

Selectboard Meeting Minutes Town of Westmore

July 13, 2026

In attendance in person: David Stevens, Bill Perkins, Isaiah Casey, Jason Petrarca, Elaine Cashin, Steve List, Britta Milks, Meg Carter, Patti Lucas, Renee Falconer, Ellie Majchrzak, John Zimmer, Peggy Zimmer, Carmen Anderson, Diane Lehder, Eric Riendeau, Jason Midthun, Simon Murray

In attendance via Zoom: Carol Casey, Chris Venegas, Donna Dzugas-Smith, Tim Hayes, Maree Bushey

David called the meeting to order at 6:00 PM.

ADDITIONS TO THE AGENDA? Isaiah motioned and Jason seconded to add the State of VT highway grant agreement needing approval to the agenda. Motion passed.

NOTICE: Justice of the Peace — Independent Petition Forms due July 20; party nomination forms due July 27 : Elaine noted that anyone wishing to run for Justice of the Peace may do so. Independent petition paperwork is due Monday, July 20, and party caucus nominations are due July 27.

TREASURER : June YTD Financials and Cash Flow

John reported that July is expected to see a temporary cash deficit, driven primarily by the recent payment of a \$150,000 paving bill. John reported that once the paving reimbursement is received from the state and tax bills go out in August, the cash position is expected to stabilize. He added that general fund expenses were at 48% of plan and highway budget expenses at 49% of plan at the midpoint of the year — both favorable. He said the transfer station deficit at mid-year was noted to be less than half of what it was at the same point last year, reflecting the positive impact of recent operational changes.

Bill motioned and Isaiah seconded to approve a transfer of funds not to exceed \$53,000 from the equipment and paving funds to the general fund as reimbursement for operational costs already covered. Motion passed.

LISTERS : Notice from Office of Property Valuation & Review concerning Mandated Reappraisal. Also Act 68 noted requiring a full reappraisal every 6 years: The Town Clerk noted that a reappraisal compliance plan had already been submitted by the Lister, assessors have been hired, and the plan is in place. No further action was required.

NEW BUSINESS

Animal Dog Officer — Domestic Livestock Ordinance & Emotional Support/Service Animals

The Animal Control Officer, Renee Falconer, presented a state-drafted domestic livestock ordinance template which applies to hobby farm animals (e.g., backyard chickens, pigs, and cattle) and does not apply to licensed agricultural operations. Fine amounts had been drafted based on figures from neighboring towns. Renee said she would be willing to enforce the ordinance if adopted. Elaine will redo the paperwork with Renee's suggestions and present to the Board at the next meeting for a decision.

Renee also raised a concern about ongoing difficulty enforcing the no-dogs policy at North Beach, citing frequent claims by beachgoers that their dogs are service animals. Jason clarified that Vermont does not recognize emotional support animals as service animals, and that staff may ask what service a dog performs — though not about the owner's disability. The matter was acknowledged as an ongoing challenge.

Steve & Nancy List — Municipal Impact Questionnaire — Certification of Municipal Services for ACT 250 Application

Steve List presented the context for an Act 250 permit application for Foxhall, describing a desire to host small workshops, occasional weddings, and community events. Tim Hayes referenced a prior Act 250 application filed three years ago. David asked Elaine to check with the Town Attorney before signing the municipal impact questionnaire. The Board agreed to table the matter pending receipt of a copy of the Act 250 application from the applicants for independent review. The item will be brought back at the next meeting.

Lake Willoughby Posters prepared by Riverside School students

The Board reviewed posters created by Riverside School students promoting responsible use of the lake and surrounding environment. Jason motioned and Isaiah seconded to authorize posting of the signs created by Riverside School students. Motion passed.

RAMP Group — Permission to apply for Vermont Community Foundation NEK Fund Grant

Peggy Zimmer spoke for The RAMP Group requesting permission to apply for a Vermont Community Foundation NEK Fund Grant of up to \$5,000. She explained that it would be applied toward reducing the 20% matching obligation for the VT Rte 5A scoping study. The Ramp group asked the Town to serve as fiscal sponsor, as the RAMP Group does not hold 501(c)(3) status. The Board confirmed this arrangement carries no additional financial obligation to the Town.

Jason motioned and Bill seconded to permit the RAMP Group to apply for the NEK Fund Grant and to authorize the Town to act as fiscal sponsor by signing documents needed. Motion passed.

Patti Lucas — North Beach, E. Coli, and the geese

Patti presented information on the growing Canada goose population at North Beach and possible correlation with elevated E. Coli levels. She recommended prohibiting the feeding of waterfowl, erecting educational signage, and considering microbial source tracking (MST) testing to identify pollution sources. Jason confirmed the goose population has noticeably increased this year and outlined the state-regulated steps available for goose management: hazing with dogs, silhouette decoys, and a food product that causes temporary discomfort without harm.

Bill motioned and Isaiah seconded to authorize spending up to \$350 to purchase silhouette decoys and the food product. Motion passed. David asked about checking with the Game Warden about this process. Jason will manage this effort and document results in the event state-level intervention is later warranted.

Carmen Anderson — Defibrillator from Red Cross

Carmen informed the Board that a defibrillator obtained through Red Cross has been installed in the Westmore Community Church. It was emphasized that 911 should be the first call in any emergency, and that the fire department also maintains defibrillators. Discussion ensued about obtaining an AED for the Municipal Building.

Northwoods- Approval needed for the Westmore Mountain Challenge.

The Board reviewed the Assembly Application submitted, which included a certificate of insurance, notification to Glover EMS, Forest Parks & Rec permit and a map of the route.

Bill motioned and Isaiah seconded to approve the Westmore Mountain Challenge event to be held September 26 from 5AM to 8PM. Motion passed.

Contract for Richard McAllister needs SB approval

Isaiah motioned and Bill seconded to approve the contract with Richard McAllister, contingent on receipt of proof of insurance and hold harmless documentation, for work done on the Town Cottage entrance ramp. Motion passed.

Vermont Community Leadership Summit: Nomination for community member to attend:

The Board noted the Summit will be held on October 6th at Castleton. There is no cost to the attendee. The item will be publicized on the Town website and the Board will accept expressions of interest.

OLD BUSINESS

Boat Wash : Carmen confirmed she is not moving forward with the boat wash.

North Beach — Electric/Shed updates

The Board discussed the prospect of installing a storage shed and electrical service at North Beach. Isaiah reported an estimate given for an 8 x 10 shed at \$1875. It was noted that an overhead power line from behind the basketball court may be a cost-effective solution compared to underground installation. Discussion on the shed purchase was deferred pending confirmation of power availability and cost. David reported visiting Caspian Lake with a comparable public beach and observed functional, clean flush toilets in an unheated shed with electricity.

David motioned and Isaiah seconded to authorize Elaine to write and sign a check for \$250.00 for the Barton Electric application fee prior to the next Selectboard meeting. Motion passed.

LWCF Inspection Update : Jason reported that photos have been taken and will be submitted with the application. No further action required.

Orleans Sheriff Department — Contract: Tabled to Executive Session

Westmore Fire Association-Contract: Tabled to executive Session

RFP from Orleans Fire Department — Tabled to Executive Session

Larry Smith Risk Management Report — Suggested Correction Dates by Aug 16

The Board noted the fire department has addressed items related to stairway storage and extinguisher inspection scheduling. The Town Clerk will follow up with the Road Foreman on remaining items.

ROAD FOREMAN

Culverts -The Road Foreman requested authorization to spend \$7,000 of the \$10,000 culvert budget to replenish stock. The Treasurer noted a need to manage cash flow timing and the Board agreed to table the expenditure until the next meeting on July 27.

Troy Overhead Door Estimate : An estimate of \$15,020 was received for the overhead door which may be partially eligible for MERP reimbursement. The Board agreed to bring this back at the July 27 meeting. Isaiah to contact the vendor to confirm scheduling availability before committing funds.

Request to have Eric paint the Front Porch Railing Municipal Building. Some shingles also coming off — No ladder need

Jason motioned and Isaiah seconded to authorize up to \$200 for purchase of paint and supplies and to allow Eric to paint the front porch railing and other areas not requiring a ladder as needed. Motion passed.

LIQUOR COMMISSION: Liquor Control — The Board acting in its capacity as local liquor commission reviewed two pending applications:

The Sugared Rim, LLC - Notch House, October 3 from 4PM to 9 PM for a wedding.

Vermont Mobile Spirits, LLC-Notch House, July 18 from 3PM to 11PM for a wedding.

Isaiah motioned and Jason seconded to approve both applications, conditional that no alcohol be served after 10PM. Motion passed.

State of Vermont Grant Agreement #P02320-Award of \$161,975.60 with 20% match for work done on Willoughby Lake Road and Newark Road- Signature Needed.

Isaiah motioned and Bill seconded to approve the signing of the highway grant agreement #P02320. Motion passed.

LOCAL CITIZENS and VISITORS: Questions and Discussion: No additional public comment was recorded under this item.

Correspondence: All correspondence is available in the Town Clerk's office for review. The Town Clerk noted the following correspondence items for public awareness: free summer meals are available for children 18 and under on Wednesdays at Lake Region High School; Vermont Covered Bridge Week runs August 1–8; and NEKWMD advises that household hazardous waste now requires an appointment and that fees apply for some materials previously accepted at no cost.

PROPOSED EXECUTIVE SESSION: Municipal Fire & Rescue Services — Contractual Obligations under 1 VSA 313(a)(1)(A)

The Selectboard found that premature general public knowledge would clearly place the public body or a person involved at substantial disadvantage. David motioned and Isaiah seconded to enter Executive Session at 7:31 PM. Motion passed. Isaiah motioned and Jason seconded to exit Executive Session at 8:43 PM. The attending Fire Dept members were invited into the session after initial discussion by the Board.

Following an executive session, Isaiah motioned and Bill seconded to extend the current contract with the Westmore Fire Association as of today's date for 60 days. Motion passed. This allows time for both parties to review and negotiate proposed amendments to a new contract. Representatives of the Westmore Fire Association, a quorum of whose board was present,

verbally confirmed their commitment to continue providing services during the 60-day extension period. The Association indicated it plans to actively recruit volunteers and pursue the purchase of new fire apparatus during this period. The Board clarified it cannot cosign any loans but confirmed that under the existing contract and the Association's bylaws, any remaining assets after debt obligations would transfer to the Town only upon dissolution of the organization. The Board encouraged the Association to proceed with recruitment and equipment planning.

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

The Board discussed the Orleans Sheriff contract in open session and determined executive session was not necessary.

Bill motioned and Isaiah seconded to approve and sign the contract with the Orleans Sheriff's Dept for 290 hours at \$68.50/hour for a total of \$18,995. Motion passed. The Sheriff had declined to sign additional addendums but provided written confirmation of intent via email. The Board will evaluate performance at year's end.

APPROVAL OF MINUTES OF PRIOR MEETINGS: Selectboard Meeting June 29: Minutes were tabled pending corrections by the Town Clerk.

REVIEW BILLS and SIGN SELECT ORDERS & PAYROLL #14: Bill motioned and Isaiah seconded to approve Select Orders #14 and Payroll #14. Motion passed.

ADJOURN: Jason motioned and Isaiah seconded to adjourn at 9:16PM.

Minutes prepared by ClerkMinutes & Elaine Cashin:

David Stevens David Stevens

William Perkins *William Perkins*

Miriam Simonds: Not present

Isaiah Casey

Jason Petrarca 