



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

On Zoom and at 43 Portland St. Morrisville, VT 05661
5:30 PM Monday, June 15, 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 Morrystown's website:

<https://www.morrystownvt.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 6-1-26
2. Approve minutes of 6-2-26 Public Hearing
3. Approve minutes of 6-8-26 SB Special Meeting

V. 5:50PM - NEW BUSINESS

1. Consideration to approve TCM Bank Business Officer Resolution Form
2. Private Road Name - Apricity Lane
3. Approve 2026 - 2027 Tax Anticipation Note
4. Sign Annual Financial Management Questionnaire
5. Ambulance write-off
6. Review, approve, and authorize the signing of the FY 2026/2027 dispatch services agreement with the Lamoille County Sheriff's Department in the amount of \$168,822.
7. Continue participation and appoint Lamoille FiberNet CUD representatives

VI. 6:20PM - OLD BUSINESS

VII. 6:20PM - APPROVE WARRANTS

VIII. 6:30PM - SCHEDULE

1. Monday, June 22, 2026- Site visit - 4:30PM Sand Ridge Road
Monday, June 22, 2026 - Public Hearing - 5:30PM Sand Ridge Road
Thursday, June 25, 2026 - Joint Public Hearing Proposed Zoning Bylaws - SB/Trustees - 5:30PM
Monday, July 6, 2026 - SB Meeting - 5:30PM
Monday, July 20, 2026- SB Meeting - 5:30PM

IX. 6:35PM - OTHER BUSINESS

1. Executive Session - Legal

X. 6:40PM - ADJOURN



**SELECTBOARD MEETING MINUTES
OF JUNE 1, 2026**

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

Absent:

ADMINISTRATION and STAFF: Brent Raymond, Town Manager; Judi Alberi, Executive Assistant; Kevin Petrochko, Lister/Assessor; Sara Haskins, Town Clerk/Treasurer

PARTICIPANTS/GUESTS: Carol Lauber, Chantal Binginot, Jamie Jaret, Martin Green

**participating via Zoom*

5:30PM - CALL SELECTBOARD MEETING TO ORDER

Don McDowell called the Selectboard Meeting to order at 5:36 PM at the Tegu Building.

The Selectboard meeting began with Don acknowledging the life of Sergeant Ron Audet of the Morrystown Police Department. He read a tribute to Sergeant Audet, which reviewed his long and impressive record of service to the town and the impact he had on the Police Department, and upon those who knew him. Don requested a moment of silence in honor of Sergeant Audet and then announced that a procession is planned from Hardwick to the VFW on Tuesday, June 2, 2026.

5:31PM - AGENDA CHANGES/ADDITIONS

Additional item under new business Item #1 - Award 2026 Billings Scholarship

5:33PM - COMMUNITY COMMENTS

None

5:47PM - APPROVE MINUTES

1. Approve Minutes 5-18-26

Motion made by Richard Craig to approve the minutes of 5/18/26. Motion seconded by Leah Hollenberger. Motion carried. (5/0)

5:50PM - NEW BUSINESS

1. Award the Billings Scholarship

A discussion was held regarding the Billings Scholarship following a review of the account's accumulated funds. It was noted that the scholarship is restricted to specific educational specialties and has not been awarded annually. The group agreed to increase the award amount to \$1,000, pending confirmation from Sara Haskins that this change is permissible.

Motion made by Richard Craig to award the Billings Scholarship for \$1,000 to Magnus Hayden, pending confirmation of it being permissible. Motion seconded by Leah Hollenberger. Motion carried (5/0).

2. Private road name - Beaver Creek Lane

Motion made by Richard Craig to approve the private road name "Beaver Creek Lane" as presented and authorize Chair Don McDowell to sign on behalf of the Selectboard. Motion seconded by Rose Belanger. Motion carried (5/0).

3. Approve 4th of July Fireworks Permit for the Town of Morristown

Don acknowledged Judi Alberi and Adele Taplin for the work they undertook to secure a vendor for the fireworks and named several sponsors who contributed to financing the event, which enabled the town to have the fireworks at the Fourth of July celebration.

Motion made by Richard Craig to approve the Fireworks Display Permit for the Town of Morristown for the 4th of July Celebration, to be held on July 4, 2026 (rain date July 8, 2026) and authorize Chair Don McDowell to sign on behalf of the Selectboard. Motion seconded by George Cormier. Motion carried (5/0).

4. Approve Highway equipment repair invoice

The Selectboard reviewed the equipment repair invoice, and Leah appreciated that the proposal included a plan for future preventive maintenance.

Motion made by Richard Craig to approve the Highway Department equipment repair invoice from Chadwick Baross in the amount of \$12,373 for repairs to the Holder sidewalk plow, as recommended by the Highway Superintendent. Motion seconded by George Cormier. Motion carried (5/0).

5. Designate the Town's voting delegate as Brent Raymond for the VLCT special membership meeting on June 22, 2026

Motion made by Richard Craig to designate Town Manager Brent Raymond as the Town of Morristown's voting delegate for the VLCT Special Membership Meeting on June 22, 2026. Motion seconded by Leah Hollenberger. Motion carried (5/0).

6. Consider approval of the Tegu Building Re-Roofing and Insulating Project Contract to replace the existing roofing and insulation and insulate the exterior attic walls.

The Selectboard discussed the proposed roofing and insulation project for the Tegu Building and inspected the attic area identified for insulation prior to reviewing the proposal. The total estimated project cost is \$294,000. Approximately \$50,000 in MERP grant funding may be applied toward the insulation portion. The remaining balance will be funded from the Municipal Buildings Fund, which currently has an approximate balance of \$806,000.

Motion made by Richard Craig to approve the contract with Shenk Enterprises, LLC for the Tegu Building Re-Roofing and Insulating Project in the amount of \$294,000.00, in accordance with the contract documents prepared by Scott + Partners, Inc., and to authorize the Town Manager to execute the contract on behalf of the Town of Morristown. Motion seconded by George Cormier. Motion carried (5/0).

7. Consider possible action to set a hearing date on the Planning Commission's proposed zoning bylaws, including warning a public hearing for June 25, 2026.

Motion made by Richard Craig to accept the Planning Commission's proposed zoning bylaws and to

warn a Special Selectboard public hearing on the proposed zoning bylaws for Thursday, June 25, 2026, at 5:30 PM, as a Joint Selectboard/Trustees Public Hearing, in accordance with 24 V.S.A. § 4442. Motion seconded by George Cormier. Motion carried (5/0).

8. Update on public records requests received by the Town, and review resulting legal fees and their impact on the budget

Don expressed concern about the amount of time required for administrative staff to fulfill public records requests, noting that the volume has increased to an unmanageable level. He presented a graph showing a steady rise in requests over the past three years. George explained that individual requests may include multiple types of records, such as letters, emails, and body camera footage, and often require legal review to ensure confidentiality protections are maintained. A significant increase in requests was noted, including 121 submissions from a single individual.

The Board emphasized that the Town is committed to transparency and the public records request process as a fundamental component of accountable governance, recognizing that access to public information supports accountability and is essential to a healthy democracy. At the same time, the Board discussed the growing financial and operational impacts of fulfilling requests, including approximately \$12,000 in legal fees incurred over a seven-month period. Leah and Rose agreed to gather comparative data from other municipalities to support potential legislative changes to public records law.

6:20PM - OLD BUSINESS

None

6:20PM - APPROVE WARRANTS

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

6:30PM - SCHEDULE

- 1. Tuesday, June 2, 2026- Site Visit - 4:30PM - Lyle McKee Farm Rd
Tuesday, June 2, 2026 - Public Hearing - 5:30PM - Lyle McKee Farm Rd
Monday, June 15, 2026 - SB Meeting - 5:30PM
Monday, June 22, 2026 - Site Visit - 4:30PM - Sand Ridge Rd
Monday, June 22, 2026 - Public Hearing - 5:30PM - Sand Ridge Rd
Thursday, June 25, 2026 - Joint SB/Trustees Public Hearing Proposed Zoning Bylaws - 5:30PM**

6:35PM - OTHER BUSINESS

- 1. Executive Session - Personnel, Contracts, and Union Matters pursuant to 1 V.S.A. § 313(a)(1)(A), (a)(1)(B), and (a)(1)(E)
*Motion made by Richard Craig to find that premature general public knowledge of the Town's labor relations and collective bargaining matters would clearly place the Town at a substantial disadvantage because such disclosure would reveal the Town's bargaining position and negotiating strategy. Motion seconded by George Cormier. Motion carried (5/0).***

Motion made by Richard Craig that the Selectboard enter executive session pursuant to 1 V.S.A. § 313(a)(1)(B) to discuss labor relations agreements, including the negotiation of the union contract to

include Brent Raymond, Judi Alberi, and Cyndi Wiltshire. Motion seconded by George Cormier. Motion carried (5/0).

Motion made by Richard Craig to find that premature general public knowledge of the Town's contract negotiation matters would clearly place the Town at a substantial disadvantage because such disclosure would reveal the Town's bargaining position and negotiating strategy. Motion seconded by George Cormier. Motion carried (5/0).

Motion made by Richard Craig that the Selectboard enter executive session pursuant to 1 V.S.A. § 313(a)(1)(A) to discuss the Town's contract and the negotiations to include Brent Raymond, Judi Alberi, and Cyndi Wiltshire. Motion seconded by George Cormier. Motion carried (5/0).

Motion made by Richard Craig that the Selectboard enter executive session pursuant to 1 V.S.A. § 313(a)(3) to discuss the appointment, employment, or evaluation of a public officer or employee, to include Brent Raymond, Judi Alberi, and Cyndi Wiltshire. Motion seconded by George Cormier. Motion carried (5/0).

Motion made by Richard Craig to adjourn the Executive Session at 7:45 PM. Motion seconded by George Cormier. Motion carried (5/0).

Motion made by Richard Craig to ratify a union contract for administration and EMS personnel and authorize Brent Raymond, Town Manager, to sign the contract on behalf of the Town. Motion seconded by George Cormier. Motion carried (5/0).

Motion made by Richard Craig to authorize ETO payout of 100 hours at the rate of 1-1 for the Town Manager and to transfer any remaining ETO hours to fiscal year 26-27. Motion seconded by George Cormier. Motion carried (5/0).

6:40PM - ADJOURN

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

Meeting adjourned at 7:46 pm
Submitted and filed this 6/4/26
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 JUNE 2, 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:

**participating via Zoom*

FIELD INSPECTION (SITE VISITS)

1. **4:30PM - Examination of Lyle McKee Farm Road (Town Highway #53)**
 - a. **Meeting Location - Intersection of Lyle McKee Road and Lyle McKee Farm Road**
 - b. **Scope - Inspection of the +/-0.4 mile long, three-rod (49.5 feet) wide town highway right-of-way terminating in the woods or pasture identified as 831 Lyle McKee Farm Road.**
1. 4:30PM- Examination of Lyle McKee Farm Road (Town Highway #53)
 - a. Meeting location — Intersection of Lyle McKee Road and Lyle McKee Farm Road
 - b. Scope — Inspection of the +/-0.4 mile long, three-rod (49.5 feet) wide town highway right-of-way terminating in the woods or pasture identified as 831 Lyle McKee Farm Road.

Don McDowell opened the site visit at 4:30 PM. Those in attendance were: Selectboard members McDowell, Craig, Cormier, Hollenberger, and Belanger, Executive Assistant, Judi Alberi; Town Attorney, David Rugh; Highway Superintendent, Jordan St. Onge; resident Andrew Neel.

The Selectboard first conducted a site inspection of Lyle McKee Farm Road (Town Highway #53) at the intersection of Lyle McKee Road and Lyle McKee Farm Road. The inspection examined the town highway right-of-way for Lyle McKee Farm Road (Town Highway #53) is three rods (49.5 feet) wide, commences on the southerly side of Lyle McKee Road (Town Highway #52), and extends southerly +/- 0.4 miles (+/-2,100 feet), terminating in the woods or pasture on the lands and premises now or formerly of Neel Family Partners, LLC, known and identified as 831 Lyle McKee Farm Road. Highway Superintendent Jordan St. Onge measured the roadway and reported a length of the Class 3 portion extends +/-0.06 miles (+/-300 feet) southerly from Lyle McKee Road, ending after the first driveway to the barn on the westerly side of the road, and then it continues southerly as a Class 4 town highway for +/-0.34 miles (+/-1800 feet) with a traveled width of approximately 16ft.

5:30PM - PUBLIC HEARING - LYLE MCKEE FARM ROAD

1. Call to Order and Introduction

Don McDowell called the Public Hearing for Lyle McKee Farm Road to order at 5:30 PM at the Tegu Building. He introduced Town Attorney, David Rugh, and Highway Superintendent, Jordan St. Onge. Those providing testimony were sworn in as follows: Attorney David Rugh, and Jordan St. Onge.

2. Evidence of Notice: Entry of exhibits into the record confirming 30 days advanced notice was provided to interested parties, the Department of Forest Parks and Recreation, and Planning Commission, newspaper publication.

Attorney David Rugh entered evidence into the record, which included:

1. Notice of site visit and hearings
2. Proof of Publication of notice in the newspaper
3. All certified mailings of notice of discontinuance
4. (Placeholder for Morristown Selectboard Meeting Minutes)
5. Morristown Tax Parcel Map
6. Letter from Vermont Department of Forests, Parks & Recreation dated May 15, 2026.

3. Town Testimony: Presentation by the Town regarding the "public good, necessity, and convenience," including maintenance challenges or cost savings

Town Attorney David Rugh and Highway Superintendent Jordan St. Onge presented testimony, along with supporting documentation, concerning the status and condition of Lyle McKee Farm Road.

Jordan testified that Lyle McKee Farm Road does not meet current Town standards for roadway width and carries an estimated annual maintenance cost of approximately \$3,300. In his review, he referenced applicable provisions of the Town of Morristown Road Policy, including Section B9 (Dead-End Roads), Section B11 (Downgrading Substandard Roads, which requires Selectboard review every five years), and Section C1 (Rural Road Specifications).

Based on these standards and his professional assessment, Jordan testified that Lyle McKee Farm Road does not meet the "public good" standard. He explained that the roadway is too narrow to safely accommodate traffic, serves only one residence and a small dairy farm, and presents ongoing maintenance challenges. While he noted that a culvert on the road has been upgraded within the past five years, additional deficiencies remain.

Jordan further identified concerns with the road's configuration. The entrance forms a "Y" intersection with rocks and plantings located at its center, which complicates plowing and general maintenance operations. He also noted the absence of proper ditching along the roadway, a feature typically present on Town-maintained roads.

Jordan testified that the cost, risk, and time associated with maintaining Lyle McKee Farm Road diverts Highway Department resources from other roads that serve a greater number of residents. He estimated that bringing the road into compliance with Town standards would require significant improvements at a cost exceeding \$10,000.

4. Interested Party Testimony: Comments and evidence from abutting landowners or other interested persons

No testimony or comments entered.

5. Cross-Examination: Opportunity for parties to question witnesses

After no public comments were received, the Selectboard unanimously voted to close the public hearing.

6:00PM - DELIBERATIVE SESSION

The Selectboard opted to go into a private, closed, deliberative session to discuss discontinuing the town highway right of way with Town Attorney, David Rugh and Executive Assistant, Judi Alberi.

The Selectboard's Return, containing its findings and conclusions, will be available no later than 60 days from the date of the public hearing and will be recorded in land records.

Motion made by Richard Craig to close the public hearing at 5:39 PM. Motion seconded by Leah Hollenberger. Motion carried (5/0).

Motion made by Richard Craig to go into private deliberative session with Attorney, David Rugh and Judi Alberi present. Motion seconded by Leah Hollenberger. Motion carried (5/0).

6:30PM - ADJOURN

Motion made by Richard Craig to adjourn. Motion seconded by Rose Belanger. Motion carried. (5/0)

Meeting adjourned at 5:48 pm
Submitted and filed this 6/2/26.
Bonnie McDermott, Scribe

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**SELECTBOARD MEETING MINUTES
OF JUNE 8, 2026**

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

Absent:

ADMINISTRATION and STAFF: Brent Raymond, Town Manager; Judi Alberi, Executive Assistant; Sara Haskins, Town Clerk/Treasurer; Tina Sweet, Finance Director

PARTICIPANTS/GUESTS:

**participating via Zoom*

7:00PM - CALL SELECTBOARD MEETING TO ORDER

Don McDowell called the Special Selectboard Meeting to order at 7:00PM at the Tegu Building.

7:01PM - AGENDA CHANGES/ADDITIONS

None

7:03PM - COMMUNITY COMMENTS

None

7:05PM - EXECUTIVE SESSION - LEGAL/CONTRACTS

Motion made by Richard Craig, I find that premature general public knowledge of pending or probable civil litigation or prosecution, to which the public body is or may be party will clearly place the town at a substantial disadvantage by disclosing its negotiation strategy. Motion seconded by George Cormier. Motion carried (5/0).

Motion made by Richard Craig, I move to go into Executive Session to discuss the pending or probable litigation or prosecution under the provisions of Title 1 section 313 (a) (1) of the Vermont Statutes, to include Town Manager, Brent Raymond; Executive Assistant, Judi Alberi, Attorney Matt Bloomer, Tina Sweet, & Sara Haskins. Motion seconded by George Cormier. Motion carried (5/0).

Motion made by Richard Craig, I find that premature general public knowledge of the pending contract negotiations will clearly place the Town at a disadvantage by disclosing its negotiation strategy. Motion seconded by Leah Hollenberger. Motion carried (5/0).

Motion made by Richard Craig, I move to go into Executive session to discuss pending contract negotiations under provisions of Title 1, Section #13(a)(1) of the Vermont Statutes and to include Town Manager, Brent Raymond, Executive Assistant, Judi Alberi. Motion seconded by Rose Belanger. Motion carried (5/0).

Motion made by Richard Craig to come out of executive session. Motion seconded by Leah Hollenberger. Motion carried (5/0).

Motion made by Richard Craig to authorize the Town Manager, on behalf of the Town, to sign a consulting contract for services as needed with Stone Shore Municipal Consulting, LLC. as presented. Motion seconded by George Cormier. Motion carried (5/0).

8:00PM - ADJOURN

Motion made by Richard Craig to adjourn. Motion seconded by Leah Hollenberger. Motion carried. (5/0)

Meeting adjourned at 9:02pm
Submitted and filed this 6/9/26.
Judi Alberi, Scribe

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



Business Officer Resolution Form

Note: The person signing this form, cannot self-elect to be Authorized business officer, and TCM Bank reserves the rights of asking additional information to support the update or designation of new business officers.

I, Richard Craig, hereby certify that I am a qualified Officer, of the Town of Morristown (Business Name), with Tax id 03-6000584; that the following resolution was duly adopted on 06/15/2026 (date); and that the following is a true and correct authorized resolution as it appear in the organization's minutes book.

RESOLVED, that any of the following officers of this organization are empowered to authorize TCM Bank, N.A. to make any type of changes to this business account.

Print Name	Signature	Title or Position
1 <u>Sara Haskins</u>	<u>Sara Haskins</u>	<u>Town Treasurer</u>
2 <u>Mitzi Fleming</u>	<u>Mitzi Fleming</u>	<u>Assistant Town Treasurer</u>
3 <u>Brent Raymond</u>	<u>Brent Raymond</u>	<u>Town Manager</u>
4 _____	_____	_____
5 _____	_____	_____

Authorized by: Richard Craig

Signature: _____

Title: Vice Chair Morristown Selectboard



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 18, 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:

Craig Lawver

717-215-4581

Mailing address:

34 Fox Hill Rd, Apt 14, Stowe, VT 05672

Location of the Road

Right turn off of White Birch Rd when coming from Cote Hill

Reason for naming road?

Name of Road

Road → Private Rd for E911

APRICITY LANE

What gives you the right to name this road?

Access road to my property, consulted w/ neighbors

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

Applicants Signature

Date

[Signature]

5/28/2026

Reason

Approved

Denied

For the Selectboard

Date



Private Road Naming

When a private road name is approved by the Morrystown 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 Morrystown 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:

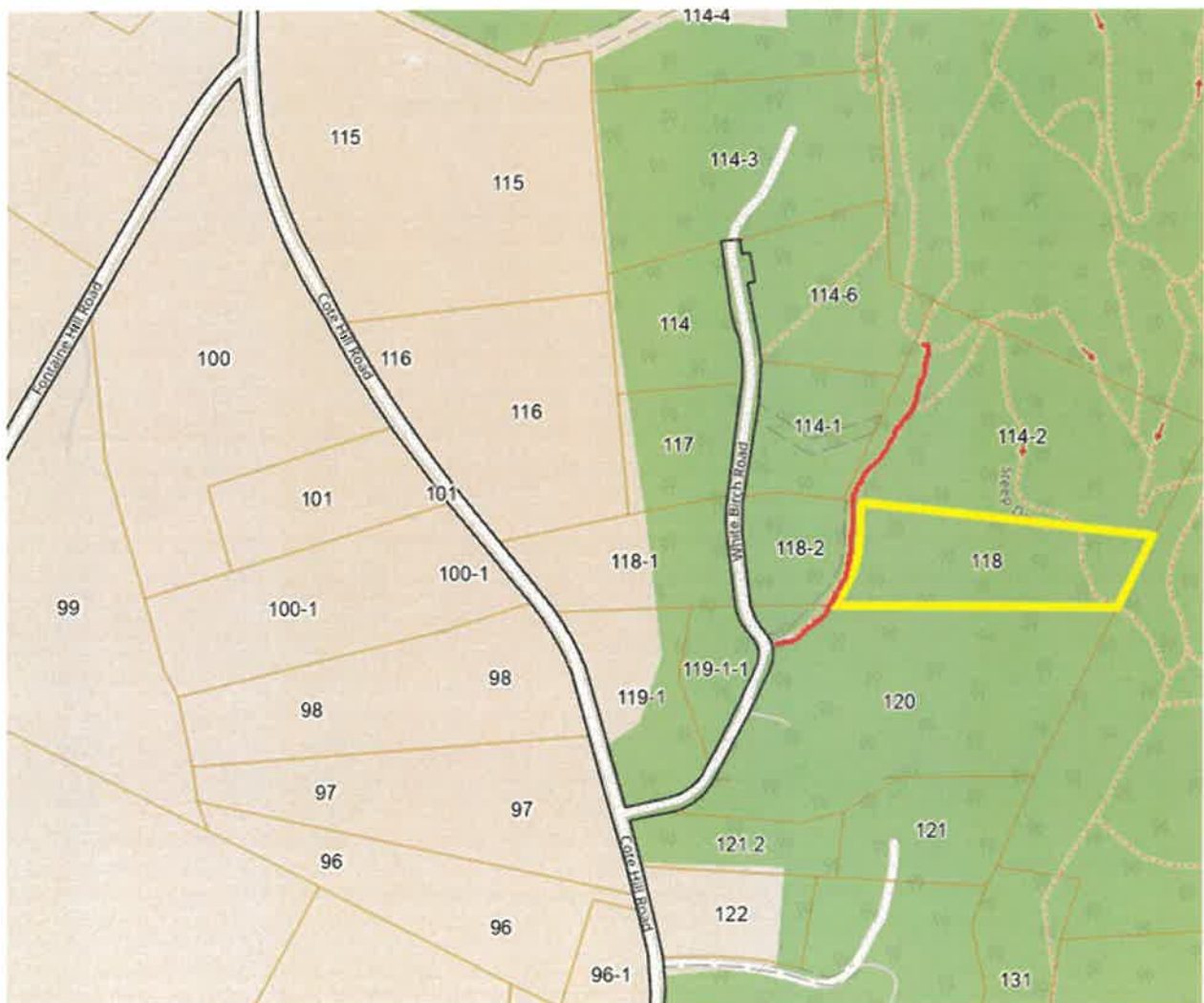
Craig Lawler 717-215-4581

To members of the Select Board,

The red line below is a right of way off of White Birch Lane. It has locally been called 'Tower Rd' but is not officially named as such. Current numbering for the 2 existing properties along this so called 'Tower Rd' are based upon White Birch Road measurements as though this is a shared driveway.

Due to our Road standards, the third property (proposed by Craig Lawver) triggers the need for this to become a private road. Jordan St Onge has issued a 'Permission to Proceed' for the access improvements and Kevin P. has received a private road name application from Mr Lawver. The application relates that Mr Lawver has coordinated this choice in naming with the neighbors. The proposed name has been forwarded to our State contact, Tyler Hermansen, and he has approved it as having no conflicts with neighboring towns or our own.

I see no reason to deny this road naming or the establishment of this as a private road.~KMP





SELECTBOARD MEMORANDUM

To: Selectboard
From: Sara Haskins, Town Clerk
Date: June 15, 2026
Subject: Approve 2026 - 2027 Tax Anticipation Note

Background:

The Selectboard has voted to make Union Bank the sole source provider for our tax anticipation note.

They offer two options:

Option #1: Tax anticipation loan with reinvestment option- net interest **earned** would be approximately \$74,749.

Option #2: Non-revolving line of credit - **expense** would be approximately \$6,140.

Recommendation:

I move to approve option #1: tax anticipation loan with reinvestment option from the Union Bank for a total loan amount of \$2,320,450 with a loan rate of 3.80% and a reinvestment rate of 3.35% for FY 2026-2027.

Attachments:

1. Morrystown Bid Package



June 1, 2026

Town of Morristown
Sara Haskins, Town Clerk & Treasurer
PO Box 748
Morrisville, VT 05661

DELIVERED ELECTRONICALLY

Dear Sara,

Thank you for including Union Bank in the bid process for a tax anticipation loan. We have provided you with two options to choose from for this type of borrowing. They include:

**Option #1
Tax Anticipation Loan
with Reinvestment Option**

Borrower:	Town of Morristown
Loan Amount:	\$2,320,450.00
Loan Date:	July 1, 2026
Maturity Date:	June 30, 2027
Term:	12 Months
Payment:	Principal and Interest due at Maturity
Prepayment Penalty:	No
Tax Exemption:	Interest income is tax exempt to bank and "bank qualified" under Section 265(b) of the Internal Revenue Code
Interest Rate:	3.35% fixed

The investment rate on funds not needed for current expense will be deposited into an Insured Cash Sweep (ICS) Account. With the ICS product, you will earn interest while accessing multi-million dollar FDIC insurance. The interest rate for the ICS Account is 3.80% with an APY of 3.92%. The interest compounds daily and is posted to the account at month end when the statement is produced. There are no fees associated with this account and there are no limitations as to the number of transactions allowed each month.

If the loan is paid off before the maturity date (**June 30, 2027**) then the interest rate on the Insured Cash Sweep account may revert to the interest rate for a *Municipal Checking account with Interest* at the interest rate that's in effect for this described product at the time of the payoff.

20 LOWER MAIN STREET | P.O. BOX 667 | MORRISVILLE, VERMONT 05661

UBLOCAL.COM | 1.802.888.6600

Member FDIC

Not all methods of interest calculation for the excess funds on deposits are calculated the same by financial institutions. Often times a financial institution is agreeing to pay interest on the investment balance *only* up to the original loan amount. Here is an example:

Original Loan Amount:	\$500,000
Insured Cash Sweep Balance:	\$650,000
Interest Paid up to:	\$500,000**

** Any balances in the ICS over and above the original amount either *do not earn* interest or *earn interest at a significantly lower rate*.

At Union Bank, we agree to pay the same rate of interest on the **entire balance in the Insured Cash Sweep Account**. In the example above, you would earn the stated interest rate on the entire \$650,000. So even if the spread between the loan interest rate and investment interest rate may appear greater with other banks, that does not necessarily equate to a better return for the municipality.

Option #2 Non-Revolving Line of Credit Option

Borrower:	Town of Morristown
Loan Amount:	\$2,320,450.00
Loan Date:	July 1, 2026
Maturity Date:	June 30, 2027
Term:	12 Months
Payment:	Principal and Interest due at Maturity
Prepayment Penalty:	No
Tax Exemption:	Interest income is tax exempt to bank and “bank qualified” under Section 265(b) of the Internal Revenue Code
Interest Rate:	4.99% fixed

To aid in the analysis of the various options, we have included a spreadsheet that compares the two options. According to the estimated cash flow provided, if Town of Morristown chooses option #1, the net interest income would be approximately \$74,749.00 over the course of the fiscal year 2027.

Should Town of Morristown choose the line of credit option #2, the interest expense would be approximately \$6,140.00 over the course of the fiscal year 2027.

In the event Town of Morristown accepts the terms of this bid, the following loan documents will need to be executed by the Select Board:

- Note
- Resolution
- IRS Form 8038-G
- Tax Certificate w/Schedule D

- Signed Cash Flow Certificate
- Signed Acceptance of Union Bank's Proposal Letter

We will also require copies of the following items:

- Copies of Select Board Minutes Awarding Bid to Union Bank
- Most recent Annual report
- Warning of Informational Budget Hearing, if applicable
- Proof of 2026/2027 Budget Approval

We do offer the option of electronic signatures on all the loan documents. If you'd like to use the electronic signature for the loan documents, please provide us with a list of the members of the Select Board along with their email address to send the loan documents.

Alternatively, if the Finance Director or other Town of Morristown officials are authorized by the Select Board Members to sign on their behalf, then the Bank will need an Opinion of Counsel verifying the approval.

We reserve the right to cancel this commitment letter and to terminate our obligation hereunder if the loan fails to close on or before **July 1, 2026**.

Sincerely,



Tina Norton, Vice President
Government Banking Relationship Officer

Please indicate your acceptance of the terms and conditions by signing below and returning to my attention.

By: _____ Option #: _____
Sara Haskins, Town Clerk & Treasurer

Line of Credit vs. Reinvestment Option - Union Bank

Borrower: **Town of Morristown**

Loan: **2,320,450**

Reinvestment: **3.80%** Daily Rate: 0.01041%

Loan Rate: **3.35%** T/E Rate: 3.92%

Spread: 45.00

Line of Credit Rate: **4.99%** T/E Rate: 5.84%

Month	Days	Estimated Expenses	Estimated Receipts	Monthly Surplus or Deficit	Cumulative Surplus or Deficit	Line of Credit Cost to Municipality	Loan Plus Cumulative	ICS Compound Interest	Loan Interest	Net Profit (Cost) To Customer
			Beginning Cash on Hand-->		0					
July	31	\$823,074	\$2,174,677	1,351,603	1,351,603	0	3,672,053	11,870	6,602	5,268
August	31	\$875,377	\$275,276	(600,101)	751,502	0	3,071,952	9,930	6,602	3,328
September	30	\$889,140	\$137,638	(751,502)	0	0	2,320,450	7,258	6,389	869
October	31	\$1,717,720	\$2,642,646	924,926	924,926	0	3,245,376	10,490	6,602	3,888
November	30	\$2,458,211	\$10,267,781	7,809,570	8,734,496	0	11,054,946	34,580	6,389	28,191
December	31	\$7,823,333	\$275,276	(7,548,057)	1,186,439	0	3,506,889	11,336	6,602	4,734
January	31	\$897,399	\$165,165	(732,234)	454,205	0	2,774,655	8,969	6,602	2,367
February	28	\$979,981	\$165,165	(814,816)	(360,611)	(1,380)	1,959,839	5,721	5,963	(242)
March	31	\$1,037,789	\$275,276	(762,513)	(1,123,124)	(4,760)	1,197,326	3,870	6,602	(2,732)
April	30	\$737,739	\$2,917,922	2,180,183	1,057,059	0	3,377,509	10,565	6,389	4,176
May	31	\$1,332,334	\$7,432,440	6,100,106	7,157,165	0	9,477,615	30,636	6,602	24,034
June	30	\$7,955,466	\$798,301	(7,157,165)	0	0	2,320,450	7,258	6,389	869
		365	27,527,563	27,527,563		(6,140)	3,998,255	152,484	77,735	74,749
							Monthly Average			

Line of Credit Cost to Client (6,140)
 Profit (Cost) to Customer With Reinvestment Option: 74,749



SELECTBOARD MEMORANDUM

To: Selectboard
From: Sara Haskins, Town Clerk
Date: June 15, 2026
Subject: Sign Annual Financial Management Questionnaire

Background:

Annual form to review the financial management of the town. It needs to be received by the Selectboard.

Recommendation:

I move to receive the annual financial management questionnaire as presented by Town Treasurer, Sara Haskins and appoint Chair Don McDowell to sign the form on behalf of the Board.

Attachments:

1. SKM_C360i26060913120

Financial Management Questionnaire – Towns and Cities

	Yes	No	Don't know	By whom
Are all town account records currently maintained by one individual?		x		
Do you reconcile bank and ledger balances monthly?	x			Finance Director
Are checks always written to specified payees and not to cash?	x			
Does the same individual open the mail and deposit checks?		x		Administrative Clerk opens/ Treasurer deposits
Are pre-numbered checks used for all bank accounts?	x			
Are unopened bank statements delivered directly to the treasurer as received?		x		statements are electronic on neteller not paper
Do you always provide a numbered receipt for any cash payment made to the town?		x		all receipts entered and processed in computer program
Have select board members attended financial trainings?			x	
Are bank statements reconciled on a regular basis?	x			Finance Director
Does someone other than the treasurer review bank reconciliations?	x			Finance Director and Treasurer
Have you deposited town monies anywhere other than a town account?		x		
Have you deposited any non-town monies into a town account?		x		
Is interest in town accounts apportioned to each account?	x			Finance Director
Have there been any changes in authorized signatures during the fiscal year?		x		
Has a signature stamp ever been used for any town account	x			previous treasurer- Mary Ann Wilson
Has there ever been a theft, or unauthorized use of town funds or equipment?			x	not that I have been made aware of
Are financial records maintained in a computerized system?	x			NEMRC
Does the town have written policies and procedures for financial operations?	x			
Does each town official have copies of these policies and procedures?			x	
Have you attended trainings on recordkeeping?	x			
Are checks written by the same individual who approves payments?		x		Checks written by finance, signed by treasurer, approved by Selectboard
Are you a participant in any business which does business with the town?		x		
Do you maintain separate pages, columns or running balances for each fund?	x			Finance
Do elected town auditors attend financial trainings?		x		do not have elected auditors
Are bank accounts and fund balances reconciled on a monthly basis?	x			Finance
Does the town loan money to town employees?		x		

As a signer below I certify to the best of my knowledge that the answers provided in this self-assessment questionnaire are an accurate representation of the operation of the Town/City of: Morristown, Vermont.

Preparer: (signature) Sara Haskins (printed name): Sara Haskins Title: Treasurer

Received by Select Board (signature): _____ on (date): _____

Memo

To: Brent Raymond, Town Manager
 From: Tina Sweet, Finance Director *TJS*
 Date: June 11, 2026
 Re: Uncollectible Ambulance Accounts

*Request to write off \$39,276.13 for ambulance calls
 from July 1, 2024 through June 30, 2025*

*921 Calls were made in this time period – 310 calls were no transports (33.66%)
 611 calls were billed - 96 calls need to be written off (15.71%)*

The majority of recommended calls to be written off are people who didn't pay,
 have no insurance or no contact
 (44 - paid nothing on their balance - \$30,948.80)

FY 24-25 Billed Calls \$420,816.00

To Write-off \$ 39,276.13 = 9.33% of Billed Calls

Net EMS revenue received \$271,761.01

Other revenue received \$ 44,592.46

\$316,353.47

*841 Calls were made in FY 23/24 – 312 calls were no transports (37.09%)
 529 calls were billed - 70 calls need to be written off (13.23%)*

The majority of recommended calls to be written off are people who didn't pay,
 have no insurance or no contact.
 (34 - paid nothing on their balance - \$25,124.20)

FY 23-24 Billed Calls \$377,123.80

To Write-off \$ 32,511.68 = 8.62% of Billed Calls



Roger Marcoux, Jr.
Sheriff



STATE OF VERMONT
LAMOILLE COUNTY SHERIFF'S DEPARTMENT
Post Office Box 96
Hyde Park, Vermont 05655

ALL LAMOILLE COUNTY
EMERGENCIES
DIAL - 911


Administration: (802) 888-3502
Civil Process: (802) 888-2561
FAX: (802) 888-2562

Agreement made this 1st day of July 2026 by and between the Lamoille County Sheriff's Department and the Town of Morrystown.

Whereas the parties have reached an agreement for the provision of services by the Lamoille County Sheriff's Department to said town that agreement is set forth as follows:

1. The Lamoille County Sheriff's Department will provide 24 hour dispatching service for emergency police, ambulance and fire services, as they presently exist.
2. Morrystown will pay to the Lamoille County Sheriff's Department the sum of \$168,822.00 for provisions of the aforesaid services from July 1, 2026 to June 30, 2027. Payment shall be made in equal quarterly installments of \$42,205.50 commencing July 1, 2026 and continuing on October 1, 2026, January 1, 2027 and April 1, 2027.
3. Any property acquired by the Lamoille County Sheriff's Department during the term of this contract and under the terms thereof shall, in the event of termination of this contract, become the property of the Lamoille County Sheriff's Department/Lamoille County. In this event, the equipment would be utilized by the remaining towns in the communication partnership.
4. The Lamoille County Sheriff's Department will provide Morrystown an annual financial status report.
5. Disputes between the parties shall be resolved by such mediation or arbitration, as the parties shall mutually agree upon.
6. Pursuant to 24 V.S.A. §291a(c), the Sheriff shall be entitled to compensation of 5% of the total contract amount for administration services. This administration fee does not increase the total cost for services and shall be paid to the Sheriff in the same calendar year in which the contract payments are received by the Department under the contract. The allowable amount of compensation under this contract is \$8,441.10.

DATED: _____



Roger M. Marcoux Jr., Sheriff

Select board Members Signatures

