

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

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

**Meeting Date: November 5, 2025**

**Start Time: 6:01 pm    Adjourn 7:35 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/wG5MrND2SZ0vWbjWnYdCOIPgKXTztzGLBEH59fPfI9hn2RoGVQ2jJ3GVMYzwdYgF.sSflWxb6wl1htqqU?startTime=1762383559000>

Passcode: 9gp.A&8d

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

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- ❖ **Call To Order:** Caroline DeVore
- ❖ **Review/approve previous meeting's minutes –**
  - The Board reviewed minutes from the October 8, 2025– Select Board Meeting
  - **Motion** by Sharon Fortune to approve the minutes from the October 8, 2025 meeting.
  - **Amendment** proposed by Caroline to clarify that the town uses a “cash-based accounting system.”
  - **Modified Motion** by Sharon Fortune to approve with the amendment. C. Devore seconded the motion
  - Vote: Motion passed unanimously.
- ❖ **Review additions or deletions to today's agenda**  
**Addition:** None
- ❖ **Conflict of Interest review for agenda item**  
No conflicts of interest were reported

# TOWN OF ELMORE, VT

## Select Board Meeting

### 1. SPECIAL TOPICS

#### a. UPDATE: PA Rowing Team use of Town Property for boat storage/setup

**Notes:** Riley Vulk and student members of the rowing club, along with Coach Dan Brooks, presented a detailed history of the rowing club's formation and its usage of Lake Elmore for early morning practices.

**Key Points:**

- Originated with one student at Craftsbury and expanded to a club drawing from several area schools.
- Students practice at 5:30 AM and have built racks for boats with assistance from the Road Commissioner.
- The team seeks the town's support for spring 2026 for boat storage and a floating dock

**Discussion Highlights:**

- Selectboard members were broadly supportive.
- A detailed proposal/plan is requested including:
  - Number and type of boats
  - Storage structure details
  - Insurance arrangements
  - The group was asked by the ESB to meet with The Elmore Fire Chief Andy Jones and the Elmore Road Commissioner Michel LaCasse to help develop their plan.
  - The group was again reminded that insurance would be required.
  - The group was encouraged to write a blog for the town site and submit photos

#### b. DISCUSSION: Petition: Set dates for (a) Warning of Petition, (b) Informational Meeting Date, (c) Voting Date

**Notes:** The following Proposed dates were discussed;

- Warning 12/3/25
- Information meeting 12/9/25 6:00pm @ Town Hall
- Vote Monday, 1/5/26 at 6:00 pm Town Hall

The petitioners expressed concern with the vote date of Monday, 1/5/26 so the ESB will go back and check with Sharon Draper. After hearing from Sharon, the ESB may evaluate the possibility of another day that week. The Vote meeting will not require zoom as no discussion will take place and there will just be a vote by registered voters in the Town of Elmore. Volunteers will be required to help setup and remove the chairs at Town Hall for all meetings.

**Actions:**

- Selectboard will confirm date windows with the Town Clerk.
- A special meeting will be called to finalize the vote date once the legal window is clarified

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c. **UPDATE:** LCPC regional land use maps and housing targets.,

**Notes:** Tasha Wallis presented the attached map and color definitions. The following items were discussed

- LCPC is required by the State to update the attached plan with categories for future land use
- LCPC needs to comply with the required legislation under Act 250
- The maps have more meaning to larger Towns and not as much in our rural Town
- Since the map is for planning purposes only and not for regulatory use the ESB decided to accept the plan for informational purposes only

**2. ACTIVE ITEMS**

a. **UPDATE:** Eagle Ledge Trail – Discuss Town and landowner ability to close off a portion of a trail. (See section 304 (a)(5) on page 4 of the attached 19 V.S.A., Chapter 003 "Town Highways.")

**Notes:** The Elmore Highway Department gave Sophie Ehrhardt from E.L.T the signs that were previously discussed, for her to install. No further action is required.

b. **UPDATE/DISCUSSION:** Morrisville EMS support and EMS Advisory Board status;

**Notes:** George Kress reported the following;

- The EMS advisory committee held its third meeting on October 28th at 6:00pm. All committee members were present.
- They discussed their requests for data on EMS calls to Elmore from the VT State Emergency Management System, SIREN data administration and from Morristown. The data is forthcoming.
- Further, the advisory committee discussed various metrics that might be useful in valuing the benefit of EMS provided to Elmore. They developed a series of pricing scenarios for consideration. They will refine the scenarios using the forthcoming data from SIREN and Morristown.
- The advisor committee's next meeting is scheduled for December 9, 2025, at 6:00pm.

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**c. UPDATE:** Demolition/Removal of former Town garage

**Notes:** M. LaCasse reported that the road crew has been cleaning out the building and have removed a load of metal and a 30-cy load of misc. materials. The demolition crew went to Alabama but are returning shortly. M. LaCasse to check on their schedule.

**d. UPDATE:** Installation of speed limit warning signs

**Notes:** M. LaCasse reported that he is making progress. The white signs were sent back and replaced with yellow as per the States request. There are three more steps that need to be completed to install the signs. They are as follows;

- Underground utilities must be located by the state (similar to dig safe)
- A preconstruction meeting must be held
- A post construction meeting to be held

**e. UPDATE/APPOINTMENT:** Water system liaison

**Notes:** Nancy Davis reported that she wrote a revised position description. The description will be brought to the next Select Board Meeting and added to December agenda.

**f. UPDATE:** Training on COI and OML.

**Notes:** Sharon Fortune reported that there was nothing new to report

**3. CONTINUING ACTIVE ITEMS (Update status by primary owner)**

**a. UPDATE:** Community Communication (DeVore 5 min)

- i. Include any updates on blogs or general communication. (New blog post re: accounting systems)

**Notes:**

- Caroline DeVore reported on new blog post regarding cash-based vs accrual-based accounting systems. Emphasis was on transparency and public understanding. Positive feedback from public has been received.
- S. Fortune is to write a blog on the 3 vs 5 Select Board process

**b. UPDATE:** Road Commissioner's Report

**Notes:** See attached Road Commissioner's Report

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**c. UPDATE: Zoning Administrator's Report**

**Notes:** The attached printed Zoning Administrator's Report was distributed, no verbal update as zoning administrator was not in attendance.

**4. PUBLIC COMMENTS**

**Notes: Questions were asked at the meeting. Answers provided were after the meeting**

1. **Question** Shorty Towne asked if the old garage building is insured and what the cost of insurance is per year

**Answer** The Old Town Garage is insured but only at \$25,000 since it is not occupied. Cost of insurance is \$65.26 per year. All Town property is covered under our general liability. The cost of this insurance for this structure is at no additional cost.

2. **Question** Nancy Davis requested that the word must in the following statement that appears at the end of the agenda be changed to should;  
Requests to be on the agenda must be received by the Chair by the last Friday of the preceding month.

**Answer** The change will be made in all future Agendas

3. **Question** Nancy Davis asked if at least one of the ESB Budget meeting can be in the evening

**Answer** C. DeVore to check with Sharon Draper

4. **Question** Nancy Davis asked if the Warrant Report is a public document

**Answer** The Warrant reports are public information. Sharon suggested that if anyone would like to review them, they can make an appointment at the Town office and they will make them available

**5. NON-AGENDA/OTHER ITEMS (Time Available and As Needed)**

- a. Routine Administrative, operations items and payment approvals.

**Notes:** The Check Warrant Reports were reviewed and approved at this meeting

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**6. EXECUTIVE SESSION:** Executive Session was not held

**Next meeting: 12/10/25 @ 6:00pm. Requests to be on the agenda should be received by the Chair by the last Friday of the preceding month.**

Town Of Elmore  
Meeting Attendance Record

ENTER MEETING DATE: 11/5/25

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?
Gleason Schwartz			✓		SB Member
M&M Brewer	✓				
Riley Volk		X			Rowing club
Isabel Senesac		X			Rowing club
Madeline Senesac		X			Rowing club
Choline DeVore			✓		SB Member
<del>Jessamine Jones</del>		X			
Dawn + George Kress	✓				
Sheila Ruff		X			
Wanda Davis		✓			
Leslie					VIA ZOOM
Ken Haggatt					VIA ZOOM
John Kramer					VIA ZOOM
Tom Waldine					VIA ZOOM

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ENTER MEETING DATE: 11/5/25

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?
Michel Lacasse			X		R.C.
Sharon Fortune			X		S.B.
Miles Lane		X			
Charle DiMotta		X			
Magnus Hayden		X			
Julien Ventrice		X			
Dan Brooks		X			
Melissa Senezac		X			
Juliette Volk		X			rowing club
NICOLAS VOLK		X			rowing club
Zach DiMotta		X			rowing club
Shirley					Tax Paymen
Travis Brown	X				LEPC
<del>Travis Brown</del>	X				
Tash Wink		X			LEPC