

Town of Westmore VT
Municipal Building
54 Hinton Hill Road
October 6th 2025
6 pm.

Select Board Meeting Minutes

Attendance in person: David Stevens (Board Chair), Bill Perkins, Miriam Simonds, Isaiah Casey, Elaine Cashin, Dan Sicard, Ethan Swift, Bob and Pam Kennedy, Carol Casey, Carol Davis, John Zimmer, Robert Fitzpatrick, Robert Leibold, Olin Reed, Chuck Ossola, Bruce Tanner, Ellie Mazchak, Carmen Anderson.

Attendance on zoom:
Donna Dzugas, Diane Lehder, Laure Laiken.

Call to order:
David called a meeting to order at 6:06 pm.

Additions to the agenda:

Miriam motioned to add ROW to sandpile, Isaiah seconded. Motion passed.

Thin leaved pond weed in Lake Willoughby Olin Reed Aquatic Biologist and specialist from DEC Lakes and Ponds Program:

Olin Reed said he and lake scientist Kelly Merrill have been out on boat and in water have identified properly and it is the thin leaf pond weed and it is native not invasive. Willoughby is a very clean lake due to its plant health. The permits that we talked about to harvest are just not very high probability of receiving. They like several years of data before getting permits out, as it could be due to warm and dry, aquatic nuisance permits are only given for native species about 5% of time. Willoughby is a plant dominating lake vs a bacteria dominated lake. Boat launches could be hand harvested according to Reed but not by mechanical harvesting. He said this is not a problem, just an off year for blooms of different species.

Now a homeowner can apply for a general permit, for suction harvest or bottom clean if interested but must be 1500sf or less and must be about homeowners land. Each homeowner would have to apply separately, now the Westmore association being a lake association can apply as well.

As of now only plant that is invasive to the state in lake Willoughby is milfoil

Boat decontamination station update: Carmen Anderson:

Carman went with Miriam and looked at Glover and Morgan decontamination systems. Carmen would like to invite Kim from the state of Vermont to look at sites with them. If Kim finds a suitable site she will help get funding for 75-80%.

Miriam motioned to have Elaine contact Kim and set up site visits including Selectboard members, Road Foreman and Carmen. Isaiah seconded. Motion passed.

Robert Fitzpatrick livestock policy:

Robert Fitzpatrick has had issues with livestock on his lawn, his neighbor Peter Hyslop owns the land. But Peter has let his other neighbor Jessie Gerrow on the westside lane, fence and pasture several beef cows and a small horse on his property. He has had people knocking at his door at 11:30pm saying your cows are out in the road, he has them dedicate hand urinates on his property he is afraid if they get rambunctious they could damage his vehicle or house. He has had this happen at least 4times recently. Mr. Fitzpatrick wants the Select board to contact them. Selectboard reached out to lawyer and the lawyer stated that Robert Fitzpatrick must reach out to the owner of animals. It is the owner of animals that is responsible not the property owners responsibility of the animals. So he needs to send Jessie a letter and make sure he has proof and proof they are on Mr Fitzpatrick property and can be fined for it with proper evidence.

Request to lower night lights at town garage:

Andrew wants lights lowered at the town garage or to go to motion sensors. Dan stated he wants it on record if they decide on motion sensor when someone gets hurt or run over and killed it's on the Selectboards back not his. He is all for LED, but not for dropping or motion sensing. Barton garage, Orleans fire and garage, Glover fire and garage - all have dusk to dawn lights. David wants to wait on lowering so the board has a chance to look at them. Bill made a motion to get changed order from Pierce for MERP to cover at town garage - swapping all exterior lighting to LED, and adding a motion low LED light above the main door facing road. Isaiah seconded. Motion passed.

Pam Kennedy Ben and Jerry's grant information:

Pam said the town received a \$1000 grant from Ben and Jerry's for town cottage and would like to look at purchasing some kids stuff for a kids play group.

Pam Kennedy proposed allocation under community appropriation for Westmore farmers market:

Pam stated the farmers market has received \$1000 each year for the last 2 years for signage and music for farmers market. Also receives donations from vendors, wants to keep costs down, but would like to add to appropriation but farmers market is church run and not sure financially how to do that as the board needs to look into policy and see how it could be done.

Ethan Swift request for appointment as alternate to Bob Kennedy as nvda municipal representative:

Miriam motioned to appoint Bob Kennedy and Ethan Swift as Municipal Representative for the Town of Westmore with the NVDA. Bill seconded, motion passed

Employee waiver of coverage of town sponsored health care coverage needed for health care opt out:

Employees will need to fill out a form acknowledging that they are opting out of their town benefit of health coverage and that they are aware the stipend is taxable income.

Bill made a motion to adopt the Waiver of Health Insurance Coverage documents. Isaiah seconded. Motion passed.

Cargill informal quote letter needs signature:

David made a motion to sign the Cargill salt contract for 100 tons at \$107.75/ton. Isaiah seconded. Motion passed.

Bob Kennedy town plan update:

State and town planning use the town plan, needs help with parts of the town plan, and wants the Selectboard to help. The current plan is 8 years old and wants to make sure things are current and accurate. Miriam mentioned it will have a lot of updates. Ethan said the Hazard Mitigation Plan that was just completed should help in some aspects. David motioned the Selectboard to meet 10/15/25 @ 10 am, to update and review the town plan with Bob. Isaiah seconded -Motion passed.

Town cottage ADA compliance walkway estimate:

Isaiah motioned to accept the \$7000.00 quote to install an ADA compliant walkway to town cottage, MERP to pay for, and with the assumption of may be a change order possible for railings. Bill seconded. Motion passed.

Amended ROW Highway Improvement Permit Application to include class 2,3, 4, and Legal Trails.

Isaiah motioned to accept the changes to ROW Highway Improvement Permit Application, noting (Not to be used as curb cut). Bill seconded. Motion passed.

Power at the beach should the town cancel power to reduce cost?

Bill motioned to wait till May 2026 to fix power at the North beach.

Estimate for transfer station overhang:

Tabled.

Miriam to look into tire disposal costs; places Westfield gets rid of them from Ken somebody-not NEKWMD.

Sand pile ROW: Bill to reach out to Andrew and talk about ROW.

Authorization to credit a specific recent duplicate tax bill payment and as policy:

Bill made a motion to credit a duplicate tax payment for the amount of \$12,457.62 back to the taxpayer. Isaiah seconded. Motion passed.

Better Roads grant program award \$19,200. Invoicing for submission:

Isaiah made a motion to sign a Better Back Roads grant reimbursement submittal of \$19,200. Miriam seconded. Motion passed.

MERP amendment to existing scope of work #2:

Bill made a motion to accept MERP change order amendment scope of work. Miriam seconded. Motion passed.

*Connection
noted*

Request a new computer for switch from windows 10 to windows 11:

John's computer failed the test so he needs a new computer as in Oct windows no longer has any support. Josh comes Oct 23rd to look at Elaine's computer and install a booster to try for next door. John to check in with Josh.

Discussion about beginning budget process:

John explained how we start and get to end expectations if we will have several budget meetings over the next month or so.

Request to initiate discussion on a 6 month CD:

Isaiah made a motion to allow John to look into a 6 month CD and roll the rainy day and perpetual fund into new 6 month CDs. Bill seconded. Motion Passed.

Grant management policies and required record keeping:

The town had been put in for a grant but the Town Clerk, Treasurer and Selectboard were not aware until the check for grant came in. Need to make a policy with rules, that if applying for a grant with town the payee or receiving the grant the town Selectboard should be involved in it and Clerk and Treasurer notified.

Local citizens and visitors:

Dan Sicard started a conversation about Tower Lane and work to be done and location.

Correspondence:

Emergency management support for Vermont communities
PUC notice public hearing re increase request of Barton electric rates
Email regarding decontamination station and zebra mussels

Approval of Minutes September 22nd, 2025:

Tabled

Review Bills, Sign select orders and payroll #20:

Isaiah made a motion to review, approve, and sign select orders and payroll #20. Bill seconded, motion passed.

Adjourn:

Isaiah motioned to adjourn at 9:24 pm. Bill seconded

Minutes Prepared by Isaiah Casey: 

X David Stevens. _____ (Board chair)

X Peter Hyslop. _____ (vice chair)

X Bill Perkins.  _____

X Miriam Simmonds.  _____

X Isaiah Casey.  _____