

Selectboard Meeting July 27

Meeting Minutes

Jul 27, 2026, 6:00 PM

Municipal Building, 30 Hinton Hill Road, Westmore, VT

In attendance in person: David Stevens, William Perkins, Miriam Simonds, Jason Petrarca, Elaine Cashin, Dan Siucard, John Zimmer, Peggy Zimmer, Erik Townsend, Chris Roy, Deb Smith, Susan & Chris Eby, Ray Lanier, Steve List, Nancy List, Deborah Baskin, Laurie Lakin, 2 names I could not read. Via Zoom: Britta Milks, Gabby Gervais, Maree Bushey, Wally Rogers, Tim Hayes

David called the meeting to order at 6:02 PM.

Bill motioned and Miriam seconded to add Transfer Station to the Agenda. Motion passed.

REMINDER: Primary Election August 11, 2026: Polling place 30 Hinton Hill Road - Polls open from 10AM to 7 PM.

NEW BUSINESS

NEK Broadband Install 3 Utility Poles in Town Right of Way Coles Road: Selectboard approval needed: Eric Townsend of NEK Broadband, also a Westmore resident, presented a proposal to install three utility poles within the town right of way on Coles Road to bridge a gap between Barton Electric and VEC power infrastructure.

Jason motioned and Bill seconded to approve NEK Broadband request to place 3 utility poles in the town's right of way on Cole's Road pending approval by the Road Foreman and Road Commissioner and there being no issues or negative impact. Motion passed.

TREASURER

MERP Update : The Treasurer reported that of the \$449,000 Municipal Energy Resilience Program (MERP) grant, approximately \$400,000 has been spent, leaving roughly \$49,000. Committed expenditures include approximately \$18,000 for garage door work and \$15,000 for insulation under the Municipal Building, totaling \$33,000 of the remaining balance, with approximately \$15,000 still unallocated. The Board was advised that any funds not under contract by September 30, 2026 will be reclaimed by the state, as all work must be invoiced and reimbursed by December 31, 2026. The Board discussed pursuing insulation bids for a portion of the building's crawl space and directed staff to solicit at least 2 bids.

Tax Anticipation Note : The Treasurer advised that cash balances are running low due to the seasonal gap in tax revenue collections. A \$300,000 tax anticipation note is being proposed with Community National Bank at a mid-three percent interest rate. Because it is a non-arbitrage note, the town earns

interest on unused funds while paying interest only on drawn amounts. Final paperwork will be presented for signature at the next meeting.

Open a new CD account for Tax Sale Escrow – Selectboard Approval needed: Following the recent tax sale, a sizable surplus above taxes owed must be held in a segregated escrow account and cannot be commingled with general town funds.

Jason motioned and Bill seconded to approve the Treasurer to open a one year CD with early termination rights as an escrow account for tax sale funds from Doyle property sale. Motion passed.

LISTERS

Errors and Omissions Certificate: Signature Needed: Town Lister Mary explained that the Errors and Omissions Certificate reflects corrections to the grand list, including a land schedule correction, a reassessment error, and a parcel sale adjustment. These changes are required to finalize the August grand list, which forms the basis for municipal tax calculations.

Jason motioned and Miriam seconded to sign the Errors and Omissions Certificate presented by the Listers. Motion passed.

ROAD FOREMAN

Tractor: The Road Foreman presented tractor quotes obtained over the past year. Two vendors were compared: a Kubota MX5400 (54 hp, hydrostatic) quoted through Champlain Valley Equipment at \$56,451.52 with a trade-in allowance of \$17,500 for the New Holland tractor, yielding a net cost of approximately \$37,951.52; and a John Deere equivalent quoted at approximately \$61,958.56 before adjustments, with trade-in allowances of \$10,000 for the New Holland and \$1,000 for the Massey Ferguson. The Board noted that the Kubota does not offer zero-percent financing but that the overall price difference made the Kubota the more favorable option. The new tractor would replace two existing tractors. The Massey Ferguson will be sold separately in the spring.

Jason motioned and Bill seconded to purchase, with a \$1,000 deposit, the Kubota MX5400 with listed accessories and trade in allowance as noted. Motion passed.

Culverts: Bill motioned and Miriam seconded to have Dan order culverts up to \$7,500 when funds become available. Motion passed.

Cargill Salt Quote – Approval Needed : Bill motioned and Miriam seconded to sign the Cargill bulk deicing salt quote at \$115 per ton, with an estimated order of up to 200 tons, not to exceed a budgeted amount of approximately \$7,500–\$10,000. Motion passed.

NEW BUSINESS

General Election November 3, 2026

Justice of the Peace Candidate Names on Ballot: Miriam motioned and Bill seconded to approve adding Justice of the Peace candidate names to the November 3, 2026 General Election ballot produced by the Secretary of State. Motion passed.

Mailing Ballots to Active, Non-Challenged Voters: Miriam motioned and Bill seconded to approve mailing a ballot to all active, non-challenged voters in the Town of Westmore for the November 3, 2026 General Election. Motion passed.

RAMP Group: Peggy Zimmer – Permission requested to promote Ice Out event on Town Cottage property : Bill motioned and Miriam seconded to grant permission to Peggy Zimmer of the RAMP Group to set up a booth on Town Cottage property on Mondays during the Farmers Market to promote the Ice Out fundraising event. Motion passed. The fundraising effort is working toward a \$10,000 VTrans scoping study town obligation,

Teach America to Swim program: Feedback requested from organization : Jason motioned and Miriam seconded to have the Town Clerk provide feedback as requested by the Teach America to Swim program. Motion passed.

Donations Received-Information Only: \$1,600 from the Northeast Kingdom Running Camp; \$100 from resident specified to be used for RAMP Scoping Study Grant – Town Match

A broader discussion arose regarding the need for a formal policy directing where unspecified donations are applied. The Board directed the Town Clerk to review guidance from VLCT and town counsel and return with proposed policy language at a future meeting.

OLD BUSINESS

Steve & Nancy List – Municipal Impact Questionnaire – Certification of Municipal Services for ACT 250 application: Signature Needed: Steve and Nancy List of Foxmore Flower Farm returned before the Board seeking signature on the Municipal Impact Questionnaire required for their Act 250 permit application. The application proposes up to 13 events per year at their property, including flower workshops, community events, and possible weddings. The Town Clerk noted that town counsel had reviewed the certification language and advised that the Board's response is not irrevocable if circumstances change.

Bill motioned and Miriam seconded to sign the Act 250 Municipal Impact Questionnaire. Motion passed.

Facility Use Policy: Amend – Remove Westmore Association Memorandum of Understanding: The Board reviewed the updated Facility Use Policy, which removes all references to the Westmore Association following that organization's request not to be named. The Town Clerk proposed substituting the Westmore Association with the Community Scheduling & Activities (CSA) Committee, a town committee, in all relevant sections, including contact for reservations and receipt of required liability insurance certificates.

Town of Westmore Ordinance Regulating Domestic Animals: Selectboard Approval Needed: The Board reviewed a revised copy of the ordinance regulating domestic animals, which is distinct from the existing dog ordinance and applies to hobby farm animals such as horses, cattle, and sheep. Revisions of the model VLCT template incorporated feedback from animal control officer Renee and fees as found in other towns.

Jason motioned and Miriam seconded to adopt the Ordinance Regulating Domestic Animals. Motion passed. Formal adoption initiates the 60 day public notice period before it takes effect.

Nominations for VT Community Leadership Summit to be held Oct 6 at Castleton University:No nominations were identified.

Transfer Station: *(Added to agenda)*- Jason motioned and Bill seconded to buy 2 bags of sawdust. Motion passed. Jason motioned and David seconded to authorize Bill and Miriam to fill in at the Transfer Station if needed at the going rate of pay. Motion passed.

LIQUOR COMMISSION: Liquor Control: Consideration of Liquor Permit Application – Selectboard acting in its capacity as local liquor commission. Approval Needed : Bill motioned and Miriam seconded to approve the Request to Cater Permit from St. Johnsbury Distillery for an event at the Notch House (576A Vermont Route) on September 5, 2026, from 3:00 PM to 11:00 PM CONDITIONAL ON NO ALCOHOL being served after 10 PM. Motion passed.

LOCAL CITIZENS and VISITORS: Questions and Discussion

A citizen called in and asked how the Foxhall Bed and Breakfast previously operated as a commercial enterprise in what he characterized as a residential neighborhood. The Board clarified that the Town of Westmore has no distinction between commercial and residential land use.

Correspondence:The Town Clerk noted two items of correspondence: an American Red Cross appeal regarding a summer 2026 emergency blood shortage, and information regarding a Broadband Technician Training program being offered at North Country Career Center.

APPROVAL OF MINUTES OF PRIOR MEETINGS: Selectboard Meeting July 13, 2026: Bill motioned and Jason seconded to approve. Motion passed.

REVIEW BILLS and SIGN SELECT ORDERS & PAYROLL #15: Review Orleans Sheriff's Dept June bill: Bill motioned and Miriam seconded to approve Select Orders #15 and Payroll. Motion passed. Jason will look into the billing statement.

Jason motioned and Bill seconded to adjourn at 7:50 PM. Motion passed.

Minutes written by ClerkMinutes & Elaine Cashin

David Stevens

William Perkins 

Miriam Simonds 

Isaiah Casey  NOT PRESENT

Jason Petrarca 