

Town of Westmore

Selectboard Meeting April 6, 2026

Meeting minutes

In Attendance: David Stevens, William Perkins, Miriam Simonds, Isaiah Casey, Jason Petrarca, Elaine Cashin, John Zimmer, Jason Medthune, Peggy Zimmer, Carol Davis, Ellie M, Pam Kennedy

Additions to the Agenda

Bill motioned and Jason seconded to add the Sheriff's request for permission to park cruisers on North Beach. Motion passed.

RAMP Group - Peggy Zimmer: SFY2026 Transportation Alternative Program - Scoping Study

Peggy Zimmer presented on behalf of the RAMP Group regarding a \$50,000 scoping study grant that the Town was awarded for Route 5A safety improvements. The grant requires a 20% local match of \$10,000. Peggy explained that the state favors grassroots organizations and communities that complete scoping studies have better chances for future implementation grants. The study will take 1.5-2 years and will provide three safety improvement alternatives. The RAMP Group plans to fundraise to reduce the town's financial burden, with pledges already received including \$1,000 and contributions from VCRD.

The board discussed administrative responsibilities, determining that John would serve as municipal coordinator and David would be the authorized municipal official to sign documents. John did disclose that Peggy is a family member.

Motion: Bill moved that John serve as grant administrator and David sign as authorized municipal official for the grant proposal. Isaiah seconded. Motion carried.

Community Spaces and Activities: Request to be recognized as an Advisory Committee to the Selectboard

Elaine explained the proposal to recognize the Community Spaces and Activities group as an official advisory committee to the Selectboard noting it would remove the gray area between the group and the town. This would require committee compliance with open meeting laws and public record documentation. It would also provide sustainability for the group beyond the current volunteers. An official resolution defining the select board's expectations will be drafted.

Motion: Miriam motioned to move forward with steps needed to create a Town Committee. Bill seconded. Motion carried.

Swim Lessons at Lake Willoughby

The board discussed Jennifer Woolard's proposal for swimming lessons through Teach America to Swim. Key concerns included contract terms stating the town would be responsible for full payment even if minimum 30-participant enrollment isn't met. The board determined they need to review the actual contract before making financial commitments.

Motion: Jason moved to allow use of North Beach for swim lessons provided all contracting pieces are approved. Bill seconded. Motion carried.

Pam Kennedy - Community Spaces & Activities AARP Grant Close-out

Motion: Bill moved to approve the AARP grant close-out and have David sign the document.
Miriam seconded. Motion carried.

Local Motion Grant Application

Pam requested approval to apply for a \$300-500 micro grant from Local Motion for a community gathering event. The grant requires no town match and allows broad expenses for community events.

Motion: Jason moved that the CSA task force/committee move forward with applying for the Local Motion grant for a community gathering event. Bill seconded. Motion carried.

Chair Yoga Addition to Town Cottage Calendar

Motion: Jason moved to approve chair yoga to begin on April 15th at 9:45AM, conditional on receiving certificate of insurance prior to start. Bill seconded. Motion carried.

America's 250th Anniversary

Elaine reported on America's 250th anniversary planning activities coordinated through Newport Daily Express, proposing the Community Spaces and Activities task force lead Westmore's participation in collaboration with local organizations.

Westmore Fire Department - Request for Boot Drop on July 4

Fire Department member Jason presented plans for the department's 25th anniversary celebration on July 4th at the park across from the station. The event will include a chicken barbecue with parking at the Fellowship Hall and traffic management personnel. The department decided against a formal boot drop fundraiser but requested keeping it as an option and will complete required event paperwork.

Sheriff Department Beach Use

Bill motioned to approve the Sheriff department's request to photograph cruisers on the beach on April 15th for their new logo promotion. Isaiah seconded. Motion passed.

Liquor Control: Consideration of Liquor Permit Applications – Selectboard acting in its capacity as local liquor commission.

Motion: Jason moved to approve 3 limited event permits to be held at the Little Farm requested by Baylin McCarthy for those listed below and table request from Roger Meir as listed for more information. Isaiah seconded. Motion carried.

1. August 11 start at 10AM to August 14th end at 10PM - Bar Service only on Aug 14th from 1 to 10PM
2. August 26 start at 10AM and end at 10PM on August 29 -Bar service only on August 29 from 1 to 10PM
3. July 15 start at 10AM and end July 18 at 10PM -Bar service only on August 22 from 1 to 10PM,
4. August 19 – August 22 request for event at the Little Farm from Roger Meir: More information needed -requesting additional training information.

Overweight Permits

Motion: Miriam moved to approve overweight permits for Barrett Trucking, Vaillancourt Transport and Camp Precast. Bill seconded. Motion carried.

Town Clerk - Training Request

Town Clerk Elaine requested \$235 for digital solutions training pertaining to municipal record keeping, plus \$35 for the Vermont Municipal Clerks and Treasurer's Association annual meeting.

Motion: Miriam moved to approve the two training events for Town Clerk Elaine. Jason seconded. Motion carried.

Record Retention Policy: Table for more information

Hybrid Meeting Procedure/Town Website/ Caledonian Record Sunshine Scores

Elaine reported that the town received a score of 97 out of 100 for providing public information online and government transparency, ranking in the top 10 of 70 towns evaluated by the Caledonian Record.

Motion: Jason moved to proceed with audio-only recordings in Hybrid meetings as evidenced by the study showing compliance with obligations. Isaiah seconded. Motion carried.

Zoom Selectboard Meetings - Payment Authorization

Motion: Miriam made the motion to pay Carol Casey \$40 per Selectboard meeting to assist with Zoom technology during Elaine's absence. Bill seconded. Motion carried.

Authorization to Change Audiocarve Account Administrator

The board authorized removing Peter from the account and adding Isaiah as a second administrator alongside Elaine for the town's phone service account.

Motion: Jason moved to remove Peter and add Isaiah as administrator to the accounts. Bill seconded. Motion carried.

Authorization on Town Accounts

The board authorized removing Peter and adding Isaiah to various vendor accounts (PicknShovel, O'Reilly's, Farmyard Store, JB Colton, EM Brown) used by road crew and road commissioner.

Motion: Jason moved to remove Peter and add Isaiah to the accounts listed on the agenda (PickNShovel, O'Reilly's, JB Colton, Farmyard Store, EM Brown) with no additional changes. Bill seconded. Motion carried. Miriam voted no.

Municipal Officers Statute: 24 VSA 961

Elaine explained the Statute outlines the process to verify if a vacancy exists in a Municipal Official position.

Motion: Isaiah moved to send a certified letter to Steve Davenport about the cemetery commission position. Jason seconded. Motion carried.

Black Fly Run Ride - Policy on Donations

The board discussed Black Fly event donations that specifically reference road improvements. VLCT advised clarification on whether donations go to general fund or specific purposes and ensuring consistent treatment across events. No Action Taken.

David White Proposal for Sweeping

Road Foreman Dan presented David White's proposal for street sweeping and discussed coordinating with other towns to reduce costs. Rental would be approximately \$780 for two towns or \$520 if three towns participate.

Motion: Isaiah moved for Dan to proceed with renting a sweeper, collaborating with another town, if possible, but proceeding independently if necessary. Miriam seconded. Motion carried.

Letter of Intent to Participate in SFY27 Municipal Roads GIA

Motion: Bill moved to participate in the Municipal Roads Grants in Aid program and sign letter of intent. Isaiah seconded. Motion carried.

Backhoe Fenders

Road Foreman Dan requested approval for \$1,665 front fenders for the new backhoe to protect windows from debris, noting the equipment didn't come with standard fenders.

Motion: Isaiah moved to approve up to \$1700 for front fenders for the backhoe. Bill seconded. Motion carried.

Local Citizens and Visitors:

Correspondence: All correspondence available in the Town Clerk's office for review.

Charleston Draft Hazard Mitigation Plan; Jennifer Woolard: Westmore Education Survey Results; Email from PUC regarding Vermont Wind, LLC

Approval of Minutes and Bills

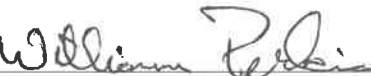
Motion: Isaiah moved to approve minutes from the March 23. Miriam seconded. Motion carried.

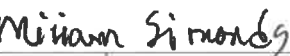
Motion: David moved to approve payroll and select orders #7. Isaiah seconded. Motion carried.

David motioned to adjourn at 8:03PM

Minutes prepared by Elaine Cashin/HeyGov

David Stevens 

William Perkins 

Miriam Simonds 

Isaiah Casey 

Jason Petrarca 