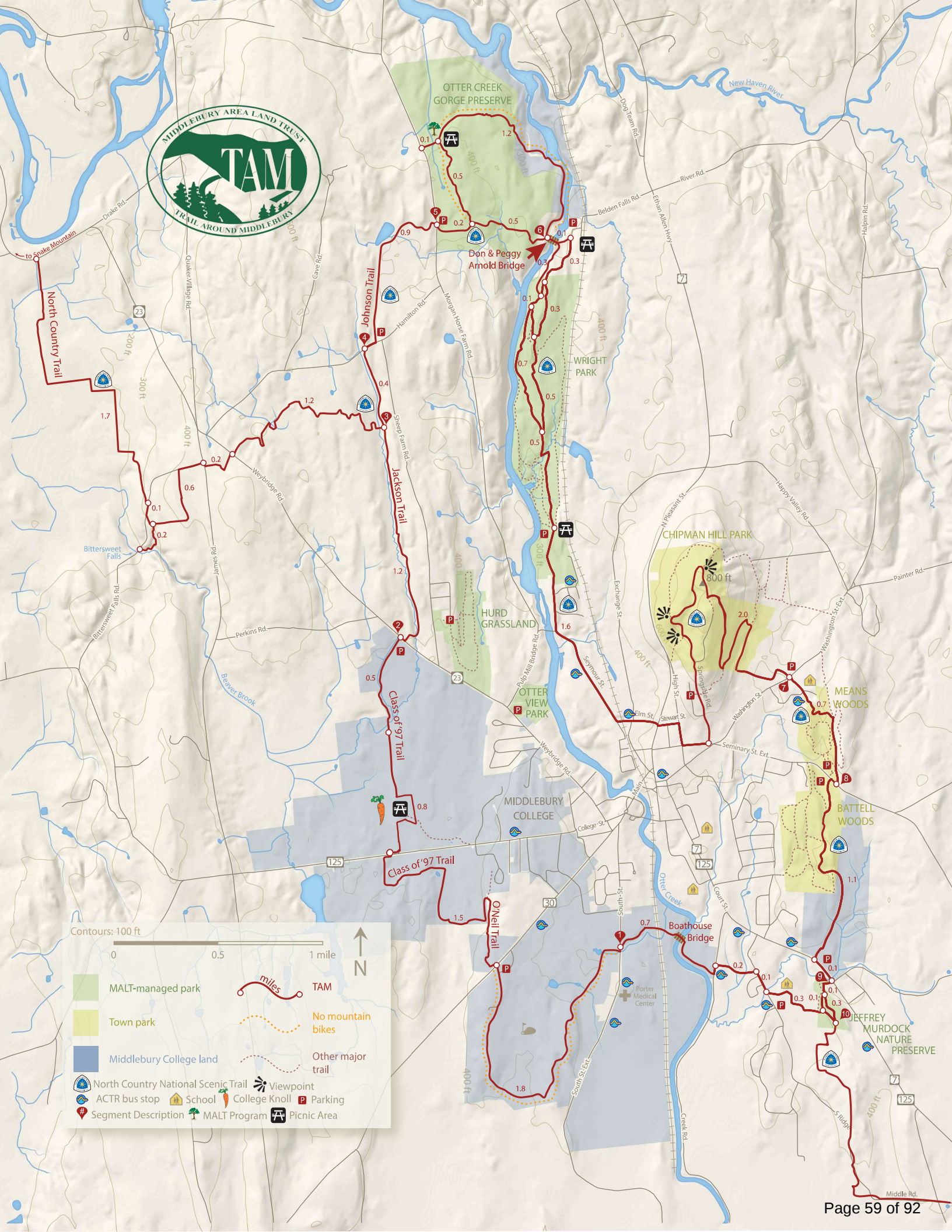
- Local Government
- Non-Governmental Organization
- Private
- State
- Municipally Owned but Not Conserved
- Current Use Parcels
- Schools
- Water Bodies
- Trails
- VAST Trails
- Catamount Trail



Existing Trails: Uses Vary or Are Unverified



0 1.5 3 Miles



Contours: 100 ft

0 0.5 1 mile

North Country National Scenic Trail

ACTR bus stop

Segment Description

MALT-managed park

Town park

Middlebury College land

ACTR bus stop

School

College Knoll

MALT Program

Viewpoint

Other major trail

Parking

Picnic Area

TAM

No mountain bikes

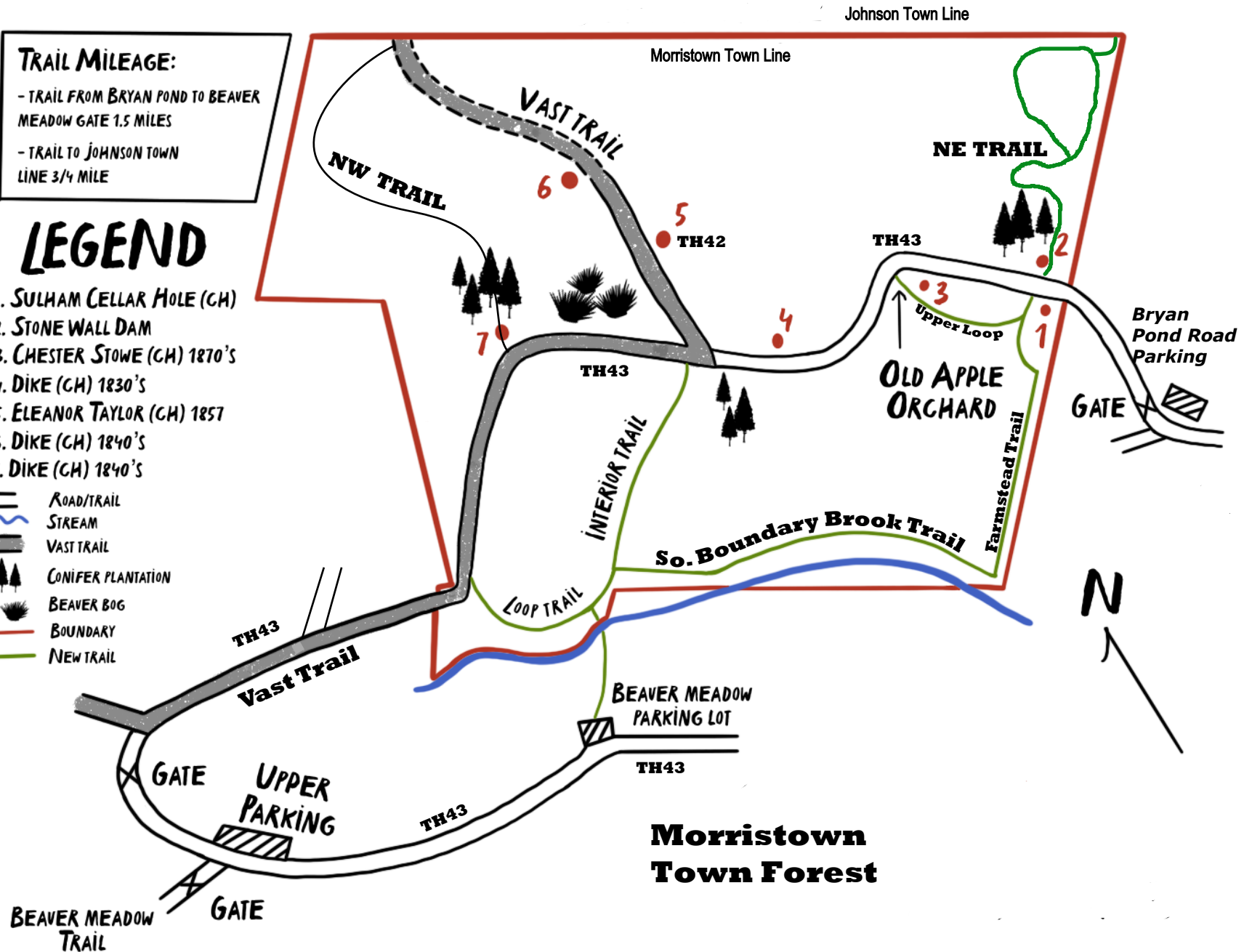
TRAIL MILEAGE:

- TRAIL FROM BRYAN POND TO BEAVER MEADOW GATE 1.5 MILES
- TRAIL TO JOHNSON TOWN LINE 3/4 MILE

LEGEND

1. SULHAM CELLAR HOLE (CH)
2. STONE WALL DAM
3. CHESTER STOWE (CH) 1870'S
4. DIKE (CH) 1830'S
5. ELEANOR TAYLOR (CH) 1857
6. DIKE (CH) 1840'S
7. DIKE (CH) 1840'S

- ROAD/TRAIL
- STREAM
- VAST TRAIL
- CONIFER PLANTATION
- BEAVER BOG
- BOUNDARY
- NEW TRAIL



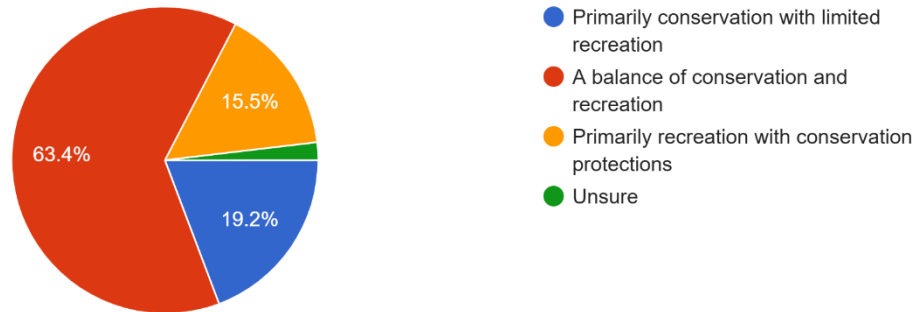
Not To Scale

11/2024

Muddy Moose Conservation Easement – Community Input (213 responses)

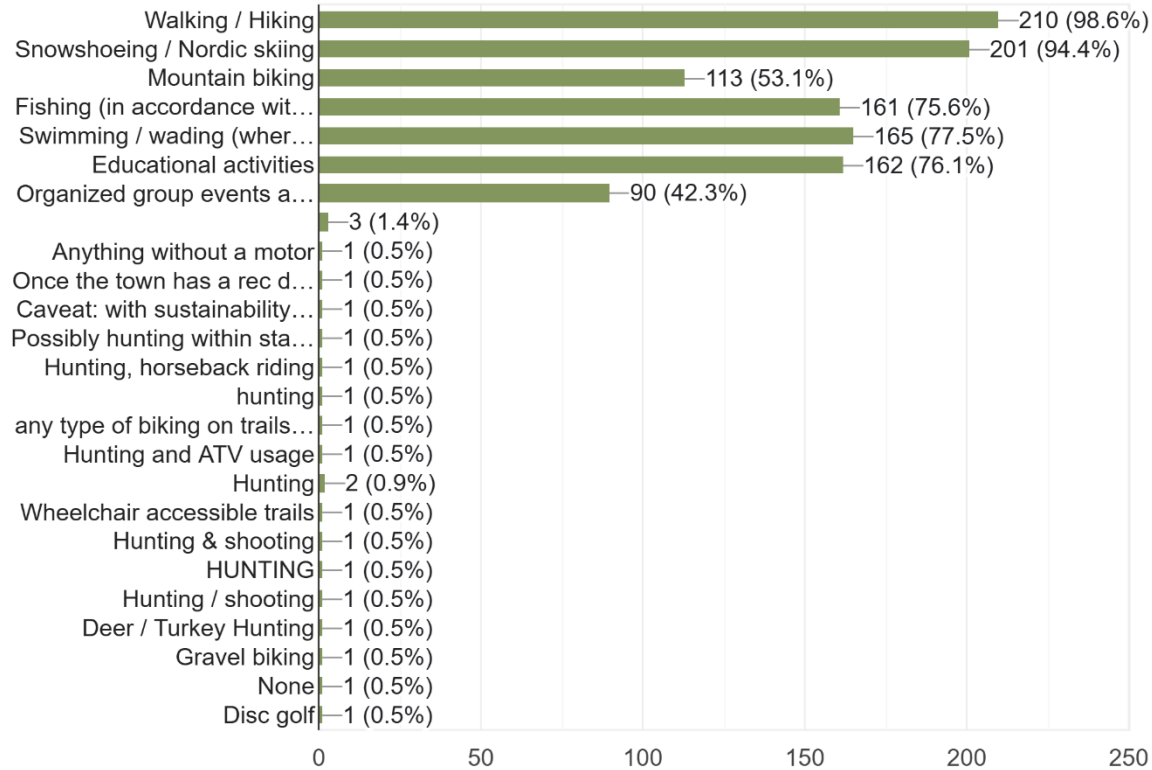
1. Overall Direction If Muddy Moose becomes Town-owned and protected by a conservation easement, how should the property primarily function?

213 responses



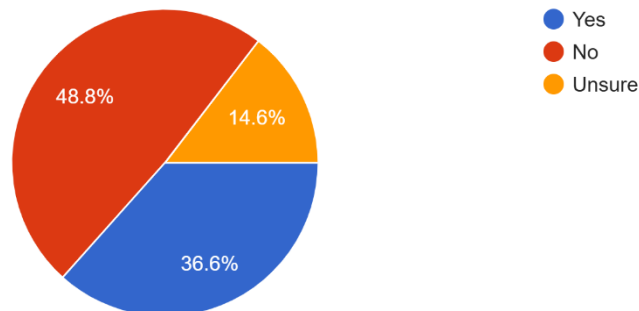
2. Recreational Activities Which types of activities should be allowed under the conservation easement? (Check all that apply.)

213 responses



3. Hunting Should hunting be allowed on the property, consistent with Vermont state regulations?

213 responses



Please share any additional comments (optional)

Provide composting outhouse and wasted disposal

It would be nice to have a local trail system that does not have wheeled access aka fat bikes or mountain bikes. With the new proposal for a mountain bike hub at Beaver Meadows/ Rooney property , most of the trails in this area have become very heavy with mountain bike use and it would be nice to see a trail system devoted to a slower pace

Thinks craftsbury outdoor center on a smaller scale.

1. I think it would be reasonable to close the area to recreation during deer hunting season- at least rifle season. 2. Need to be careful to not allow certain e-mountain bikes that are overpowered.

It's a great outdoor property that should be shared with all nature lovers

It depends on what are the other allowed activities, and to what scale. Is there currently hunting allowed?

Use should be low impact in accordance with the general goal of conservation.

Condiser how this land can drive more revenue for the town - Tourism. Mountian Biking and fishing are leaders within the lands resources. Better access to the water in the area would be greatly beneficial.

No motorized activities please.

The VT Constitution recognizes the right of Vermont citizens to "fish and fowl" on land that is not posted. If the land is going to be publicly owned the rights of everyone should be included in its use.

I'm curious about parking lot location and considerations of additional traffic for Cote Hill road maintenance and public safety as there are a lot of walkers on Cote Hill.

Narrow steep trails should not be allowed for mountain biking too much erosion

With ample public lands that allow hunting, it would be nice to have a parcel in Morristown that doesn't allow hunting.

maybe a QR code noting hunting season guidelines for public education; posted areas near housing

This is an amazing opportunity to grown the conservation and recreation land in town.

Sustainable trail infrastructure to mitigate mud and ensure lasting use

Our land connects to this parcel and we are happy to hear it will potentially be conserved!

No organized activities that would increase traffic. I would favor a set up similar to the Morristown Forest trails. Low key, but accessible.

I would really like to hike somewhere where I feel safe—somewhere there are no hunters, or, even scarier, trappers! At least hunters (usually) identify their target before shooting. Trappers don't care what they catch and they just kill and toss animals they can't use. It's barbaric!

Make sure that the tax assessment is correct

I am unaware of the mission of the easement, but all human powered activities are typically appropriate.

There are residents on all property lines and directly on Muddy Moose property. Hunting should not be allowed! Also there will be little police monitoring and some will not be respectful of adjoining neighbors.

No trapping either

No trapping. No hunting. No hunting with dogs.

Some of the trails are rather steep and wet for summer use. Some reroutes and repairs should be done before encouraging hiking or biking. The Class 4 connection down to the river is a nice link to have for gravel bike rides, but it's also too steep and wet currently. There could be a better route established to make that connection. I've never XC skied the trails, but they are probably fun (and exciting) to ski.

Trapping allowed also, consistent w vt regs

Absolutely NO HUNTING!!! People need to recreate and enjoy nature without fear of getting shot at, there are other places to hunt. Its whole purpose is to conserve it....the land and the animals. Let some things be wild and be a part of nature without men tampering with it. For hygiene sake, we have to have restrooms for the public, but otherwise leave it alone!

IF ATV OR SNOWMOBILE ACTIVITY WAS EVER CONSIDERED, WE'RE CONCERNED ABOUT ATV/SNOWMOBILE TRAFFIC ON COLE HILL RD. IF IT WAS EVER CONSIDERED, IT SHOULD BE ONLY ON MUDDY MOOSE, AND NEVER HAVE COLE HILL RD. BE AN ACCESS TO MUDDY MOOSE...

The current trails are super muddy so I highly suggest adding in some language to support improvements or something about making sure they are sustainable, safe, etc

The main consideration should be conservation.

Hunting is fair. I am NOT a hunter, but those I know who do hunt can report any environmental issues from being on site... typically with far better acumen than ANR or other so called experts. My opinion as an "old guy" Morristown resident.

Users need to be respectful of neighbors and their concerns. Access and parking which are presently being designed by SLT, need to be well thought out and include community and neighbor input. Considerations for restrooms, good signage, trail head kiosk, etc. which SLT plans to address, need to be a part of the Town's acceptance of the property.

Residences surround this piece of property. Activities should be limited to keep the area remote. There are serious concerns to those of us who live in the area that unknown amounts of people will be invited and there will be little or no monitoring of their activities. Police patrol is almost nonexistent. It is questionable whether maintenance of the roads, parking areas, and the property itself will be ongoing. There shouldn't be hunting since it is a residential area in each direction and with people walking. Unfortunately, people will disrespect the land and some will not follow the rules and property boundaries.

I would love a place close to home to get out and hike and bike and enjoy the waterfalls and trails. Snowshoeing in the winter would be an added bonus! I think it would be a great thing for Morristown!!!

Concerned about future costs

We are close neighbors and are concerned about the potential of adding mountain bike trails. We know this area is an important to many wildlife species. We are hoping that mountain biking is not included as we are concerned about the impact on the already established ecosystem.

Multi-use seems like the best idea.

I'm not opposed to hunting but if there is recreational activities, it seems it could lend to an unsafe situation.

If location of tree-stands or the number of hunters is of concern to people then perhaps a fixed number of stands can be set in designated areas with a "safety perimeter" flagged/marked. Or "Hunting Zones" designated and hunter can choose to place their stand anywhere within that "zone." Hunters can apply by lottery (free) for access to a designated stand each year. Thus 'Hunting by Permission Only'. No running of dogs for Bear Hunting.

Protected land is becoming less and less around the country, please keep as much of Vermont preserved as possible because once it's developed it's gone forever, including the wildlife and plants we live beside.

Great area to be added to recreational opportunities but should we should also be balancing natural usage, without excessive signage etc. let those who want to explore, explore but keep it wild as it can be. Less 'regulation' and 'rules' General common sense for those who are comfortable in the woods, with dogs off leash, bikers passing by, hikers etc. don't bring 'a metropolitan/city attitude' to a natural, rural, environment. Keep it as minimal and natural as possible.

Please invest in strong drainage on the trails

Trails are always good thing! Additional "Morristown Forest" land with a couple footpaths. The parcel is small enough also could just be conservation land. Public use.

I don't think that the adjoining property owners would want this conservation area to become a high use activity center

It would be great to have more local multiuse trails for year-round hiking/trail running.

No hunting, trapping or hounding! Let's help keep this land wild and a safe place for wildlife.

We want to attract diverse stakeholders who have not historically had the privilege of recreating in nature. Those stakeholders may not choose to recreate in an area that is frequented by hunters as many people don't understand the hunting culture. I think we need to offer more safe, gun-free spaces to offer those folks. Hunting is already allowed on close to 900k acres of public lands in VT.

This would be an amazing asset for this community!

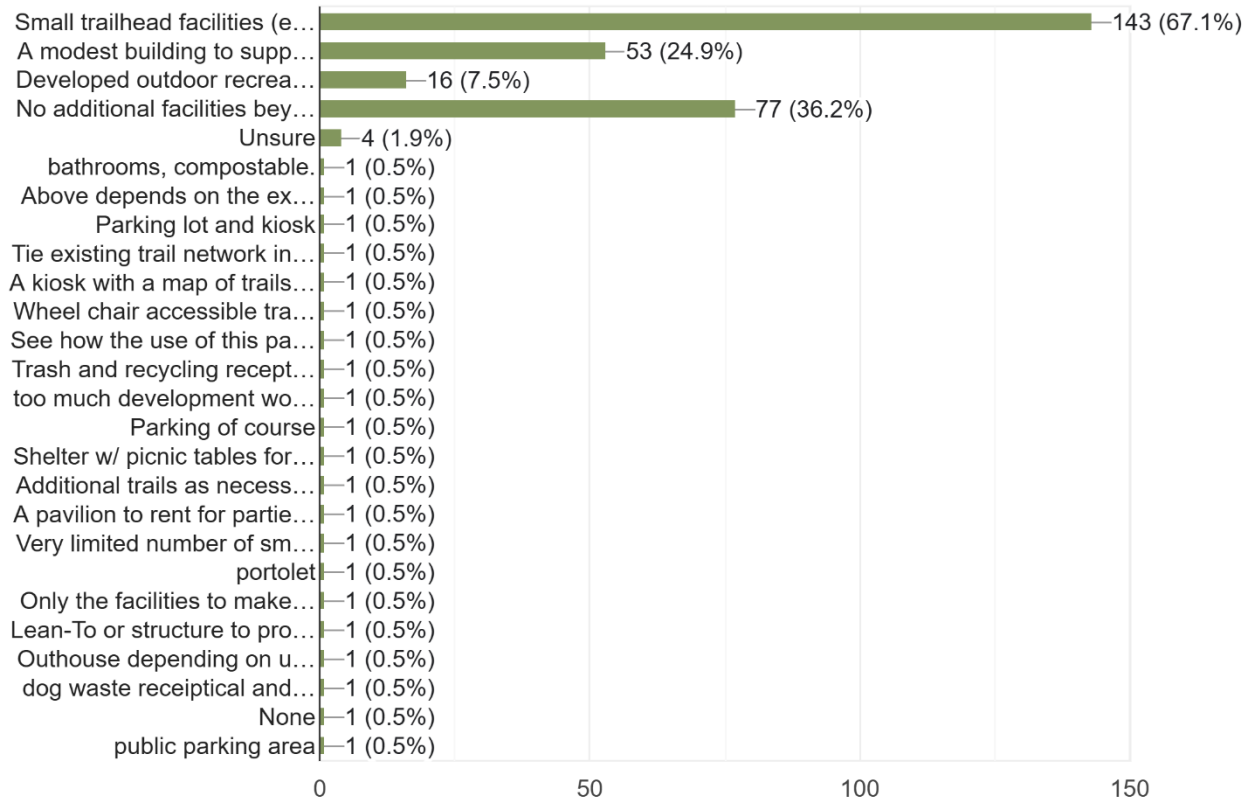
Property should remain open to all users during hunting season.

Mountain bike trails would be a huge community asset

Hunting should not be allowed or even an option

4. Facilities and Development What types of facilities, if any, should the conservation easement allow in designated areas of the property? Note: Inc...prove any specific project. (Check all that apply.)

213 responses



5. Comments

Please share any concerns, priorities, or additional comments regarding the conservation easement for the Muddy Moose property.

I think this would be a great opportunity for the town and help bring additional recreational activities for residents and visitors.

Car traffic on Cote hill and Fontaine

If professionals knowledgeable about forest management think that timber harvest would be appropriate/beneficial, I think that should be allowed.

It is a bit far from town to justify developing this property with too much infrastructure. I think keeping it in conservation with low impact recreation- walking, nordic skiing, mountain bike trails would be great. This is really exciting!

One of my favorite places on earth. Keep it beautiful

i would love a small parking area and mountain bike trails with access to swimming

This is a beautiful place and should be conserved for non intrusive recreation.

Over “improving “ the property with with facilities and structures making the area “more user friendly “

Love this project! Great work folks.

This is super for the community. We should go for it.

Yes to responsible logging.

I live on Cote Hill and the traffic on the road is high already. Keep the Muddy Moose as undeveloped as possible would be my preference. No kiosk, no bathroom, just trails to walk or snowshoe.

Loss of tax revenue, homeless encampments

maybe establish friends of muddy moose to maintain trails and monitor trail damage

We're excited!

Definitely do not support large athletic fields or facilities. Trails only.

My concern about a lot of activities is access that does not disrupt the people who live therer.

Make sure that the assessment is correct for taxes. Should be at least 2 million

No events, no camping, no overnight stays or overnight parking. No facilities as this will attract unwanted activities in the future! There has already been issues with parking in the turnaround restrictions around residents driveways!

As a member of the mountain biking community it would be great to see more trails in this area. It also serves as a great connector for gravel riding between Morristown and Johnson via River Road. A connector trail in this area would be great.

Most importantly, finding the appropriate balance of recreation and conservation is important for maintaining comfortable habitats for wildlife and a thriving forest ecosystem. I am sure this will be considered thoughtfully by the trails committee with the assistance of

a SLT member. Maintaining and improving the existing trail network should be the main focus as the town takes ownership of the property. It's awesome to already have a backbone there. A bike-able trail to connect to River Rd would be the number one expansion I would love to see. Additional access between Walton rd to the rail trail/rt 15 would be so nice. I would imagine creating formal mountain bike trails could be very popular and help bring people into town. This would obviously need to be a bigger discussion, mainly with Hank so his toes aren't stepped on. It would be a large financial undertaking to create and maintain something like that. However, mtn biking tourism is booming in Stowe and Waterbury, bringing in significant revenue to those towns, and should be in Morrisville too. Thank you for considering your constituents thoughts in this process.

This property is located at the end of a dead end road. It should not generate undo traffic on this road.

Great opportunity for Morristown!

No trapping. No hunting. No hunting with dogs.

Habitat loss is the main threat to the survival of wildlife in the US. Any additional development or facilities are a concern for wildlife conservation. Any increase in activity is a concern for wildlife conservation. Wildlife show the strongest avoidance to spatially unpredictable activities, like increased backcountry skiing in new zones

The Town forest at Duhamel road has already been overrun by the mtn biking community and their ever expanding trails. Please take this opportunity to preserve this land for other populations of Morristown outdoorspeople.

I don't think geographical location warrants any type of group recreational facilities that might gather large crowds or make noise... Athletic fields, skate park, etc.... Disc golf would probably be a popular one.

Would be great if the trails are groomed for XC skiing in the winter!

No motorized vehicles beyond the parking area.

IF ANY FACILITY WAS EVER CONSTRUCTED, WE'RE CONCERNED IT WOULD BE VANDELIZED JUST LIKE THE BATHROOM WAS ON THE RAIL TRAIL IN MORRISVILLE.

Please consider neighbors' concerns along with input from conservation minded community members.

No motorized vehicles except for disabled persons. No snowmachines, motor bikes, 4 wheelers and the like. Should not be limited to just tree huggers. Part of true conservation includes hunting per the state guidelines from the Fish and Wildlife agency.

I thought there was to be an affordable housing element to this proposal? Has that been dropped?

None. Allow legal hunting, in season.

Very excited that this 150-acre parcel will be permanently conserved for future generations to enjoy. The Town would benefit from owning this land so that it may better direct its usage by the public. Concerns over future maintenance costs should be ameliorated by the availability of grants.

My husband and I (as well as others) bought and developed where we are because it's a quiet area. We were given the idea that it was going to be preserved with some hiking on the trails. Now with this survey, anyone can comment and make suggestions on what goes on near our homes (and the possibilities are endless especially since they don't live near here). Inviting unknown amounts of people and having it torn up isn't really protecting it. There are too many potential problems and issues, some of which are already happening in the turnaround at end of Cote Hill Rd. I am also concerned about fires, camping (similar to the homeless encampments around town), illegal activities, and safety of people and their property in the existing neighborhood. There will be more traffic on the road not following the speed limit, stopping anywhere they want (even using private drives!), doing power turns, drinking and throwing their beer bottles out the window. It goes on now but it will just get worse. Please take our concerns seriously. Thank you.

None

Concerned about future costs to tax payers

We hope this space can become a walkable/skiable (nordic) space for people to enjoy!

Always wanted to explore down there, but wasn't sure about access.

Please allow leashed dogs on trails

My preference would be conserving the land, yet making it available for outdoor recreation activities such as hiking and Nordic skiing. While I don't think adding additional buildings would be a good idea, I do think a small kiosk and restroom is always important at trailheads in order to keep it safe and clean for all users.

Leave it as a wilderness area with NO motorized vehicles (wheel chair access excluded)

Will overnight parking be allowed? Will camping be allowed?

This is a beautiful property that is vital to so many lives, big and small, and it should be valued as such by the surrounding community of humans. With how many protections are being striped away and development happening at such an alarming rate, we need to value the protection of natural landscapes and homes.

Thank you for asking for our input!

There are plenty of nearby developed mountain biking trails (which I have used) so it would be nice to keep this land area as primitive (no need to build bike berms, etc.) and quiet as possible. It's a beautiful area that deserves to be enjoyed both visually and aurally.

When things become too 'main stream'/ well marked, well advertised, you deal with uptight people complaining about off leash dogs, or bikers going by, etc. I enjoy all sports, biking hiking, fishing, swimming, walking my dogs and seeing other (off leash) dogs (even if they bark a bit, run up to us etc, and do normal dog things when figuring out other new dogs). It ruins a space when tourist can google a spot and show up with their 'city views and rules' in a rural, rugged area. Keeping this areas as simple and natural as possible for locals and WILD LIFE etc is crucial. keep it open for multi use, but on the 'down low'. This is a wonderful opportunity for our community, and I hope all the locals can gather, bike, hike, let the dogs run free etc.

Need to make sure all kinds of people feel safe recreating here which means no guns/no hunting!

Low key walking trails

Clear and adequate parking areas would be ideal to avoid impact to surrounding areas and roadsides. Too often there are great trail systems without proper parking availability, this should be taken into account.

I think this is an excellent opportunity for the town to acquire land that has potential for both recreation and conservation. We are essentially acquiring this at no cost and only have to pay maintain the property. This is something we need so we can add to our outdoor recreation options.

Let's help keep this property as wild & safe from harm as possible.

Make it a safe, friendly place for families to wildlife watch and other forms of passive recreation.

fixing up the muddy trails

How will the facility be monitored and maintained

Allowance for mt bike specific trails. Multi-use trails can become problematic. Trails should be single track, no flow or jump trails. Hand built. Constructed by mt bikers or professional trail builder. Speak with Lamoille Valley Property Owners about a ROW trail corridor to connect to Duhamel Property. Speak with adjoining landowner on Johnson side of property regarding ROW to allow for access to E River Road. The idea that someone is going to groom these trails for skiing seems to be a stretch. Purchasing a snowmobile and tracker is not money well spent. If bathroom is provided at Muddy Moose the same should be provided at the Duhamel property.

Maximize conservation of wildlife habitat.

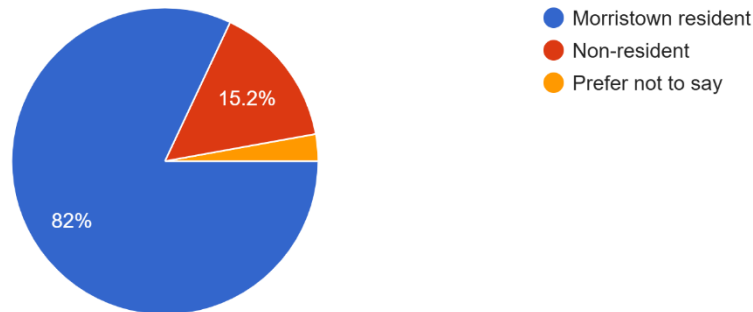
our community needs more accessible spaces and connections to outside. The more ways we can gain more spaces to preserve and create recreation the better.

This is a sweet deal for Mr. Pepe, but another expense that the town taxpayers do not need to pay for.

About You (Optional)

Which best describes you?

211 responses



If you would like to share more about your connection to Morristown:

I live on Cote Hill.

MCC member

No

I live in the neighborhood of this proposal and would love to see public access to the trail network

I live on Cote hill road

I grew up in Morristown

Live at 788 Moren loop

A neighbor in Stowe

community and recreations, shopping and food

My husband grew up in Stowe. We own a small business in Stowe and moved to Morrisville 2 years ago. More community amenities and trails would be great!

Spent the past 12 years visiting

I serve on the BCA, served on several Town committees as well as a former member of the Selectboard.

I lived in morristown for 5 years and now live in hyde park

I am an avid recreationist, local nearby resident, and former MCC member

Resident of Vermont forever, Morrisville for over 30 years

I work and recreate in Morristown.

Lived here for 50 years!

I have lived 1.5 miles from the site since 1986.

Have lived here for the last 50 years and owned businesses in the area

I grew up in the area and have lived in Morristown for the past decade, after buying land and building our home here. Our family recreates (hikes, bikes, and skis) and enjoys the natural beauty and wildlife the area supports.

Thinking of buying a log cabin in Muddy Moose

My wife teaches at PA and I spend a few days a week in Morristown.

I live on Cote Hill and would be directly impacted by this development

In-laws are residents, recreate there often.

Since childhood, I have been given the natural beauty of Morristown to enjoy. Preservation of the Muddy Moose acreage helps continue this for all.

Visit for recreation and education

I live here own property pay taxes

High school teacher, former Selectboard member, parent, home owner, Morrisville "native" (grew up in this town), mountain biker, xc skier.

Neighbor to Muddy Moose

An ER nurse who commutes to work via singletrack in the Cady Falls Nursery trails.

life long resident concerned about current development without preserving our rural vibe

Resident of 4 years, avid outdoor recreator (gravel biking, hiking, every human powered snow activity), bike/ped advocate

Work and recreate in Morristown.

Born and raised, visit parents there often

I am a teacher at Peoples Academy and live in the town over. I spend a lot of time recreating in Morrisville.

Please help preserve the Simons Bliss Hill Property!!!!

resident

Born and raised here. Let's start some ATV trails... Morrisville needs to get caught up to times.

I live in Hyde Park directly across the river from the Muddy Moose Property

Lucky to live, work, and recreate here!

Planning commission vice chair

Live on Sterling Valley Rd

It's my "downtown" I live in Elmore

WE'RE CONCERNED ABOUT MORE TRAFFIC ON COLE HILL RD...

Local

I have lived here for 4 years and love the natural recreation opportunities. I am happy that Morristown is considering being stewards of this property and I hope they do agree to this.

I work in Morristown at NCVRC and we promote healthy lifestyles as a way to encourage and support long-term recovery. Having this land being used for recreation would aid in our available resources for outdoor/recreational spaces.

Lived here all my life.

Live in neighboring Stowe

Here since 1966

I live on Cote Hill.

Resident

Our property shares property lines with this property.

neighboring town

We live on Cote Hill rd

We recently moved here from NJ. Very happy to see the active conservation efforts with recreational benefits.

Hyde Park resident, frequent hiker, cyclist, nordic skier, fisherman, etc

Resident for 45 years, former school board member and member of the Lamoille Housing Partners Board of Directors for 12 years

Have lived here for 16+ years

Born here, raised here, and hope to see it prosper again.

Would like to move there in the near future. Work in Stowe.

Prior owner of the Muddy Moose property

Selectboard and Business person

I've lived on Cote Hill for many years and I'm excited to have trails close to my home, as I love to hike!

I've lived here for over 10 years and muddy moose is one of the most beautiful places I have ever had the opportunity to experience and I hold it very dear to my heart.

Home

I have lived here for over 20 years. I am an avid mountain biker, hiker, and skier.

I live on Cote Hill Road and would prefer to maintain the beauty and quietness of this location. As with many if not most rural Vermonters, we live here because of these conditions. The countryside should remain so for both residents and visitors.

I live in the County

I live in the town over

I work in Morristown

I grew up in Williston and am currently working/living in Morrisville. I rent an apartment.

I have lived between Stowe & Morrisville for 32 years and have been a Realtor for 26 years.

We used to live on Fontaine Hill Rd and got married at Muddy Moose and know and love the property. We now live just down the in Johnson and are both educators in the area

We live on Old Shady Lane, located off the same cul de sac with Muddy Moose

Hyde park resident

I am on the Morristown Development Review board and MACC

I work and live in Morristown.

I live in Stowe and recreate in Morristown

Stowe Resident

I also work in morristown

A teacher in the district

i have lived in Morristown for 10 years and love this community

life time resident of the town. And I'd like to see the town create a community and treat its taxpayers equal as our town grows with change.

Work in Morrisville, Live in Johnson

I used to live in Morristown and currently own apartments in the downtown area.

parent, outside enjoyer in all seasons, and recreation supporter

55 year resident and taxpayer. Member of Development Review Board.

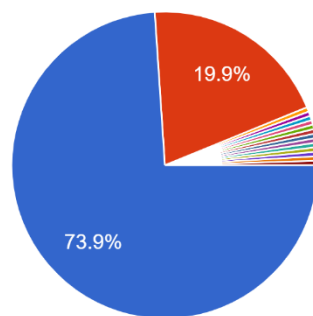
Full time resident

I live on Moren Loop

Live downtown

How often do you participate in outdoor recreation in natural areas such as forests, trails, or similar properties?

211 responses



- Frequently (weekly or more)
- Occasionally (a few times per year)
- Rarely
- I do not regularly participate in outdoor...
- Currently, mainly in the non-winter days
- Mostly gravel riding, LVRTand dirt roads.
- Pond swimming frequently in summer...
- We have most of these amenities in o...

▲ 1/2 ▼

No. M-2. An act relating to approval of the adoption of the charter of the Town of Morristown.

(H.17)

It is hereby enacted by the General Assembly of the State of Vermont:

Sec. 1. CHARTER ADOPTION APPROVAL

The General Assembly approves the adoption of the charter of the Town of Morristown as set forth in this act. The voters of the Town approved the proposal of adoption on November 5, 2024.

Sec. 2. REDESIGNATION

24 App. V.S.A. chapter 129C (Town of Northfield) is redesignated to 24 App. V.S.A. chapter 129D.

Sec. 3. 24 App. V.S.A. chapter 129C is added to read:

CHAPTER 129C. TOWN OF MORRISTOWN

§ 1. CORPORATE EXISTENCE RETAINED

The inhabitants of the Town of Morristown, within the corporate limits now established, shall continue to be a municipal corporation by the name of the Town of Morristown.

§ 2. GENERAL LAW; APPLICATION

Except when changed or modified by this charter, or by any lawful regulation or ordinance of the Town, all of the statutes of the State relating to municipalities shall apply to the Town.

§ 3. TOWN MANAGER

(a) The Town Manager shall be the chief executive officer and the head of the administrative branch of the Town government and shall be responsible to the Selectboard for the efficient administration of the municipal affairs of the Town.

(b) The Town Manager shall have the authority to hire, appoint, discipline, and remove all Town employees, subject to the provisions of personnel rules approved by the Selectboard. The Town Manager may authorize a department head to hire, appoint, discipline, or remove an employee, subject to the Manager's discretion and supervision.

Sec. 4. EFFECTIVE DATE

This act shall take effect on passage.

Date Governor signed bill: May 5, 2025



**TOWN CHARTER COMMITTEE MEETING MINUTES
OF JULY 16, 2024**

Members: George Cormier, Judy Bickford, Don McDowell, Chris Palermo, Laura Streets, Richard Craig, Sara Haskins*, Brian Yeaton, Christopher Moks

Absent: Craig Santenello

Staff: Carrie Johnson, Project Manager; Brent Raymond, Town Manager; Judi Alberi, Executive Assistant

Guests: Martin Green, Tom Cloutier, Alex Cyr, Henry Glowiak, Michael Jansen, Alan Van Anda, Tim Monaghan, Heath Parras, Denis Nepveu

**participating via Zoom*

5:30PM - CALL TO ORDER

Don McDowell called the Charter Committee Meeting to order at 5:34PM at the Tegu Building. Meeting began a few minutes late due to video technicalities.

5:31PM - AGENDA CHANGES/ADDITIONS

Changed the order of items under new business:
Switched item 2 and 3.

5:32PM - APPROVE MINUTES

1. Approve minutes of 3-18-24

Motion made by Chris Palermo to approve the minutes of 03-18-24. Motion seconded by Judy Bickford. Motion carried. (6/0/2) Don McDowell and George Cormier abstained. Sara Haskins joined via zoom and was not heard until after minutes were approved.

2. Approve minutes of 6-24-24

Motion made by Chris Palermo to approve the minutes of 06-24-24 Motion seconded by George Cormier. Motion carried. (8/0)

5:35PM - NEW BUSINESS

1. Charter Committee (CC) Charge

Carrie Johnson encouraged the committee to help all move in the same direction, with no subversive intent, and she would like the public to see the committee working together, focusing on facts, with all Selectboard members valued. This was in response to Laura Streets accusation that the local option tax had not been removed from the agenda, thus contributing to the committee being deceptive. This began a debate on clarification of the committee's charge, specifically whether drafting language for the local option tax is within its scope.

Laura felt the Committee's charge did not allow talk about the LOT. Don McDowell refuted this by stating in the original charge it was not outside the charter. Discussion followed with some community members following Laura's concern and others agreeing with Don's statement. Others expressed concerns about the transparency of the committee's work and questioned the availability of documents and materials available to the public. Although the committee has yet to start discussions with the local businesses, some felt there was no communication with local businesses regarding the local option tax. The committee agreed on the importance of public participation and transparency in the decision-making process. The public education portion of this process had not begun, a fact that seemed misunderstood during the exchanges with those making public comments. Carrie took a moment to review the intended outreach plans. Town Administration has been discussing public education outreach and will be putting more info on the town website. It should be noted that effective local government (Roberts Rules) requires a quorum or consensus to move forward but not 100% consensus.

2. Review final charter draft, forward to Selectboard

Motion made by Chris Palermo to accept the fifth draft of the Town Charter and send it to the Selectboard. Motion seconded by Judy Bickford. Motion carried (9/0).

3. Review and discuss best configuration for the charter committee

Several proposals were offered to the group in regard to the future configuration of the Charter Committee. Chris Palermo suggested that the committee continue in the same configuration with the same members. Laura Streets advocated for ending the committee now and reappointing the committee to a smaller size with fewer selectboard members. A community member suggested that the Charter Committee continue with community residents and little to no selectboard members. Discussion regarding these suggestions continued. Another issue arose about the definition of residence for committee members. It was decided that the selectboard would address these issues when reviewing the committee configuration.

6:12M - OLD BUSINESS

None

6:15PM - OTHER BUSINESS

1. Local Option Tax (LOT) Motion to forward a recommendation to the Selectboard

The Charter Committee consensus is to forward the LOT discussion to the selectboard.

2. LOT facts timeline - Communications to residents

This item will be forwarded to the selectboard committee.

6:30PM - ADJOURN

Motion made by Judy Bickford to adjourn. Motion seconded by Richard Craig. Motion carried. (9/0)

Meeting adjourned at 7:04 pm

Submitted and filed this 7/16/2024.

Bonnie McDermott, Scribe

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



SELECTBOARD MEMORANDUM

To: Selectboard
From: Sara Haskins, Town Clerk
Date: March 16, 2026
Subject: Approve Lien Discharge- Ashley Wells

Suggested Motion:

I moved to discharge the lien placed against the property of Ashley Wells located at 13 First Street that was recorded in the Morristown land records on December 2, 2025 in Book 363 page 296.

Attachments:

1. SKM_C360i26031114410
2. SKM_C360i26022415570

DISCHARGE OF LIEN

Notice is hereby given, pursuant to 32 V.S.A. SS 5061, that the lien filed by the Town of Morristown against real estate of **Ashley Wells** located at 13 First Street in said Morristown, County of Lamoille, State of Vermont dated December 1, 2025, and recorded on December 2, 2025 in Book 363, page 296 of the land records of the Town of Morristown and State of Vermont is hereby satisfied and discharged.

Dated at Morristown, Vermont, this _____ day of March 2026.

Approved

Morristown Selectboard

Collector of Delinquent Taxes

Don McDowell

Sara Haskins

Richard Craig

George Cormier

Leah Hollenberger

Rosemarie Belanger

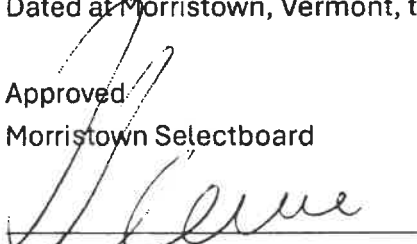
NOTICE OF LIEN ON REAL PROPERTY

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.

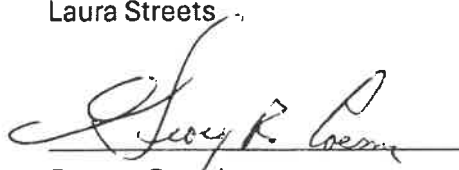
Dated at Morristown, Vermont, this 1 day of December 2025.

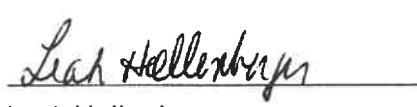
Approved
Morristown Selectboard


Don McDowell

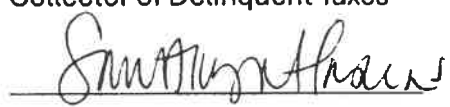

Richard Craig


Laura Streets


George Cormier


Leah Hollenberger

Collector of Delinquent Taxes


Sara Haskins

NADINE L. SCIBEK

Attorney at Law

RECEIVED

FEB 24 2026

TOWN OF MORRISTOWN

10:15 AM

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

February 18, 2026

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

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

Dear Clerk-Treasurer Haskins:

Enclosed please find a copy of the Findings of Fact & Order of Abandonment that was issued by the Court on February 17, 2026. The Court has declared this mobile home abandoned and uninhabitable. Pursuant to the Order, all property taxes owed to the Town are uncollectible. An agent from Ship Sevin II, LLC will contact the Town directly to obtain any necessary permits, so the home can be removed and destroyed as ordered. Please remove this property from your tax roll/Grand List.

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

Sincerely,



Nadine L. Scibek

NLS/bsb

Enclosure

cc: Cindy Whitham (w/ enc.)(via email)

SUPERIOR COURT
LAMOILLE UNIT

STATE OF VERMONT

CIVIL DIVISION
CASE NO. 26-CV-00653

IN RE: ABANDONED MOBILE HOME
OF ASHLEY WELLS

FINDINGS OF FACT & ORDER OF ABANDONMENT
(Uninhabitable Mobile Home)

The above-entitled action came before the Court on February 17, 2026 for a final hearing on the Verified Complaint of the Petitioner, Ship Sevin II, LLC ("Ship Sevin") dated January 29, 2026. Ship Sevin was represented by counsel, Nadine L. Scibek, Esq. The record owner of the abandoned mobile home Ashley Wells ("Wells") was/was not present.

Based on the verified pleadings of the Petitioner, and the evidence presented at the hearing, the Court finds as follows:

1. Ship Sevin is the record owner of the mobile home park known as the Pinecrest Mobile Home Park located in Morrisville, Vermont (the "Park").
2. Wells is the record owner of a mobile home, described as a 1994 Skyline, 14' x 72', bearing serial number 6816-01576 (the "Mobile Home") located at the Pinecrest Mobile Home Park, Lot #44, 13 First Street in Morrisville, Vermont.
3. The Mobile Home occupies the lot in the Park pursuant to a written Lease. Rent for the lot occupied by the Mobile Home is presently \$435.00/month. The lot rent continues to accrue. Currently \$6,050.00 is owed through February, 2026. Wells paid a security deposit of \$363.00 to Ship Sevin.
4. Wells' last known mailing address is 13 First Street, Morrisville, VT 05661.
5. The mobile home has been abandoned and is empty. The last known resident of the mobile home was Wells. All of Wells' personal property is believed to have been removed from the mobile home and utility services have been terminated. The Park's Counsel has communicated with Wells with respect to her intentions with her mobile home with no response.
6. Wells was evicted from the Park for nonpayment of rent on or about August 19, 2025 by the Lamoille County Sheriff's Department. The mobile home has been vacant since that time. The Court issued a Judgment and Writ of Possession to Ship Sevin on July 23, 2025. See Ship Sevin II, LLC v. Wells, Vermont Superior Court, Lamoille Civil Unit, Case No. 25-CV-02397.
7. A reasonable person would conclude that the Mobile Home cannot and has not been occupied as a residence and has been abandoned by Wells.
8. The Court relies upon the testimony of the Park Property Manager Cynthia Whitham evidencing that the Mobile Home is uninhabitable.

9. Ship Sevin filed the Verified Complaint in this matter with the Vermont Superior Court, Lamoille Civil Unit on or about January 29, 2026.

10. Ship Sevin caused a copy of the Verified Complaint and Order for Hearing to be posted at the Mobile Home within five (5) days after the same were filed with the Court.

11. Ship Sevin caused a copy of the Verified Complaint and the Order for Hearing to be sent by certified mail to Wells at her last known address, the Town of Morristown and all lienholders of record.

12. More than twenty (20) days prior to filing, Ship Sevin notified the Morristown Town Clerk-Treasurer of its intent to commence this action. Ship Sevin caused a copy of the Verified Complaint and the Notice of Hearing to be sent to the Town Clerk-Treasurer for the Town of Morristown.

13. Ship Sevin caused the Verified Complaint and this Court's Notice of Hearing to be published in the Seven Days Newspaper on February 4, 2026.

14. Ship Sevin's Verified Complaint prays for an Order declaring that the Mobile Home has been abandoned, transferring the mobile home which is unfit for human habitation to the Park owner, Ship Sevin II, LLC, without public auction so that it may be removed and disposed of accordingly.

NOW THEREFORE, it is hereby ORDERED AND ADJUDGED that:

1. The Mobile Home, currently situated at the mobile home located at the Pinecrest Mobile Home Park, Lot #44, 13 First Street in Morrisville, Vermont has been abandoned in accordance with the standards set forth in 10 V.S.A. § 6248(a).

2. The Court further finds that the Mobile Home is uninhabitable pursuant to 10 V.S.A. § 6249(i).

3. The Mobile Home, plus any security deposit held by Ship Sevin shall be immediately conveyed to the Park owner, Ship Sevin, in "as is" condition and free and clear of all liens and other encumbrances of record, including any and all unpaid property taxes owed to the Town of Morristown, without a public auction so that the mobile home may be removed and disposed of accordingly by Ship Sevin.

DATED AT Hyde Park, Vermont this date: 2/17/2026.



BENJAMIN D. BATTLES
SUPERIOR COURT JUDGE

TOWN OF MORRISTOWN

SELECTBOARD RULES OF PROCEDURE

PURPOSE

The Selectboard of Morristown is required by law to conduct its meetings following the Vermont Open Meeting Law. 1 V.S.A. §§ 310-314. Meetings of the Selectboard of Morristown must be always open to the public, except as provided in 1 V.S.A. § 313. Rules of procedure is a set of rules for conducting orderly meetings that accomplish goals fairly.

APPLICATION

This policy setting forth rules of procedure shall apply to the Selectboard of Morristown, referred to below as “the body.” These rules shall apply to all regular, special, and emergency meetings of the body.

ORGANIZATION

1. The body shall annually elect a Chair and a Vice Chair. The Chair of the body or, in the Chair’s absence, the Vice Chair shall preside over all meetings. If both the Chair and the Vice Chair are absent, a member selected by the body shall act as Chair for that meeting.
2. The Chair shall preserve order in the meeting and shall regulate its proceedings by applying these rules and making determinations about all questions of order or procedure.
3. A majority of the members of the body shall constitute a quorum. If a quorum of the members of the body is not present at a meeting, no meeting shall take place.
4. No single member of the body shall have authority to represent or act on behalf of the body unless, by majority vote, the body has delegated such authority for a specific matter at a duly noticed meeting and such delegation is recorded in the meeting minutes.
5. Motions made by members of the body do require a second. Any member of the board, including the Chair of the body, may make motions and may vote on all questions before the body. A motion will only pass if it receives the votes of a majority of the total membership of the body. In the event of a split vote, the motion will fail.
6. There is no limit to the number of times a member of the body may speak to a question. A member may speak or make a motion after being recognized by the Chair. Motions to close or limit debate will be entertained by a motion to call the question which requires a second. To succeed in calling the question the motion must receive two thirds vote of the board.
7. Any member of the body may request a roll call vote. Pursuant to 1 V.S.A. § 312(a)(2), when one or more members attend a meeting electronically, voting must be done by roll call.
8. Meetings may be recessed to a time and place certain.
9. These rules may be amended by majority vote of the body and must be readopted annually.

AGENDAS

1. Each regular and special meeting of the body shall have an agenda, with time allotted for each item of business to be considered by the body. Any organization or individual, excluding Selectboard members, who wish to be added to the meeting agenda shall contact the Town Manager via email or other written form, to request inclusion on the agenda. Selectboard members who wish to request an agenda item shall communicate their request in writing via email directly to the Chair and may copy the Town Manager. The Chair shall determine the final content of the agenda. Appeals on the decision of the Chair may be made to the entire board and determined by majority vote.
2. At least 48 hours prior to a regular meeting, and at least 24 hours prior to a special meeting, a meeting agenda shall be posted on the town website www.morristownvt.gov, in or near the municipal office and at the following designated public places in the municipality: Morrisville Post Office, 16 Portland Street, and Morristown Centennial Library, 7 Richmond Street, Morrisville. A meeting agenda may be posted on Front Porch Forum by the Selectboard Chair or their designee. The agenda must also be made available to any person who requests such agenda prior to the meeting.
3. All business shall be conducted in the same order as it appears on the noticed agenda, except that any addition to or deletion from the noticed agenda must be made as the first act of business at the meeting. No additions to or deletions from the agenda shall be considered once the first act of business at the meeting has commenced. Any other adjustment to the noticed agenda, for example, changing the order of business, postponing or tabling actions, may be made by majority vote or consensus of the body.

MEETINGS

1. Regular meetings shall take place on the first and third Monday of the month at 5:30PM at the Tegu Building, Community Meeting Room, 43 Portland Street, Morristown.
2. Special meetings shall be publicly announced at least 24 hours in advance by giving notice to all members of the body as instructed under Agendas, Item 2.
3. Emergency meetings may be held without public announcement, without posting of notices, and without 24-hour notice to members, provided some public notice thereof is given as soon as possible before any such meeting. Emergency meetings may be held only when necessary to respond to an unforeseen occurrence or condition requiring immediate attention by the public body.
4. A member of the body may attend a regular, special, or emergency meeting by electronic or other means without being physically present at a designated meeting location, so long as the member identifies him or herself when the meeting is convened and is able to hear and be heard throughout the meeting. Whenever one or more members attend electronically, voting must be done by roll call. If a quorum or more of the body attend a meeting (regular, special, or emergency) without being physically present at a designated meeting location, the agenda for the meeting shall designate at least one physical location where a member of the public

can attend and participate in the meeting. At least one member of the body, or at least one staff or designee of the body, shall be physically present at each designated meeting location.

NEWSPAPER OF RECORD

The newspaper of record for the Town of Morristown shall be the *News & Citizen*. Public notices, meeting warnings, hearing announcements, bid solicitations, and other official town communications required by law or deemed appropriate by the Selectboard shall be published in the *News & Citizen* to ensure proper public notification. When feasible, the Town may also share or repost such notices through other authorized outlets, such as the Town website or Front Porch Forum, to further promote public awareness.

DEFINITIONS

1. Motion – A formal proposal made to bring a subject before an assembly for its consideration and action. Begins with “I move that”
2. Second – A statement by a member who agrees that the motion made by another member be considered. Stated as “Second, “or “I second the motion.”
3. Amendment – Before the vote is taken on a motion, it may be amended by:
 - Striking out words
 - Inserting or adding words
 - Striking out words and inserting others in their place
 - Substituting one (1) paragraph or resolution for another
4. Presiding Officer/Chair – The individual who facilitates the meeting, usually the Chair. In the absence of the Chair, the Vice Chair is next.
5. Role of the Chair – To introduce business in proper order per the agenda, to recognize speakers, to determine if a motion is in order, to keep discussion focused on the pending motion, to maintain order, to put motions to a vote and announce results.
6. General procedure for handling a main motion:
 - A member makes a main motion
 - A motion must be seconded by another member before it can be considered
 - If the motion is in order, the Chair will restate the motion and open debate
 - The main motion is debated along with any secondary motions that are debatable.
 - Debate is closed when: discussion has ended, or a 2/3 vote closes debate.
 - The Chair restates the motion, and if necessary, clarifies the consequences of affirmative and negative votes.
 - The Chair calls for a vote by asking “All in favor?” “Those in favor say “Aye.” Then asking, “All opposed?” Those opposed will say “nay.”
 - The Chair announces the result.
7. General rules of debate:
 - All discussion must be relevant to the immediately pending question.
 - All remarks should be addressed to the Chair – no cross debate is permitted

- Debate must address issues not personalities.
- All debate must remain civil, and all viewpoints shall be treated with respect.

PUBLIC PARTICIPATION

1. All meetings of the body are meetings in the public, not of the public. Members of the public shall be afforded reasonable opportunity to express opinions about matters considered by the body, so long as order is maintained according to these rules.
2. At the conclusion of discussion of each agenda item, but before any action is taken by the public body at each meeting, there may be 10 minutes afforded for open public comment. By majority vote, the body may increase the time for open public comment and its place on the agenda.
3. Comment by the public or members of the body must be addressed to the Chair, once they have identified themselves, and not to any individual member of the body or public.
4. Members of the public must be acknowledged by the Chair before speaking. Prior to speaking, each person must state their full name **and town of residence for the record.**
5. If a member of the public has already spoken on a topic, they may not be recognized again until others have first been given the opportunity to comment. Members of the public shall be afforded a maximum of 2 minutes each time they speak on a topic.
6. Order and decorum shall be observed by all persons present at the meeting. Neither members of the body, nor the members of the public, shall delay or interrupt the proceedings or the peace of the meeting or interrupt or disturb any member while speaking. Members of the body and members of the public are prohibited from making personal, impertinent, threatening, or profane remarks. Personal remarks or side discussions during debate are out of order. Only one question at a time may be considered, and only one person may have the floor at any one time.
7. Members of the body and members of the public shall obey the orders of the Chair or other presiding member. The Chair should adhere to the following process to restore order and decorum of a meeting, but may bypass any or all steps when they determine in their sole discretion that deviation from the process is warranted:
 - a. Call the meeting to order and remind the members of the applicable rules of procedure.
 - b. Declare a recess or table the issue.
 - c. Adjourn the meeting until a time and date certain.
 - d. Order the constable/Morristown Police Department to remove disorderly person(s) from the meeting.

COMMUNITY COMMENTS PROCEDURE

1. Each Regular Selectboard Meeting shall include a “Community Comments” agenda item. This item will occur at the beginning of the meeting, immediately following “Agenda Changes/Additions.”
2. Comments during this period must be limited to topics not already included on the agenda for that meeting. Speakers wishing to address items on the agenda should wait until those items are discussed.
3. Speakers will address their comments solely to the Chair. “Community Comments” is not a forum for dialogue or debate; comments are to be a one-way communication from the speaker to the Chair.
4. Each individual will have one opportunity to speak and will be allotted up to two minutes. The Chair may extend this time at their discretion.
5. The “Community Comments” period will continue for a maximum of 15 minutes, unless extended by the Chair.
6. The Chair is responsible for maintaining order during the “Community Comments” period and may enforce these rules as necessary to ensure a respectful and efficient meeting

This amended policy supersedes and replaces all previous versions of this policy or procedure and any other policies or provisions inconsistent with its terms.

ADOPTED this _____ day of _____, 2026 by the Morristown Selectboard

Don McDowell

Richard Craig

George Cormier

Leah Hollenberger

Rose Belanger