Selectboard Meeting August 24

Meeting Minutes

August 24, 2026, 6:00 PM

In attendance: David Stevens, Bill Perkins, Miriam Simonds, Isaiah Casey, Jason PetrarcaJohn Zimmer, Ellie Majchrzak, Pam Kennedy, Peggy Zimmer
Via Zoom: Britta Milks

David called the meeting to order at 6:01 PM.

ADDITIONS TO THE AGENDA

Bill motioned and Miriam seconded to add (1) bottles at the Transfer Station, to the agenda. Motion passed.
Miriam motioned and Bill seconded to add Tax Anticipation Note to the agenda. Motion passed.

NOTICE: OCSU/Public Meeting August 25 Lake Region High School: LRUHS and EMS Boards recommend moving to a unified school district represented by a single board.

TREASURER

Update to the Scoping Study Bidding Process

The Treasurer presented the process for selecting a consultant for the scoping study, which follows a state-sanctioned "at the ready" program rather than a traditional competitive bid. Under this process, a committee of at least two members reviews statements of qualifications from three pre-approved engineering firms from a state list of six, ranks them, and forwards an RFP exclusively to the top-ranked firm. If the proposal is unsatisfactory, the town may decline and proceed to the next firm.

The Treasurer proposed that a committee—comprising himself as Municipal Project Manager, members of the RAMP committee, and a Selectboard member—would rank the firms and present their rationale to the full Board for approval before the RFP is issued. Upon receipt of the proposal, it would be opened at a public meeting and reviewed by the Board. The committee also planned to attend Irasburg's open public meeting that Wednesday to observe one of the prospective vendors in action and to gather reference information from towns further along in the process.

> Jason motioned and Bill seconded to authorize the Treasurer to proceed with the scoping study consultant selection process as outlined. Motion passed.

Monthly Cash Flow

The Treasurer reported that as of the end of July, the town carried a positive operating balance of approximately $175,000. Tax bills have been issued and payments are beginning to come in. The Treasurer indicated the town would not need to draw on its line of credit or borrow from the emergency reserve fund, and that the Tax Anticipation Note from Community National Bank would provide adequate coverage.

NEW BUSINESS

Motion for approval Tax Anticipation Note as discussed last week

It was noted that a discussion and consensus regarding a Tax Anticipation Note with Community National Bank in the amount of $300,000 had occurred at the August 10th meeting, but that no formal vote had been recorded in the minutes. The item was added to the current agenda and formally acted upon.

> Bill motioned and Miriam seconded to approve the Tax Anticipation Note with Community National Bank as noted in discussion at August 10th meeting. Motion passed.

Rogers Trailer Registration Cancellation: Signature needed

The Board was informed that the Rogers Trailer had been sold and that a Board signature was required to cancel its registration.

> Bill motioned and Miriam seconded to approve cancellation of the Rogers Trailer registration. Motion passed.

Correspondence from Town Attorney forwarded from Delinquent Tax Collector

The Board reviewed correspondence from the town attorney regarding the property of Bobby Gene Inman, who died approximately three years ago and is five years in arrears on property taxes, with the town owed approximately $10,000. The Board discussed the probate process, associated legal and court costs, and the likelihood that the town's tax claim would be submitted to the court-appointed administrator. The Board determined this course of action was necessary to resolve the situation.

> Jason motioned and Bill seconded to authorize the town attorney to petition the Orleans County Probate Division to open an estate for the Bobby Gene Inman property. Motion passed.

Community Spaces & Activities Committee: Updates on committee activities and the Long Handled Spoons dinner as well as a budget request.

The Community Spaces & Activities Committee provided an update on planned fall programming, including a generational story time event in partnership with the public library, a Halloween party at Fellowship Hall, and the Long Handled Spoons community dinner—a NOFA-funded initiative (grant award: $200) aimed at bringing neighbors together. The dinner is tentatively planned as a drop-in open house on October 10th.

The committee requested $150 to supplement the NOFA grant for the Long-Handled Spoons event. The committee also discussed the need for an ongoing annual budget of approximately $900 (January to January) to cover supplies and activities, rather than making piecemeal requests. The Board agreed to address the formal budget during the upcoming October budget process, and to continue handling individual requests in the interim.

> Miriam motioned and Bill seconded to approve $150 for the Community Spaces & Activities Committee for the Long-Handled Spoons dinner. Motion passed.

It was determined that the cost of transporting redeemable bottles from the Transfer Station to a redemption center exceeded the revenue generated.

> Bill motioned and Miriam seconded to donate Transfer Station redeemable bottles to the Westmore Association. Motion passed.

ROAD FOREMAN

Wired in Exit lights for the Transfer Station

The Board was informed that the Transfer Station lacks required emergency exit lighting. The topic was tabled pending a full review of the risk management report received from VLCT safety consultant Larry. The Board agreed to schedule a dedicated discussion of the full report at a future meeting.

Power at North Beach

The Board was informed that the cost to bring overhead power to the North Beach facility—including installation of an additional pole by Barton Electric—was quoted at approximately $4,213. The Board discussed alternatives, including a solar-powered camera system, though poor cell service at the location was noted as a limitation for any cellular-dependent technology. No action was taken. The Board agreed to revisit the matter during the budget process and to incorporate it into the broader North Beach and risk management discussion.

Security Camera at the North Beach

The Board discussed the existing security camera at North Beach, which has been non-functional since power was lost in October of the prior year. It was further noted that the camera's field of view does not effectively capture vehicle license plates at the parking lot entrance, limiting its utility. No action was taken; the matter was referred to the broader risk management report discussion.

Crosswalk at the Beach

The Board discussed the current location of the beach crosswalk, which sits in an area with active vehicle ingress and egress and has previously been identified as unsafe by a PACIF Risk Management. Potential locations at either end of the parking lot were discussed, with attention to curb cut requirements for ADA compliance. The Board also acknowledged that legally compliant crosswalks may require an engineering study and proper signage. The state recently painted a centerline on the town road through the village, creating travel lanes of 14 and 17 feet, which the Board viewed favorably for traffic calming purposes. The Board agreed to await pricing from the Road Foreman for road striping and to consult with the PACIF Loss Control safety contact regarding crosswalk regulatory requirements before proceeding. No action was taken.

LIQUOR COMMISSION: Liquor Control: Consideration of Liquor Permit Application

Bill motioned and Miriam seconded to approve the liquor permit application for Willy's Food Service at the Notch House for September 18th from 3:00 PM to 10:00 PM. The motion passed.

LOCAL CITIZENS and VISITORS: Questions and Discussion

Correspondence: All correspondence available in Town Clerk's Office for review

From Westmore Association/Karen Jenkins re Speed on CT Rte 5A: The Board acknowledged receipt of a letter regarding vehicle speed concerns on CT Route 5A. The letter lacked a formal signature, which was noted as limiting its formal standing, though the author had since been identified and invited to participate in the RAMP committee, which she accepted.

APPROVAL OF MINUTES OF PRIOR MEETINGS: Selectboard Meeting August 10

Bill motioned and Miriam seconded to approve the minutes of the August 10, 2026, Selectboard Meeting. The motion passed.

REVIEW BILLS and SIGN SELECT ORDERS & PAYROLL #17

The Board briefly discussed concerns about the adequacy of time allotted at regular meetings for reviewing bills and payroll and explored potential alternatives such as individual pre-meeting review.

Miriam motioned and Jason seconded to approve Payroll #17. Motion passed.

Bill motioned and Miriam seconded to adjourn at 8:20PM. Motion passed.

Minutes created by ClerkMinutes

David Stevens
William Perkins
Miriam Simonds - Miriam Simonds
Isaiah Casey

Jason Petrarca

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