

# DRAFT

## Selectboard Meeting June 1, 2026

### Meeting Minutes

30 Hinton Hill Rd, Municipal Building, June 1, 2026, 6:00 PM

**In attendance:** David Stevens, William Perkins, Miriam Simonds, Isaiah Casey, Jason Petrarca, Elaine Cashin, Dan Sicard, Tim Hayes, Carol Davis, Carmen Anderson, Gabrielle Gervais, Cindy Kriebel, Bob Kennedy, Bruce Moffat in person. Maree Bushey, Donna Dzugas-Smith, Carol Casey via Zoom

**Call to Order :**David called the meeting to order at 6PM

### **Additions to the Agenda?**

Bill motioned and Isaiah seconded to add an item regarding compost toilets at the North Beach parking lot. Motion passed.

### **Updated Hybrid Meeting Procedure**

Town Clerk Elaine presented guidance received from VLCT regarding hybrid meeting procedures, including the recommendation to establish rules of procedure and options for managing disruptive remote participants. The Board discussed implementing a Zoom registration requirement as a near-term measure while awaiting a formal legal opinion from VLCT on whether hosts may mute all participants without permitting self-unmuting.

Jason motioned and Isaiah seconded to require Zoom meeting registration for the next meeting. Motion passed.

The Board agreed to defer adoption of formal rules of procedure until the VLCT legal opinion is received.

### **New Business**

#### **Compost Toilets at North Beach Parking Lot (Addition to Agenda)**

Select Board Member Miriam reported that she had contacted Vermont Parks and Recreation, which referred her to Clivus New England, a Massachusetts-based company with composting toilet installations at several Vermont sites including Smuggler's Notch, Plymouth State Park, and Vermont Law School. Key considerations identified were installation cost and ongoing maintenance. The company offers full or partial maintenance contracts, with service typically required every 6 to 12 weeks.

Jason motioned and Isaiah seconded approval for Miriam to move forward with researching composting toilets at the North Beach by submitting the facility project cost estimate. Motion passed.

## **Tim Hayes: Address the Board Regarding Protecting Nesting Eagles on Lake Willoughby and Fireworks**

Resident Tim Hayes addressed the Board regarding a bald eagle nest on the List property near the north end of Lake Willoughby. He expressed concern that the increasing frequency and scale of private fireworks displays throughout the summer is disrupting the nesting pair. He also noted that fireworks debris is deposited in the lake. The Board acknowledged the issue and noted that enforcement presents a significant practical challenge, particularly on major holidays. Town Clerk Elaine indicated she would forward VLCT information on local fireworks regulation to the Board for review at a future meeting.

## **VLCT – June 22 at 3PM Special Membership Meeting**

VLCT is considering incorporating and amending bylaws to allow the offering of health plans. Isaiah motioned and Miriam seconded to designate Bill Perkins as the voting delegate for the Town of Westmore for the June 22 VLCT meeting. Motion passed

## **VLCT Dues: \$1.43 per capita plus \$1,190 = \$1,701 – Info Only**

## **Auditor Engagement Letter from Batchelder Associates, PC**

Town Clerk Elaine noted that Town Administrator John had signed the letter as management and modified the anticipated start date to "a mutually agreed upon time frame." The Board's governance signature was required.

Bill motioned and Isaiah seconded to approve the Auditor Engagement Letter from Batchelder Associates, PC. Motion passed.

## **Milfoil Eradication RFP: Approval Needed for Newspaper Ad**

Jason motioned and Isaiah seconded to approve the newspaper advertisement for the Milfoil Eradication RFP. Motion passed.

## **Listers: Grand List Extension Request**

Town Lister Mary appeared before the Board via Zoom to request a 30-day extension to the Grand List deadline, citing a delay in receiving updated utility valuations from the state. She noted that a major utility is among the town's largest taxpayers and its valuation must be included before the abstract can be finalized. It was also noted that tower assessments would be included in this year's Grand List for the first time.

Isaiah motioned and Miriam seconded to approve the Grand List extension of 30 days from June 4. Motion passed.

## **Zoning Permit Violations**

Town Lister/Assistant Zoning Administrator Mary raised the ongoing issue of zoning permit non-compliance, noting that the town currently lacks a formal enforcement process beyond issuing violation notices with daily fines. The Board directed Assistant Zoning Administrator Mary to bring the matter to the Development Review Board's next agenda so that a formal process could be drafted for the Board's review.

## **Road Foreman**

### **Road Closure: Long Pond Road – Change Culvert**

Road Foreman Dan proposed closing Long Pond Road to replace the culvert near the store on either June 16 or June 17, 2026, contingent on weather, with the work expected to take approximately half a day.

Isaiah motioned and Jason seconded to publicize the Long Pond Road culvert replacement road closure for June 16 or 17, 2026. Motion passed.

### **Replacement Tractor**

Road Foreman Dan raised the possibility of replacing the older beach tractor, which lacks a functioning PTO, with a utility tractor in the 40–60 horsepower range. He noted that proceeds from the potential sale of the existing tractor and trailer could offset the cost of a replacement estimated between \$22,000 and \$28,000. The Board agreed to defer a formal decision until budget implications can be reviewed. Road Foreman Dan was directed to continue monitoring available equipment.

### **Willoughby Lake Store – Move Rocks on Asphalt**

Road Foreman Dan noted that rocks placed by a private landowner along the Long Pond Road right-of-way must be removed prior to the planned paving work. Road Commissioner Isaiah agreed to contact the landowner again with a firm removal deadline, after which the town would remove the rocks if necessary.

## **Old Business**

### **Rte 5A Grant Agreement Scoping Study: Needs Selectboard Approval**

Town Clerk Elaine presented the Route 5A Pedestrian and Bike Path Scoping Study grant agreement for Board approval. Jason raised a concern that the grant agreement, as written, addresses only the feasibility of a walking or bike path and does not appear to obligate the consultant to provide alternative safety recommendations if a path is deemed infeasible. The Board discussed whether this was consistent with the original intent of the project. The Board voted to table the item until the June 15 meeting to allow time for project liaison Peggy Zimmer to return and clarify the scope.

Additionally, Carol Davis suggested that the town request an updated traffic count study from NVDA, noting that the most recent study was conducted in 2015. Select Board Member Bill agreed to follow up with NVDA regarding the town's place on the study schedule.

### **Updated Zoning Fees – Effective Date?**

Bill motioned and Isaiah seconded to set July 1, 2026 as the effective date for the updated zoning fees. Motion passed.

### **Kingdom Games – Approval Needed Kingdom Swim August 8, 2026**

Town Clerk Elaine reported that she had sent the assembly application to the Kingdom Swim organizer, Phil White, but had not received a completed application in return. The Board

agreed that the application must be submitted before approval can be granted. Town Clerk Elaine will follow up with Mr. White directly.

### **North Beach Update**

The Board discussed the condition of the existing concrete restroom facility at North Beach, which has a deteriorating roof and damaged front wall. The consensus was to defer any structural decisions until the composting toilet research is further along. The Board will take a holistic approach, weighing the cost of rehabilitating the existing structure against the feasibility of a composting toilet installation.

### **Elizabeth Tucker: Letter @ Berm on Long Pond Road**

Bill motioned and Miriam seconded to approve a letter drafted by Town Attorney Jim on behalf of Elizabeth Tucker regarding the berm on Long Pond Road. Motion passed.

### **NEKWMD: Miriam to Give Update of May 12th Meeting**

Select Board Member Miriam provided a detailed report from the Northeast Kingdom Waste Management District (NEKWMD) Board of Supervisors meeting held May 12, 2026. The district is experiencing a significant financial shortfall, with a 45% reduction in surcharge revenue—approximately \$100,000—since 2025, driven by declining solid waste disposal volumes and falling recycling commodity values, while operating costs have risen due to inflation, insurance, and fuel prices. The NEKWMD director indicated that the district has been overly reliant on the trash and construction debris surcharge as its primary revenue source and is now moving toward a user-pay model. Near-term measures under consideration include a surcharge increase from \$29.50 to \$31.00 per ton, the elimination of remote hazmat and bulky item collection events, and new fees for previously free services such as appliance disposal. The Board discussed the structural financial vulnerabilities and noted the difficulty in auditing surcharge collection through the waste hauler intermediary.

### **Overweight Permit: Approval Needed – Structural Wood Corporation / Warren Hill Trucking**

Bill motioned and Isaiah seconded to approve the overweight permit for Structural Wood Corporation and Warren Hill Trucking. Motion passed.

### **Local Citizens and Visitors: Questions and Discussion**

ITW Supreme Court Appeal: Donna Dzugas informed the Board that the interveners' appeal of the Industrial Tower and Wireless (ITW) permit decision is scheduled for oral argument before the Vermont Supreme Court on Thursday, June 18, 2026 at 9:45 AM in Montpelier. The public is welcome to attend. Resident Donna reported that concerned citizens are organizing a caravan to Montpelier that day to show public support and encouraged community members to contact her or Cynthia for details. She also updated the Board on the status of Act 248A, noting that the legislature extended its sunset by four years rather than making it permanent law, and that the Public Utility Commission has been directed to reexamine its standards.

Boat Washing Station: Resident Bruce Moffett of 107 Miles Lane addressed the Board regarding the temporary boat washing station approved for the former state shed site. Mr. Moffett expressed opposition on behalf of himself and several neighboring property

owners—including Mountain Lake Cottages, Baker, and Pepper properties—citing concerns about noise from motor flushing operations, potential runoff into the lake, traffic safety at the 50 mph approach, and the lack of consultation with abutting landowners prior to approval. The Board acknowledged the concerns and noted that only a temporary authorization had been granted. Select Board Member Jason clarified that the Board had authorized a trial period and that if usage was insufficient, the station could be removed sooner. He also noted the approval had been for an external wash. Mr. Moffett was invited to place the item on a future agenda for further discussion. The Board agreed to revisit the matter and consider whether alternative sites may be more appropriate.

## Correspondence

Town Clerk Elaine noted the following correspondence items were available in the office for review:

- Sheriff's office brochure: Joining the Fight — fentanyl awareness resources for parents.
- Diane Lehder/LCAR: Notice approving DEC proposed amendments to Use of Public Water.
- Free day-use entry to Vermont State Parks for eligible Vermonters.

## Proposed Executive Session: Labor Relation Agreement with Employee under 1 VSA 313 (a)(1)(B)

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 under 1 VSA 313(a)(1)(B) regarding a labor relations agreement with an employee was made at 7:53 PM. Motion passed.

Jason motioned and David seconded to exit the Executive Session at 8:08PM. Motion passed.

No action was taken.

## Approval of Selectboard Minutes May 4th with Correction & May 18th

Isaiah motioned and Miriam seconded to approve the Selectboard Meeting minutes of May 4, 2026 (with correction) and May 18, 2026. Motion passed.

**Review and Sign Select Orders #11 & Payroll and #11:** Miriam motioned and Bill seconded to approve. Motion passed.

Town Clerk Elaine explained that Payroll #10A was issued as a supplemental warrant after two boat greeter employees whose paperwork had been delayed were approved for payment following consultation with a quorum of the Board.

Bill motioned and Isaiah seconded to approve Motion to approve Payroll 10A. Motion passed.

Bill motioned and Isaiah seconded to adjourn at 8:15PM. Motion passed.

Minutes prepared by Elaine Cashin -ClerkMinutes

David Stevens

Isaiah Casey

William Perkins

Jason Petrarca

Miriam Simonds

