

**TOWN OF ELMORE, VT**  
**Select Board Meeting**

**Meeting Minutes – prepared by G. Schwartz**  
**Status: Approved**

**Meeting Date: January 14, 2026      Start Time: 6:05 pm      Adjourn 7:36 pm**

**Selectboard Members Present:**

- Caroline DeVore (Chair)
- Glenn Schwartz (Clerk)
- Sharon Fortune

**Meeting Attendees: See attached attendance sheets**

**Meeting Recording**

[https://us06web.zoom.us/rec/share/kPRpLfkzQKsNp-F6UXv20tI2dfFZgkpHhWd-wH-ETfJPiRBiXGhxVrT6kdy68khh.F9UQeTu\\_2rz6KTBF?startTime=1768431595000](https://us06web.zoom.us/rec/share/kPRpLfkzQKsNp-F6UXv20tI2dfFZgkpHhWd-wH-ETfJPiRBiXGhxVrT6kdy68khh.F9UQeTu_2rz6KTBF?startTime=1768431595000)

Passcode: **Batw8Q.W**

**Recording will be available for a minimum of 30 days from the meeting date.**

---

- ❖ **Call To Order:** Caroline DeVore
- ❖ **Review/approve previous meeting's minutes –**
  - The Board reviewed minutes from the 12/9/25, 12/10/25, 12/11/25, 12/17/25 and 1/7/26– Select Board Meetings
  - Motion by Sharon Fortune to approve the minutes as written. Caroline DeVore seconded the motion
  - Vote: Motion passed unanimously.
- ❖ **Review additions or deletions to today's agenda**
  - No additions or deletions were requested
- ❖ **Conflict of Interest review for agenda item**
  - No conflicts of interest were reported

**1. SPECIAL TOPICS**

- a. **DISCUSSION:** NE Wilderness; finalization of SB questions for legal counsel regarding Eagle Ledge Tr access restrictions.
  - Sophie Ehrhardt joined to discuss legal clarification around travel restrictions over a town right-of-way by private landowners.
  - Board agreed to finalize and submit a list of questions to NE Wilderness legal counsel for review.
  - Sophie confirmed Northeast Wilderness would cover legal costs.

**TOWN OF ELMORE, VT**  
**Select Board Meeting**

**Meeting Minutes – prepared by G. Schwartz**  
**Status: Draft**

**Meeting Date: January 14, 2026      Start Time: 6:05 pm      Adjourn 7:36 pm**

**Selectboard Members Present:**

- Caroline DeVore (Chair)
- Glenn Schwartz (Clerk)
- Sharon Fortune

**Meeting Attendees: See attached attendance sheets**

**Meeting Recording**

[https://us06web.zoom.us/rec/share/kPRpLfkzQKsNp-F6UXv20tI2dfFZgkPHhWd-wH-ETfJPiRBiXGhxVrT6kdy68khh.F9UQeTu\\_2rz6KTBF?startTime=1768431595000](https://us06web.zoom.us/rec/share/kPRpLfkzQKsNp-F6UXv20tI2dfFZgkPHhWd-wH-ETfJPiRBiXGhxVrT6kdy68khh.F9UQeTu_2rz6KTBF?startTime=1768431595000)

Passcode: **Batw8Q.W**

**Recording will be available for a minimum of 30 days from the meeting date.**

- 
- ❖ **Call To Order:** Caroline DeVore
  - ❖ **Review/approve previous meeting's minutes –**
    - The Board reviewed minutes from the 12/9/25, 12/10/25, 12/11/25, 12/17/25 and 1/7/26– Select Board Meetings
    - Motion by Sharon Fortune to approve the minutes as written. Caroline DeVore seconded the motion
    - Vote: Motion passed unanimously.
  - ❖ **Review additions or deletions to today's agenda**
    - No additions or deletions were requested
  - ❖ **Conflict of Interest review for agenda item**
    - No conflicts of interest were reported

**1. SPECIAL TOPICS**

- a. **DISCUSSION:** NE Wilderness; finalization of SB questions for legal counsel regarding Eagle Ledge Tr access restrictions.
  - Sophie Ehrhardt joined to discuss legal clarification around travel restrictions over a town right-of-way by private landowners.
  - Board agreed to finalize and submit a list of questions to NE Wilderness legal counsel for review.
  - Sophie confirmed Northeast Wilderness would cover legal costs.

**TOWN OF ELMORE, VT**  
**Select Board Meeting**

- b. **UPDATE:** Health Officer – Open Position beginning March. Review job description and recruitment plan.
- Current Health Officer resigning effective March 2026.
  - Marje Kelso is considering the role and conducting further research.
  - Position is posted; open to additional candidates.
  - Will be on February agenda for potential appointment.
- c. **DISCUSSION: EXTENDED SESSION:** Preparation for Town Meeting on March 3, 2026 including budget prep, meeting warning prep, submission of reports, open positions (elected and appointed), EMS report to Town, etc.
- Individual Reports are due for the Town Report ASAP. Sharon Draper to send to the printer by the end of next week.
  - EMS Advisory Board narrative report requested from Morristown for inclusion.
  - Caroline will draft and post a blog/article explaining elected positions and responsibilities.
  - Reports to include elected positions (e.g., Selectboard, Lister, Constable), appointments post-Town Meeting, and procedures for re-nomination by Planning Commission and DRB.
  - Town Report distribution will include post office and store copies; lunch and babysitting details for Town Meeting Day will be printed.
  - Noted: Town Meeting coincides with a state election; polls open accordingly.
- d. **UPDATE:** 2025/26 Budget review through Fiscal Q2; July 1 to December 31 2025
- Treasurer presented financials; expenditures aligned with targets.
  - Revenues and expenses separated for clarity.
  - Discussion on invoice process for appropriations—town may require formal invoices to issue payments.
  - Clarified garage loan payment schedule: principal paid annually in first half; interest semi-annually.
  - Extensive discussion on milfoil program history
  - 2025/26 Budget attached

**TOWN OF ELMORE, VT**  
**Select Board Meeting**

**e. DISCUSSION | APPOINTMENT: Advisory Board for Capital Equipment Planning; 15+ year outlook**

- The SB seeks to seat a board of 4 advisors + 1 SB member to work with the Road Commissioner on a forecast of capital equipment requirements and funding/reserve offsets. Reference analysis conducted in 2025 and connect to recommended increases in equipment reserve accounts.
- Advisory Board for Capital Equipment Planning Description attached.
- C. DeVore requested that anyone with interest in joining this Board send a resume to her via email.
- Target date for a report would be the end of 2026.

**f. DISCUSSION: SB Intern position | Appointed volunteer**

- After a short discussion it was decided to place this item on hold

**g. DISCUSSION: SB meeting frequency | Impact of 2x/monthly meetings**

- After discussion it was decided that a second meeting per month would be on an as needed basis
- A decision will be made at the regularly scheduled monthly meeting, if a second meeting will be required
- If a second meeting is to take place, all efforts will be made to make sure the meeting is warned in as many places as possible.

**2. ACTIVE ITEMS**

**a. UPDATE: Morrisville EMS support and EMS Advisory Board status; George Kress**

- George Kress thanked the and EMS Advisory Board for the work done to date and asked them if they would like to be a part of the working group that includes Elmore and Morrisville EMS.

**b. UPDATE: Estimates for ramp and stair replacement Town Hall**

- Trevor Braun stated that a couple of local contractors are interested in the ramp and stair replacement.
- A ramp will not be required at the back stairs
- Trevor to look into possible grants to help pay for this project.

**TOWN OF ELMORE, VT**  
**Select Board Meeting**

- c. **UPDATE:** Water Board; advise SB on whether new position is funded and at what level; search update
  - A candidate with relevant experience has expressed willingness to serve.
  - Forwarded information being reviewed.
  
- 3. **CONTINUING ACTIVE ITEMS** (Update status by primary owner)
  - a. **UPDATE:** Community Communication
    - i. Include any updates on blogs or general communication.
      - Blog post to be written by Chair to clarify elected/appointed positions and Town Meeting logistics.
  
  - b. **UPDATE:** Road Commissioner's Report
    - See attached Report
  
  - c. **UPDATE:** Zoning Administrator's Report
    - See attached Report
  
- 4. **PUBLIC COMMENTS** (Speakers may comment for up to 2 minutes. Total agenda time of 10 minutes unless Chair contacted in advance.)
  - No public Comments were made
  
- 5. **NON-AGENDA/OTHER ITEMS** (Time Available and As Needed)
  - a. Routine Administrative, operations items and payment approvals.
    - The Check Warrant Reports were reviewed and approved at this meeting

**Next meeting: 2/11/26 @ 6:00pm. Requests to be on the agenda should be received by the Chair by the last Friday of the preceding month.**

Minutes Respectfully Created and Submitted by:

*Glenn Schwartz*

1/17/26

Town Of Elmore  
Meeting Attendance Record

ENTER MEETING DATE: 1/14/26

ENTER MEETING NAME: Select Board Meeting

CHECK ALL THAT APPLY  
REASON FOR ATTENDING

Reason for Attendance

YOUR NAME (printed)	Observer	Interested Party	Principal Party	Expert or Consultant	WHY ARE YOU ATTENDING?
Glenn Schwartz			✓		SB Member
<del>Korinne Thorne</del>		X			
MARK BREWER	✓				
Sharon Fortune			✓		SB Member
Kevin Shearer	✓				Interested
Cheryl Schwartz	✓				
Stephen Nothing		✓			
Caroline Pelletier			✓		SB Member
Dawn + George Kneen	✓				
Michel Lyasse			✓		R.C.
Marie Lyse		X			
Sharon					
Paul Cote	✓	✓			
Don Valentine	✓				

Town Of Elmore  
Meeting Attendance Record

ENTER MEETING DATE:	11/14/12
ENTER MEETING NAME:	Select Board Meeting

CHECK ALL THAT APPLY
REASON FOR ATTENDING

Reason for Attendance

YOUR NAME (printed)	Observer	Interested Party	Principal Party	Expert or Consultant	WHY ARE YOU ATTENDING?
Brian Evans - Manager					Zoom
Charley Burnham					"
Dave Costa					"
Marge Kelso					"
Nancy Davis					"
Sophie Ehrhardt					"
Susan Zukswert					"
Tim Linden Meyer					"
Tina Costa					"
Trevor Braun					"
Sarah Dunn					"
Phil Phelps					"
Ben Picard Katscher					"

## **Town of Elmore – Health Officer Position Opening**

The Town of Elmore is seeking a dedicated individual to serve as its **Town Health Officer**, an important local role that helps ensure the health and safety of our community. Position is part-time volunteer with stipend.

Contact Sandra Lacasse: [slacasse@elmorevt.org](mailto:slacasse@elmorevt.org) for more information.

### **About the Role:**

The Town Health Officer is appointed by the Vermont Department of Health, in consultation with the Selectboard, for a three-year term. This individual is responsible for investigating public health hazards and risks within the town and taking action to mitigate them, in coordination with state and local officials.

### **Typical Responsibilities Include:**

- Responding to complaints about public health concerns (e.g., unsafe housing, septic issues, animal bites).
- Investigating and documenting dog bite incidents and ensuring follow-up with involved parties and health care providers.
- Coordinating with the VT Department of Health, the Town Clerk, and local officials on health-related matters.
- Issuing and enforcing health orders when necessary (with Selectboard support).
- Keeping clear records and submitting required reports to the State.

### **Qualifications:**

- Strong communication and interpersonal skills.
- Ability to document and follow procedures objectively and professionally.
- Comfort navigating sensitive situations and working with residents.
- No formal health or medical background is required, but experience in public service, emergency response, or related fields is helpful.
- Must reside in or near Elmore and be available to respond to health complaints in a timely manner.

### **Time Commitment & Support:**

This is a part-time, as-needed volunteer with stipend position, averaging a few hours per month. Training and resources are provided by the VT Department of Health; the Selectboard can help support complex cases.

### **Learn More:**

For a full outline of the legal authority and duties of local Health Officers in Vermont, see:

- **Vermont Statutes Online – Title 18, Chapter 11: Local Health Officers**  
<https://legislature.vermont.gov/statutes/chapter/18/011>
- **Vermont Department of Health – Local Health Officer Information**  
<https://www.healthvermont.gov/environment/rules/local-health-officers>

### **To Apply or Ask Questions:**

Contact the Elmore Town Clerk, Sandra Lacasse: [slacasse@elmorevt.org](mailto:slacasse@elmorevt.org) or send a letter of interest to the Elmore Selectboard. The current Health Officer is available to assist with the transition.

## Discussion Item: Selectboard Meeting Structure – 2x Monthly Schedule

### Proposal:

The Elmore Selectboard will discuss adoption of a **twice-monthly meeting schedule**, beginning February 2026, with meetings held on the **2nd and 4th Wednesdays of each month at 6:00 PM**, each with an expected duration of **no more than 60 minutes**.

### Meeting Schedule & Focus:

- **2nd Wednesday – Regular Town Business**
  - Department reports:
    - Road Commissioner & Zoning Administrator
    - Listers (as needed)
    - Fire Dept (as needed)
  - Community communications, LCPC meetings, training/education
  - Ongoing board action items and general town business
  - Routine administrative, payments and updates
- **4th Wednesday – Planning, Oversight, and Appointments**
  - Advisory Board updates (e.g., EMS, Capital Equipment, etc.)
  - Quarterly Budget Reports, Annual Budget Meetings, Annual Tax Review Meeting (setting tax rate)
  - Appointments:
    - Town board/committee seats
    - Employee updates (e.g., salary reviews, benefits discussion)
  - Mid- and long-term planning topics, special projects and policy work

### Meeting Management & Transparency:

- Agendas will be designed to match the focus of each meeting and to keep discussions efficient and manageable.
- The Selectboard may **defer or continue topics** between meetings when appropriate.
- When possible, agendas for both monthly meetings will be **posted at the start of the month** to help the public track issues and participation opportunities.
- All meetings will continue to be **warned and conducted under Vermont's Open Meeting Law**.

### Benefits:

- Keeps individual meetings shorter and focused.
- Provides a reliable structure for recurring reports and special topics.
- Enhances communication and coordination with advisory boards and departments.

## **Call for Members: Elmore Capital Equipment Advisory Board**

The Elmore Selectboard is establishing a **Capital Equipment Advisory Board** and is seeking four community members to serve on this new committee. This group will help shape the future of Elmore's investment in essential town vehicles and equipment.

### **Purpose of the Board:**

The Capital Equipment Advisory Board will support the Selectboard, Road Commissioner, and Treasurer in evaluating and planning for the long-term needs of Elmore's public works infrastructure. This includes:

- Reviewing current equipment and vehicles.
- Assessing useful life, replacement timelines, and projected costs.
- Exploring funding strategies, including potential partnerships with other municipalities.
- Delivering a long-term capital investment plan aligned with town priorities and resources.

### **Timeline & Commitment:**

- The board will be seated by February 1, 2026.
- Its first task is to define the initial problem scope to present at Town Meeting in March.
- Throughout 2026, the board will meet regularly to research, analyze, and draft a Capital Equipment Investment Plan for future implementation.
- Meetings will be scheduled as needed (approx. 6-8 times per year or more during active planning phases) and will follow Vermont's Open Meeting Law.

### **Who We're Looking For:**

We're seeking Elmore residents with interest or experience in municipal infrastructure, equipment operations, budgeting, planning, or regional collaboration. No specific technical background is required, just a willingness to engage thoughtfully and work collaboratively.

### **How to Apply:**

If you're interested in serving, please contact Caroline DeVore ([cdevore@elmorevt.org](mailto:cdevore@elmorevt.org)) or attend an upcoming Selectboard meeting. The board aims to appoint members in January, with final appointments made at the Selectboard's discretion to ensure a balanced and effective working group.

**TOWN OF ELMORE**

**BALANCE SHEET**

As of December 31, 2025 - second quarter

ASSETS		December
<b>CASH</b>		
UNION BANK CHECKING	\$	72,767.24
CERT OF DEPOSIT ICS Acct	\$	850,888.39
<b>TAXES RECEIVABLE</b>		
CURRENT	\$	1,799,699.69
DELINQUENT	\$	24,822.74
RESERVE ACCOUNTS	\$	(824,727.24)
<b>TOTAL ASSETS</b>	\$	<b>1,923,450.82</b>
<b>LIABILITIES</b>		
Federal Deposit W/H	\$	5,594.56
State Deposit W/H	\$	2,102.21
Vmers W/H retire.	\$	4,633.87
Deferred Comp.	\$	560.00
DUE TO TAX PAYERS	\$	711.93
<b>TOTAL LIABILITIES</b>	\$	<b>13,602.57</b>
FUND BALANCE GEN. OPERATING	\$	<b>210,868.67</b>

RESERVE & ACCOUNT BALANCES		
HIGHWAY	\$	617,573.06
REAPPRAISAL	\$	14,068.87
RECORDS RESTORATION	\$	21,787.94
EQUIPMENT RESERVE HWY	\$	55,000.00
EQUIPMENT RESERVE FIRE DEPT	\$	54,000.00
UTILITY/WATER SYSTEM	\$	62,297.37
<b>TOTAL RESERVE FUND BALANCE</b>	\$	<b>824,727.24</b>

LONG TERM DEBT		
ELMORE WATER SYSTEM LOAN	\$	191,136.23
FIRE TRUCK LOAN	\$	71,081.27
BOND LOAN TOWN GARAGE	\$	2,164,680.00
<b>TOTAL LIABILITY</b>	\$	<b>2,426,897.50</b>

# Revenue

Account	Budget	Actual	% of Budget
<b>REVENUE GENERAL</b>			
Property Taxes	424,464.29	1,890,546.39	445.40%
Interest Late Taxes	5,000.00	2,570.88	51.42%
Delinquent Tax Penalty	8,000.00	1,643.24	20.54%
Hold Harmless CU	68,000.00	76,547.00	112.57%
PILOT	3,150.00	3,362.00	106.73%
State Land - PILOT	16,500.00	16,658.15	100.96%
Equalization Payment	650.00	0.00	0.00%
CU Withdraw Penalty	0.00	2,015.00	100.00%
Building Permits	8,000.00	12,192.50	152.41%
Dog Licenses	500.00	44.00	8.80%
Traffic Fines	1,500.00	917.70	61.18%
Excess Weight Permits	300.00	25.00	8.33%
Copier Fees	600.00	888.00	148.00%
Marriage License	0.00	170.00	100.00%
Recording Fees	7,000.00	6,057.00	86.53%
Invest interest	20,000.00	16,971.99	84.86%
Elmore 5K Run	0.00	4,316.08	100.00%
Local Option Tax	6,500.00	2,951.56	45.41%
Econ. Impact Act 27 Flood	0.00	20,000.00	100.00%
Misc. Revenue/Expenses	0.00	767.12	100.00%
Prior year surplus	30,000.00	30,000.00	100.00%
<b>Total REVENUE GENERAL</b>	<b>600,164.29</b>	<b>2,088,643.61</b>	<b>348.01%</b>
<b>Total Revenues</b>	<b>600,164.29</b>	<b>2,088,643.61</b>	<b>348.01%</b>
<b>Total General Operating</b>	<b>600,164.29</b>	<b>2,088,643.61</b>	
<b>REVENUE HIGHWAY</b>			
Property Taxes	520,663.40	520,663.00	100.00%
State Aid	59,536.60	29,768.34	50.00%
Highway Grants	0.00	9,500.00	100.00%
FEMA July 2024 Flood	0.00	273,845.63	100.00%
<b>Total REVENUE HIGHWAY</b>	<b>580,200.00</b>	<b>833,776.97</b>	<b>143.71%</b>
<b>Total Revenues</b>	<b>580,200.00</b>	<b>833,776.97</b>	<b>143.71%</b>
<b>Total Highway Account</b>	<b>580,200.00</b>	<b>833,776.97</b>	
<b>Total All Funds</b>	<b>1,180,364.29</b>	<b>2,922,420.58</b>	

01/09/26  
10:58 am

Town of Elmore General Ledger  
Current Yr Pd: 7 - Budget Status Report  
General Operating

Page 1 of 5  
owner

**Expense**  
Budget

Account Actual  
Actual % of Budget

-----  
**ADMINISTRATION**

**PAYROLL & BENEFITS**

Town Clerk Salary	28,000.00	15,076.88	53.85%
Town Treasurer Salary	12,000.00	5,670.00	47.25%
Selectboard Salary	3,000.00	3,000.00	100.00%
Lister Salary	15,000.00	10,076.00	67.17%
Delinq. Tax Col. Fee	2,000.00	0.00	0.00%
Pc/drb/aud.stipend	4,600.00	4,600.00	100.00%
Zoning Administrator	20,000.00	18,590.02	92.95%
Animal Control Officer	500.00	200.00	40.00%
Outside Services	7,500.00	2,930.00	39.07%
Lake Access Greeter	0.00	-3,959.50	100.00%
Employee Health Ins.	6,500.00	3,126.70	48.10%
Employee Fica/Medi/CCC/Re	8,500.00	4,608.80	54.22%
CCC Tax	0.00	608.97	100.00%
Unemployment Ins.	850.00	471.00	55.41%
Education	500.00	0.00	0.00%

**Total PAYROLL & BENEFITS** 108,950.00 64,998.87 59.66%

-----  
**OFFICE OPERATIONS**

Computer	13,000.00	5,210.05	40.08%
Copier	700.00	566.83	80.98%
Digital Records Support	1,920.00	985.00	51.30%
Telephone	750.00	362.00	48.27%
Postage	2,000.00	969.18	48.46%
Office Supplies/ Expense	2,500.00	2,059.27	82.37%
Tax Maps/GIS Maps	3,000.00	3,000.00	100.00%
Heat, Light, Power	3,500.00	964.10	27.55%
Village Lights	2,000.00	1,008.02	50.40%

**Total OFFICE OPERATIONS** 29,370.00 15,124.45 51.50%

-----  
**BUILDINGS & GROUNDS**

Building/prop. Maint.	12,000.00	11,020.97	91.84%
Insurance Bldgs/liab/WC	9,000.00	1,640.63	18.23%

**Total BUILDINGS & GROUNDS** 21,000.00 12,661.60 60.29%

-----  
**PUBLIC SAFETY**

Lamoille Sheriff Dispatc	29,771.00	14,885.50	50.00%
Lamoille Sheriff Traffic	18,524.00	9,262.00	50.00%
Morristown Rescue Squad	30,500.00	39,500.00	129.51%
Elmore Fire Dept./fast Sq	49,200.00	24,600.00	50.00%
Municipal Water Sys Fee	9,000.00	9,000.00	100.00%

**Total PUBLIC SAFETY** 136,995.00 97,247.50 70.99%

-----  
**FIRE DEPT EXPENCE**

Fire Equip & W/C Ins.	7,500.00	1,889.54	25.19%
-----------------------	----------	----------	--------

01/09/26  
10:58 am

Town of Elmore General Ledger  
Current Yr Pd: 7 - Budget Status Report  
General Operating

Page 2 of 5  
owner

Account

**Expense**

	Budget	Actual	% of Budget
Fire Dept. Reserve Fund	9,000.00	9,000.00	100.00%
<b>Total FIRE DEPT EXPENCE</b>	<b>16,500.00</b>	<b>10,889.54</b>	<b>66.00%</b>
<b>GENERAL EXPENSES</b>			
Election Expense	500.00	0.00	0.00%
Legal Expenses	8,000.00	1,709.70	21.37%
Elmore Cemetary	4,500.00	4,500.00	100.00%
County Tax	22,431.00	22,431.00	100.00%
Fire Dept/Store Fire Work	2,500.00	3,000.00	120.00%
Notices/advertise	3,000.00	1,204.00	40.13%
Town Report	1,500.00	0.00	0.00%
VLCT Dues	2,387.00	2,387.00	100.00%
LCPC Dues	1,500.00	879.69	58.65%
Morristown Public Library	3,000.00	0.00	0.00%
Milfoil Control	15,000.00	15,000.00	100.00%
Animal control/Kennel	200.00	0.00	0.00%
Green Up Day Expense	2,000.00	0.00	0.00%
Zoning & Lister Exp/miles	200.00	138.00	69.00%
<b>Total GENERAL EXPENSES</b>	<b>66,718.00</b>	<b>51,249.39</b>	<b>76.81%</b>
<b>DEBT SERVICE</b>			
Loan Fire Truck	29,405.14	14,702.56	50.00%
Garage Construction Loan	77,310.00	77,310.00	100.00%
Loan Interest Fire Truck	1,700.75	850.38	50.00%
Interest Bond Loan Garage	83,722.87	42,480.27	50.74%
<b>Total DEBT SERVICE</b>	<b>192,138.76</b>	<b>135,343.21</b>	<b>70.44%</b>
<b>Total ADMINISTRATION</b>	<b>571,671.76</b>	<b>387,514.56</b>	<b>67.79%</b>
<b>APPROPRIATIONS</b>			
American Red Cross	250.00	0.00	0.00%
Central Vt Adult Educatio	300.00	300.00	100.00%
Ctrl VT Council Aging/RSV	850.00	0.00	0.00%
Clarina Howard Nichols Ct	400.00	0.00	0.00%
Lamoille Comm. Food Share	750.00	0.00	0.00%
Lamoille Restorative Cent	250.00	0.00	0.00%
Lamoille County Mental He	500.00	0.00	0.00%
Lamoille Economic Devel.	250.00	0.00	0.00%
Lamoille Family Center	600.00	600.00	100.00%
Lamoille Home Health Hosp	2,658.00	0.00	0.00%
Lamoille Housing Partners	150.00	0.00	0.00%
Meals On Wheels	500.00	0.00	0.00%
Rural Community Transport	250.00	0.00	0.00%
Lamoille Cty Special Inv	250.00	250.00	100.00%
Elmore Community Trust	1,000.00	0.00	0.00%
Vermont Family Network	250.00	0.00	0.00%

01/09/26  
10:58 am

Town of Elmore General Ledger  
Current Yr Pd: 7 - Budget Status Report  
General Operating

Page 3 of 5  
owner

Account	<b>Expense</b> Budget	Actual	% of Budget
River Arts	1,000.00	1,000.00	100.00%
Salvation Farms	500.00	0.00	0.00%
<b>Total APPROPRIATIONS</b>	<b>10,708.00</b>	<b>2,150.00</b>	<b>20.08%</b>
<b>Total Expenditures</b>	<b>582,379.76</b>	<b>389,664.56</b>	<b>66.91%</b>
<b>Total General Operating</b>	<b>-582,379.76</b>	<b>-389,664.56</b>	

01/09/26  
10:58 am

Town of Elmore General Ledger  
Current Yr Pd: 7 - Budget Status Report  
Highway Account

Page 4 of 5  
owner

**EXPENSE**

Account	Budget	Actual	Actual % of Budget
<b>PAYROLL &amp; BENEFITS</b>			
Crew #1	75,000.00	39,462.41	52.62%
Crew #2	62,000.00	31,352.29	50.57%
Other Labor	15,000.00	12,006.25	80.04%
Education & Training	500.00	0.00	0.00%
Road Comm.	3,600.00	1,800.00	50.00%
Health Ins	52,000.00	22,733.72	43.72%
W/h Taxes	12,500.00	6,376.00	51.01%
Retirement	8,000.00	4,175.34	52.19%
W/c Ins.	10,500.00	4,722.74	44.98%
Uniforms	5,500.00	2,800.11	50.91%
<b>Total PAYROLL &amp; BENEFITS</b>	<b>244,600.00</b>	<b>125,428.86</b>	<b>51.28%</b>
<b>TOWN GARAGE</b>			
Shop Maint/repair	8,000.00	4,214.78	52.68%
Phone/communication	1,600.00	814.71	50.92%
Garage Heat/light/power	8,000.00	79.50	0.99%
<b>Total TOWN GARAGE</b>	<b>17,600.00</b>	<b>5,108.99</b>	<b>29.03%</b>
<b>ROAD MAINTAINANCE</b>			
Roadside Mowing	9,000.00	5,760.00	64.00%
Equip Rent	20,000.00	22,113.94	110.57%
Wrecker	1,500.00	0.00	0.00%
Sand	28,000.00	19,530.00	69.75%
Gravel/Plant Mix/Stay Mat	55,000.00	20,041.80	36.44%
Chloride	20,000.00	16,778.40	83.89%
Riprap/stone/fabric	12,000.00	10,022.50	83.52%
Culverts	10,000.00	21,754.10	217.54%
Road Signs/rails	2,500.00	383.40	15.34%
Misc. Materials	2,000.00	2,929.48	146.47%
<b>Total ROAD MAINTAINANCE</b>	<b>160,000.00</b>	<b>119,313.62</b>	<b>74.57%</b>
<b>EQUIP MAINT &amp; PURCHASE</b>			
Shop Supplies/parts	12,000.00	7,554.51	62.95%
Trk #1 2019 Inter	12,000.00	65.74	0.55%
Trk #2 13 frtliner	5,000.00	4,153.28	83.07%
Trk #3 2014 Dodge Ram 550	5,000.00	20.88	0.42%
Grader	7,000.00	40.26	0.58%
Backhoe	4,000.00	794.46	19.86%
Loader	4,000.00	1,159.45	28.99%
Trk #4 2025 Western	5,000.00	5,234.50	104.69%
Misc. Equip. Maint & Purc	2,000.00	785.97	39.30%
<b>Total EQUIP MAINT &amp; PURCHAS</b>	<b>56,000.00</b>	<b>19,809.05</b>	<b>35.37%</b>
<b>GENERAL EXPENSES</b>			
Equip/Liab/BLdg. Ins.	10,000.00	2,086.30	20.86%

01/09/26  
10:58 am

Town of Elmore General Ledger  
Current Yr Pd: 7 - Budget Status Report  
Highway Account

**Expense**

Account	Budget	Actual	% of Budget
Water Quality Permits	2,000.00	164.80	8.24%
Fuel, Gasoline	35,000.00	8,825.57	25.22%
<b>Total GENERAL EXPENSES</b>	<b>47,000.00</b>	<b>11,076.67</b>	<b>23.57%</b>
Equip. Reserve	55,000.00	55,000.00	100.00%
<b>Total Expenditures</b>	<b>580,200.00</b>	<b>335,737.19</b>	<b>57.87%</b>
<b>Total Highway Account</b>	<b>-580,200.00</b>	<b>-335,737.19</b>	
<b>Total All Funds</b>	<b>-1,162,579.76</b>	<b>-725,401.75</b>	

# Road Commissioner Report

## January 14, 2026

This report covers December 11 thru January 14, 2026.

### Work to Date:

1. High winds - December 19-22. Trees down in several areas in town. Winds clocked at 63 mph at the airport, 106 on Mt Mansfield.
2. Freezing rain 3 events Dec 18,29 Jan 9,10 lots of tree damage, Hardwood flats area hit really hard.
3. A lot of plowing, most times only several inches.

### Equipment:

1. Snow wing installed on grader today and put to use.
2. Truck #2 old blue is out of service.

### Upcoming:

1. Putting Earl gray culvert project together for this summer.FEMA
2. Writing an RFP for mowing the lawns the town owns for this spring.
3. Grant applications will be starting to come in.

Michel Lacasse  
Road Commissioner

# **ELMORE ZONING ADMINISTRATOR REPORT**

This report covers December 1 thru December 31, 2025.

## **December Project Activity:**

Prepare and submit monthly U.S. Census Bureau report.

WEB Site maintenance.

EMS meeting participation.

Process Zoning applications

Work on old Town Garage rehab plan and zoning application.

## **Tasks included:**

- 15 days in the office
- 5 - Continued processing current pending applications
- 16 - Office conferences and correspondence with landowners, surveyors, brokers, attorneys and engineers
- 2 - Phone inquiries
- 6 - Site visits & application follow-up
- 7 - Application consultation & assistance
- 0 - Shoreland activities, State Reports, LakeWise, Tree cutting
- 5 - Land Record & Permit history research
- 3 - Planning Commission support, Bylaw studies, review & Meeting
- 5 - Selectboard meeting, follow up & report prep
- 2 - NOAV (Notice of alleged violation) research, correspondence & consults
- 0 - Forms update – (Interested Persons, Cert of Compliance, Fees)
- 1 - E-911 assistance
- 6 - Private Road research & conf
- 16 - DRB Agenda, Warnings, prep, Hearings, Draft Findings & Decisions
- 1 - Listers assistance & Conf
- 0 - VLCT training & Professional inquiries, Research Statutes
- 1 - Forest Land, large parcel & abandoned buildings research
- 3 - Highway Dept, Driveway and Curb Cut assistance, policy research
- 5 - Office Admin, Zoning Index support, web site support, printer
- 0 - Front Porch Forum articles
- 4 - EMS: research, conf & meetings

