Selectboard Meeting June 15, 2026

Meeting Minutes

In attendance in person: David Stevens, Bill Perkins, Miriam Simonds, Isaih Casey, Jason Petrarca, Dan Sicard, Maree Bushey, Chritopher Roy, Carol Davis, Chris Venegas, Meg Carter, Bob Kennedy, Peggy Zimmer, John Zimmer, Bruce Moffat, Jennifer Harlow

Via Zoom-Tim Hayes, PL Moffat, Donna Dzugas, and 802-222-1195

The meeting was called to order at 6:01 PM.

A request was made to move the **Hybrid Public Meeting Procedures** item to the top of the agenda. Jason motioned and Bill seconded to adopt the procedure that Zoom participants will be muted without the ability to unmute themselves -the town will unmute the participants when appropriate. Motion passed.

Additions to the Agenda: Bill motioned and Miriam seconded to add road side mower discussion to the agenda. Motion passed.

NEW & CONTINUED BUSINESS

Orleans Sheriff Dept Contract: Sheriff Harlow to be present

Sheriff Jennifer Harlow and Chief Deputy Richard Wells attended. Town Treasurer John Zimmer presented a data analysis of the current contract, noting that the distribution of patrol hours had not meaningfully shifted toward the summer months despite a prior-year request, with Westmore's population surging from approximately 350 to 2,000 residents seasonally. Zimmer further noted that in the final month of the contract (March), billing historically spiked despite minimal activity in town. He also indicated that Westmore appeared to be paying more than comparable towns with greater road mileage and higher populations.

Sheriff Harlow acknowledged the concerns and noted she was unaware of ongoing dissatisfaction. Chief Deputy Wells explained that the department's contract is structured as an annual service agreement and cannot be limited exclusively to summer months. The Board clarified that its interest was in adjusting total contract hours downward—eliminating the excess hours billed in slow months—rather than mandating summer-only patrol. It was also disclosed that the department maintains a real-time online activity log (STARS) for contracted towns, access to which had not been utilized by Westmore. The department agreed to resend login credentials to the Town Clerk.

No formal action was taken. The Board indicated it would discuss contract modifications further in executive session.

Westmore Fire Dept: Representative to be present to update Selectboard

Secretary Meg Carter and newly appointed Chief Chris Venegas presented the department's second quarterly update letter. The report documented completed actions, items in progress, and planned activities over the remaining 30 days of the Board's 60-day improvement period. Highlights included an increased meeting schedule of three to four sessions per month, attendance at Northeast International Mutual Aid meetings, scheduled equipment maintenance, and upcoming training. The department also noted that new turnout gear had been ordered and that all three items flagged in the recent insurance inspection were being addressed. No impediments to meeting the 60-day benchmarks were identified. The Board expressed satisfaction with the progress made.

Bruce Moffat- Decontamination Station

Bruce Moffett presented a petition signed by abutting and nearby landowners opposing the placement of the state-loaned boat decontamination station at the former salt shed site on the north intersection of Route 5A and Old 5A. Concerns cited included traffic, noise from boat motors and pressure washing equipment, potential environmental impacts from wastewater runoff, and disruption to the neighborhood during peak summer use. Petitioners expressed support for a decontamination station in principle but requested the town reconsider the site and explore alternatives. It was noted that the state's program liaison, Carmen, had become disengaged from the process. Moffett offered to work to re-engage her and identify alternative locations. Select Board Member Bill indicated willingness to serve as the Board's liaison on this matter.

The Board clarified that the device was a temporary state loaner at no cost to the town, though the town did accept liability for it. No formal action was taken; the Board expressed openness to reviewing alternative sites.

Bob Kennedy- Decontamination Station

Bob Kennedy, a member of the local Development Review Board, offered a procedural suggestion that, for contentious public works projects, the Select Board consider borrowing quasi-judicial hearing procedures similar to conditional use review—formally noticing neighbors, taking structured public comment, and applying conditions to mitigate impacts. The Board acknowledged the merit of this approach for future permanent installations, noting that the temporary nature of the current station had led to a more informal approval process.

Tim Hayes- Follow up on protecting the Eagles/ Fireworks on & around the lake

Tim Hayes participated via Zoom. The Board confirmed that a permit is required under state regulations for fireworks displays and that any permitted event must be overseen by a town official. Enforcement was acknowledged as a practical challenge, as the Sheriff's Department does not enforce local ordinances and holiday weekends stretch resources. The Board agreed that a grassroots public awareness effort—potentially including social media posts, posters highlighting the threat to nesting bald eagles on the lake, and messaging through community associations—would likely be more effective than a formal ordinance without an enforcement mechanism. Hayes noted that three other Vermont lakes with bald eagle nests have designated fireworks-restricted areas and offered to research how those protections were established.

Fireworks- Municipal Oversight

Discussed concurrently with the Tim Hayes item above. No separate formal action was taken.

Rte 5A Grant Agreement Scoping Study: Needs Selectboard Approval- Peggy Zimmer to be present

Peggy Zimmer reported that she had spoken with the state VTrans project manager, who confirmed that if a dedicated pedestrian and bicycle path is deemed infeasible, the engineering consultants will still provide alternative safety recommendations such as bump-outs, crosswalks, and signage. The scoping study will produce a grid of at least three alternatives, beginning with a no-build option at no cost to the town, with progressively more substantial options thereafter. One Board member noted that while Exhibit E of the grant agreement does reference alternatives, it lacks the specificity of what was verbally assured. The Board nonetheless agreed to proceed based on the verbal assurance and the established process.

> Bill motioned and Miriam seconded to authorize the Board Chair to sign the Route 5A Grant Agreement Scoping Study. Motion passed.

Black Fly Run & Ride: Donation received from Jesse Holden $515

Received as informational. The Town Clerk's office was directed to send a thank-you letter.

LWCF Site Stewardship Inspection

The Board was informed that the Land and Water Conservation Fund requires an updated stewardship inspection form for the North Beach, which received LWCF funding, to be submitted by August 31st.

> Bill motioned and David seconded to have Jason P. conduct the site walkthrough, complete, and submit the PDF inspection form. Motion passed.

Larry Smith Email PACIF Safety Inspection Report

Tabled to a future meeting for full review.

Kingdom Games- Approval Needed Lake Willoughby Kingdom Swim August 8

The Board reviewed the submitted paperwork. A question was raised regarding whether a donation or use fee should be requested from Kingdom Games for use of the public beach, as the organization charges entry fees per discipline. Bill motioned and Miriam seconded to approve the Kingdom Games. After discussion regarding a donation, bill motioned and Miriam seconded to rescind the prior motion. Motion passed. The item was tabled to allow time to review the full application and to consider implementing a donation policy for commercial users of town facilities.

Town of Westmore Water Works

Isaiah motioned and Jason seconded to approve payment by Elaine of the $100 operating fee to ANR for the Westmore Water Works via credit card. Motion passed.

Updated Contract David White Sweeping

Isiah motioned and Bill seconded to approve and sign the updated contract for David White Sweeping. Motion passed.

ADA Digital Compliance Federal Regulations

Tabled at the Town Clerk's request pending further explanation.

ROAD FOREMAN

Open Bids on the Rogers Trailer

Three bids were received and opened for the 1986 Rogers 21-ton excavator trailer: David Perkins at $2,050; Frog Hollow Excavating LLC at $2,000; and Nicholas Page at $1,800. The Board noted the bids were low relative to market value but acknowledged the trailer requires significant repairs including a new bed and brakes.

Jason motioned and Isaiah seconded to sell the trailer to the highest bidder, David Perkins for $2050. Motion passed.

Troy Overhead Door Estimate - MERP Funds?

The Road Foreman presented a partial quote for replacement of bottom door panels and one garage door opener at the town facilities using remaining MERP funds. The Board found the quote incomplete—it specified only one opener and noted that installation labor was listed as self-performed. The Board directed the Road Foreman to obtain a revised, comprehensive quote covering all doors and all openers including installation labor. The item was tabled pending the updated quote.

Municipal Highway Grant Award-Class 2 Roadway-TH1 Willoughby Lake Rd & TH2 Newark Road - Info Only

Vehicle Registration 1979 Massey Tractor: Signature Needed

Bill motioned and Isaiah seconded to authorize 5 year registration of the 1979 Massey Tractor. Motion passed.

Request to have Eric paint the Front Porch Railing Municipal Building. Some shingles also coming off

Tabled.The item will be revisited once the Town Clerk provides additional information.

Addition to Agenda — Roadside Mower Repair

The Road Foreman reported that the joystick on the roadside mower had failed, rendering the unit inoperable. Quotes were discussed, with the full repair including wiring harness estimated at just under $7,000. The Board weighed the cost of repair against the cost of contracting mowing services and the value of retaining the equipment.

> Isaiah motioned and Miriam seconded to approve up to $7,000 for the joystick and harness replacement on the roadside mower. Motion passed.

OLD BUSINESS

Town Cottage - Updated calendar - Info Only

Hybrid Public Meeting Procedures: Addressed at the beginning of the meeting.

MERP Funds- Update on heating/cooling units

John stated he would make a final direct contact attempt with Pierce Electrical and, if unsuccessful, would proceed with issuing a new Request for Qualifications. Remaining MERP-funded work includes mini-split installation at two locations, electrical upgrades and lighting at the town garage, and a concrete floor reinforcement project. An estimated $30,000 remains unspent in the MERP fund, with a December spend-or-return deadline.

Jennifer Woolard email- Update on swimming lessons- info only

The Board received an informational update that 23 Westmore youth are enrolled in swimming lessons, with 15 additional students from other communities on a waitlist. The program reported the highest opening-week enrollment of any community served. An afternoon session is being considered due to demand.

LIQUOR COMMISSION: Liquor Control: Consideration of Liquor Permit Application

> Jason motioned and Isaiah seconded to approve the Request to Cater liquor permit application for Collaborative Stoke, LLC for an event at the Notch House on August 28, 2026, from 2:00 PM to 10:00 PM. Motion passed.

LOCAL CITIZENS AND VISITORS: Questions and Discussion

Donna (via Zoom) requested Board authorization for the Town Clerk to send an email to residents regarding the NEK Broadband drop-in event on Saturday, June 20th, from 10:00 to 11:30 AM at the Town Cottage. She noted that this build-out would cover approximately one-third of the town and that free hookups are available for properties with underground utilities. She also reminded attendees of the Vermont Supreme Court oral argument regarding the Westmore ITW radio tower on Thursday, June 18th at 9:45 AM, and noted a community caravan was being organized, with a live YouTube stream also available.

Correspondence items — Broadband Technician Training at No Charge and the Cindy Krieble Supreme Court oral argument notice — were received as informational.

Carol Davis asked about the status of a traffic study that had previously been referred to Select Board Member Isaiah. It was noted the item would be followed up on.

PROPOSED EXECUTIVE SESSION: Orleans Sheriff – Contractual Obligations under 1 VSA 313(a)(1)(A)

The Selectboard finds that premature general public knowledge would clearly place the public body or a person involved at a substantial disadvantage

> Jason motioned and Isaiah seconded to enter executive session on the subject of the Orleans Sheriff's contractual obligations under 1 VSA 313(a)(1)(A) at 7:45 PM. Motion passed.
>
> Jason motioned and Bill seconded to exit executive session at 8:04PM. Motion passed.

Jason and John will work together to prepare proposed contract revisions for further discussion with the Sheriff's Department. No formal decisions were made.

APPROVAL OF MINUTES OF PRIOR MEETINGS: Selectboard Meeting June 1

> Isaiah motioned and David seconded to approve the minutes of the June 1, 2026. Motion passed.

REVIEW BILLS AND SIGN SELECT ORDERS & PAYROLL #12

The Board reviewed available payroll documentation. As the Town Clerk had not completed Payroll #12 in full, Bill motioned and Miriam seconded to accept as is seen with record presented payroll #12 and accounts payable.Motion passed. David motioned and Isaiah seconded to authorize Miriam to come in the following morning to complete any additionally required signatures. Motion passed.

ADJOURN

> Jason motioned and Bill seconded to adjourn at 8:21 PM. Motion passed.

Minutes prepared by ClerkMinutes and Elaine Cashin

David Stevens

William Perkins

Miriam Simonds

Isaiah Casey

Jason Petrarca