

TOWN OF ELMORE, VT
Select Board Meeting

Meeting Minutes – prepared by G. Schwartz
Status: Draft

Meeting Date: February 11, 2026 **Start Time:** 6:04 pm **Adjourn** 6:39 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/o3n0ANOXLXqqaMy7v-GB2eGL9YT-fk_gKZW5vdJ_U6Y8fPIJv4b7dd37cgGbpV_Q.MUGxxwifbKd1Op09?startTIme=1770850948000

Passcode: ^8hQPHf7

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 1/13/26 and 1/14/26– 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**
 - An additional item was added to the agenda regarding the Fire Warden position, due to the retirement of Andy Jones from the Fire Department.
- ❖ **Conflict of Interest review for agenda item**
 - No conflicts of interest were reported

1. SPECIAL TOPICS (Note: Topic will be addressed for time noted with follow-up as needed and noted by the SB.)

a. APPOINTMENT: Health Officer – Marge Kelso

Notes: The Board discussed the appointment of Marge Kelso as Health Officer. Michelle Greeson (current Health Officer) will assist with transition through the end of her term in March 2026.

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Marge Kelso is currently out of state but will begin service upon return in early spring. February will serve as a transition month.

Motion: Glenn Schwartz moved to appoint Marge Kelso as Health Officer, effective upon transition from the current officer at the expiration of the term in March 2026.

Second: Sharon Fortune

Vote: Unanimous. Motion carried.

The Board expressed appreciation to Michelle for serving in the role and assisting with transition.

b. UPDATE: Preparation for Town Meeting on March 3, 2026. Discuss any/all outstanding budget, prep, planning

Notes: The Board discussed final preparations for Town Meeting.

- The Town Report will be available in hard copy and online on Wednesday February 18, 2026.
- Reports will be available at the Town Office and the Elmore Store.
- Babysitting services will be available during Town Meeting; residents should contact Faith Boudreau.
- The Fire Department Auxiliary will host a luncheon following Town Meeting.
- The Community Trust has identified a local fiddler to provide music before/after Town Meeting.
- No further outstanding issues were identified.

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

Notes: The Selectboard previously requested volunteers for a Capital Equipment Planning Advisory Board to work with the Road Commissioner on long-term forecasting and reserve planning. Six residents volunteered.

- Mark Cody, Bob Burley, Randy Tomlin, "Shorty" Towne, Steve Nutting and Brian Evans
- The Advisory Board will also include: Road Commissioner Michel Lacasse and one Selectboard member (to be determined)
- The advisory board will elect its own chair at its first meeting. The chair will report back to the Selectboard.
- A kickoff meeting was scheduled for Tuesday, February 17, 2026 @ 6:00 PM Location: Town Office
- Discussion included logistics for communication, including email coordination and accommodation for members without regular internet access.

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Motion: Sharon Fortune moved to appoint the six named residents to the Capital Equipment Planning Advisory Board.

Second: Glenn Schwartz

Vote: Unanimous. Motion carried.

d. DISCUSSION: NE Wilderness; finalization of SB questions for legal counsel regarding Eagle Ledge Tr access restrictions.

Notes:

- The Board had previously forwarded questions to legal counsel regarding access restrictions at Eagle Ledge Trail.
- No legal response had yet been received. Item tabled until further information is available.

2. ACTIVE ITEMS

a. UPDATE: Water Board; board member update

Notes:

- Nancy Davis reported that Jim Pease has joined the Water Board.
- The appointment is to be completed in accordance with the Water Board's charter.
- The Selectboard thanked Nancy and John for their coordination.

b. NOTE: Morrisville-Elmore EMS Advisory Board; If interested, contact George Kress (via Clerk)

Notes:

- The Board discussed formation of a joint advisory committee with Morrisville for EMS services.
- Up to two Elmore representatives are needed.
- The group will assist with oversight and future contract negotiations (for FY 27-28).
- The Board encouraged interested residents to contact George Kress or the Town Clerk (Sandra LaCasse).

3. CONTINUING ACTIVE ITEMS

a. UPDATE: Community Communication

i. Include any updates on blogs or general communication.

Notes:

The Chair referenced ongoing communication efforts, including outreach regarding open town positions and Town Meeting participation.

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b. UPDATE: Road Commissioner's Report

- See attached Report
- Emergency access concerns related to vehicles parked at the end of long driveways.
- Budget tracking is on target for winter operations.
- Staffing remains limited; no weekend driver secured.
- Announcement of a new baby (Silas) born to employee Eddie; congratulations extended.
- The Board discussed potential zoning enforcement and signage options regarding parking.

c. UPDATE: Zoning Administrator's Report

- See attached Report
- Annual Shoreland Protection Act reporting completed and submitted to the State of Vermont.
- No zoning applications received to date in 2026.
- March DRB meeting canceled due to lack of applications.
- Lakeview Lane Property Owners Association formally recorded.
- Town Garage (Old Lakeview Drive site) rehabilitation plan under preparation.
- Shoreland revegetation standards to follow state guidance.
- Stormwater considerations under review.
- Asbestos abatement completed; notification required prior to demolition work.

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

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- The ESB must submit a recommendation to the ANR to replace Andy Jones as the Fire Warden for Elmore. The EFD met and recommended that Trevor Braun take over in that role
- Trevor noted that he was not aware of a form to be submitted but the minutes of this meeting would be sufficient as notification to ANR
- Motion: Sharon Fortune moved to appoint Trevor Braun as the Town's Fire warden
- Second: Caroline DeVore
- Vote: Unanimous. Motion carried.

Next meeting: 3/11/26 @ 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

2/13/26

Town Of Elmore
Meeting Attendance Record

ENTER MEETING DATE:	1/11/26
ENTER MEETING NAME:	Select Board Mtg

YOUR NAME (printed)	CHECK ALL THAT APPLY				Reason for Attendance
	Observer	Interested Party	Principal Party	Expert or Consultant	
Sharon Fortune			<input checked="" type="checkbox"/>		S. Board Member
Heike Rycz		<input checked="" type="checkbox"/>			
Glen Schwartz			<input checked="" type="checkbox"/>		SB Member
Lorraine Tress					
C Burnham					ZA
Trevor Braun	<input checked="" type="checkbox"/>				
Randy Tomlin		<input checked="" type="checkbox"/>			Road Crew Committee
Cheryl Schwartz		<input checked="" type="checkbox"/>			
Nancy Day					
Shelly					
Michel Lachasse					R.C.
Christine Delore			<input checked="" type="checkbox"/>		SB Member
Ben Picard-Kerscher					
Amy Kresloff					
Pete Thigle					
Michelle Greeson					

Town Of Elmore
Meeting Attendance Record

ENTER MEETING DATE:	1/11/26
ENTER MEETING NAME:	Select Board Mtg

Road Commissioner Report
February 11, 2026

Work to Date:

1. Plow and sand. 22 times since our last meeting in January. Sixty plus inches of snow.
2. Using the loader to push back trucks turn around and parking lots.
3. Grader put to use, winging back snow banks.

Equipment:

1. Changing wear parts as necessary. Keeping up with daily maintenance.

Other:

1. Working with Fema on a time extension for Earl Gray road, so work can be completed this summer, not during the winter months.
2. Parking in the roadway, some of the rental units need more of their own or limit how many guests can bring vehicles.

Michel Lacasse
Road Commissioner

ELMORE ZONING ADMINISTRATOR REPORT

This report covers January 1 thru January 31, 2026.

January Project Activity:

1. Prepare and submit monthly U.S. Census Bureau report.
2. WEB Site maintenance.
3. Process Zoning applications
4. Worked remotely for a portion of the month following cataract and retina surgery. Was able to review and respond to emails and phone calls.
5. Submitted Annual Self-Delegated Municipality Reporting of Shoreland Protection activities for 2025.
6. Worked on old Highway Garage rehabilitation plan and application for site plan approval.

Tasks Included:

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

** Permit related activities (Fee supported)

Others – Non-Permit related activities

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JANUARY ZONING APPLICATIONS:

NONE

** Required Notice posting, AND notice to surrounding property owners.

Notice of Alleged Violations (NOAV): First step in resolving zoning issues

SCHOBERLEIN, Eric & Jen	685 Beach RD	Side yard setback issue. Survey completed, actively working with applicant and attorney.
LAKEVIEW LANE PROPERTY OWNERS		Matter resolved satisfactorily.

<u>MONTHLY ZONING APPLICATION FEES***:</u>	2024	2025
July	781.	5,120.00
August	1,210.	2,241.00
September	2,557.	555.00
October	1,938.	1,267.50
November	458.75	2,650.50
December	0	640.00
Total for Calendar Years	10,162.70	16,492.00
January 2026	0	0

*** Includes recording fees

No DRB Meeting currently scheduled for March 2026.