

Town Of Elmore
Meeting Attendance Record

ENTER MEETING DATE:	8/12/26
ENTER MEETING NAME:	Elmore Select Board Mtg

CHECK ALL THAT APPLY					Reason for Attendance
REASON FOR ATTENDING					
YOUR NAME (printed)	Observer	Interested Party	Principal Party	Expert or Consultant	WHY ARE YOU ATTENDING?
Glenn Schwartz			✓		SB Member
Sharon Fortune			✓		SB Member
Terrance Jones		✓			
Cheryl Schwartz	✓				
Dawn Angrey-Kress	✓				
Warren West	✓				
Samantha Cook		✓			
Janice Cook		✓			
Mike Funst	✓				DRB
Stephen Nutter	✓				
Michelle Lacasse			✓		R.C.
Trevor Braun			✓		ESB
Nancy Davis					
Shosh					
Fandy	✓				
Mark Brun					DOG ISSUE

Town Of Elmore Meeting Attendance Record

ENTER MEETING DATE:	8/12/26
ENTER MEETING NAME:	Elmore Select Board Meeting

[illegible]

TOWN OF ELMORE, VT

Meeting of the Elmore Select Board

Meeting Date: Wednesday, August 12, 2026 @ 6:00pm

Meeting Type: Regular

Agenda Version Number: Final (rev 1)

Note: Edits to agenda will post at minimum 24 hours prior to meeting

ESB Members: Glenn Schwartz (Chair), Sharon Fortune (Clerk), Trevor Braun, Michel Lacasse (Elmore Road Commissioner)

Meeting will be held at the Elmore Town Office and by Zoom.

JOIN ZOOM MEETING: <https://bit.ly/ElmoreZoom>

Meeting ID: 677 090 6765 Passcode: 8888 | Phone: +16465588656 Meeting ID: 677 090 6765 Passcode: 8888

AGENDA

CALL TO ORDER: Chairman

- Review/approve previous meeting's minutes
- Review additions or deletions to today's agenda
- Conflict of Interest for agenda items

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

- a. **DISCUSSION:** LCPC Update (Tasha Wallis 10 min)
- b. **DISCUSSION:** Dog Complaint (Gail Brum 10 min)
- c. **DISCUSSION:** Elmore Town Hall and Office Window cleaning (Schwartz 10 min)
- d. **DISCUSSION:** EPC Recommendation for open positions (Nancy Davis 10 min)
- c.

2. ACTIVE ITEMS

- a. **UPDATE:** Review Action Item List (Schwartz 5 min)
- b. **UPDATE:** Hardwood Flats Road Logging (S. Fortune 10 min)
- c. **UPDATE:** Formation of Elmore Capital Advisory Board (Schwartz 5 min)
- d. **UPDATE:** Approve Class 4 Road Policy modification - (Braun 5 min)
- e. **UPDATE:** 2026 Stormwater Inspection Report (Schwartz 5 min)

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

- a. **UPDATE:** Road Commissioner's Report (LaCasse 10 min)
- b. **UPDATE:** Zoning Administrator's Report (Burnham 10 min)

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

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

5. EXECUTIVE SESSION:

- a. Discuss appointment to Elmore Planning Committee prior to making a decision.
- b. Discuss pay increases for Town Employees

Next meeting: September 9, 2026 @ 6:00pm. Requests to be on the SB agenda must be received by the Chair before the last Friday of the preceding month.

☆RECEIVED☆

JUL 28 2026

Town of Elmore
PO Box 23
Lake Elmore, VT 05657

July 28, 2026

Dear Sandra Lacasse,

I was advised by Dean Mercier that the next step to address a dog(s) barking at 471 Overlook Hill Road was to get in touch with the town. This situation has been going on for several years now, and although he did his best to address this, which he should have documented, the issue has not been resolved. The hours of these dogs barking are totally unacceptable.

I have written down just a few recent dates and time as follows:

July 28th, 2026 6:06 AM 6:43AM

July 26th, 2006 6:25AM

July 25th, 2026 4:15 AM

July 7th, 2026 12:09 AM 6:01 AM 6:36 AM

June 15th 2026 5:50AM

May 11th 2026 5:33AM

April 16th 2026 5:15AM 5:30AM 6:50AM

April 17th 2026 5:30AM

I can no longer be woken up at these early hours, caused by sharp and loud unnecessary barking . Please address this issue, as most town ordinances in Vermont do have quiet hours from 10:00PM - 7:00AM . Thank you for your time.

Sincerely yours,

Gail A Brum

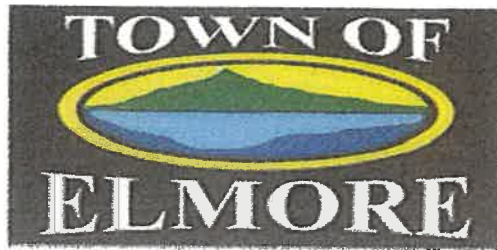
PO Box 25

Lake Elmore VT 05657

603-348-2483

ON JUNE 26TH AT 8:07 AM I Received
a call from Gail A Neighbor TO 471
Overlook RD In Elmore. SHE SAID THE
Neighbors Dog AT 471 HAD BEEN OUT DURING THE
NIGHT THAN AGAIN AT 5:30 AM BARKING FOR
AT LEAST A HALF HOUR STRAIGHT. I did go
TO THE 471 Residence Several TIMES
UNABLE TO catch anyone Home So I did
leave A NOTE EXPLAINING the Situation and
THAT this COULD NOT Happen. We did play
phone tag. BUT, Message she HAD LEFT WAS
THAT Her Dog WAS NOT OUT AT THAT TIME.
this did ALSO Happen LAST Summer and
THE 471 Resident did Handle the problem.
GAIL SAYS this WAS Happened many different
Times so I felt it may be best for the
Town TO Address the problem. by VT law
A dog CAN bark no more than 15-20 minutes
NOT OUT OF RESPECT people should NOT let
A dog out and let it bark to bother or wake
up Neighbors AT THAT TIME.

Dean Marder
ACO



P.O Box 123 Lake Elmore, VT 05657

1-802-888-2637 (Office)

August 5, 2026

Subject: Invitation to Meeting Regarding Dog Barking Concern

Dear Gail Brum

I'd like to invite you to a brief meeting to discuss a concern regarding ongoing dog barking in your area. The goal is to share observations, understand the situation better, and explore possible solutions together in a respectful and constructive way.

Meeting Details:

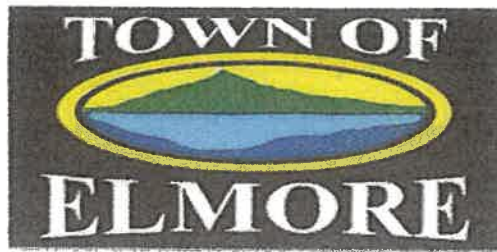
- **Date:** August 12, 2026
- **Time:** 6:00 PM
- **Location:** Town Clerk's Office: 1175 VT Rt. 12 Elmore, VT

Your input will be valuable in helping us address this matter in a way that works for everyone involved. You can also join by zoom:

JOIN ZOOM MEETING: <https://bit.ly/ElmoreZoom> Meeting ID: 677 090 6765 Passcode: 8888 | Phone: +16465588656 Meeting ID: 677 090 6765 Passcode: 8888

Thank you for your understanding and cooperation.

Sandra Lacasse
slacasse@elmorevt.org
Town Clerk



P.O Box 123 Lake Elmore, VT 05657

1-802-888-2637 (Office)

August 5, 2026

Subject: Invitation to Meeting Regarding Dog Complaint

Dear Samantha Cook,

We are writing to inform you that a concern has been raised regarding your dog(s). In the interest of fairness and open communication, we would like to invite you to a meeting to discuss the matter and give you the opportunity to share your side of the story.

Meeting Details:

- **Date:** August 12, 2026
- **Time:** 6:00 PM
- **Location:** Town Clerk's Office at 1175 VT Rt. 12 Elmore, VT

Our goal is to address the situation constructively and work toward a resolution that respects everyone involved. Your input is important, and we encourage you to attend so we can hear directly from you.

If you are unable to attend in person you can join by zoom:

JOIN ZOOM MEETING: <https://bit.ly/ElmoreZoom> Meeting ID: 677 090 6765 Passcode: 8888 | Phone: +16465588656 Meeting ID: 677 090 6765 Passcode: 8888

Thank you for your cooperation and understanding.
Sincerely,

Sandra Lacasse
Town Clerk
1-802-888-2637
slacasse@elmorevt.org



Outlook

Overlook Hill Road - no barking dogs heard

From emily gavin <etgavin@gmail.com>

Date Wed 8/5/2026 11:34 PM

To scook2004@gmail.com <scook2004@gmail.com>; Sandra LaCasse <slacasse@elmorevt.org>

To Whom It May Concern,

My husband and I own a house at 431 Overlook Hill Road (technically it is owned by an LLC that is owned by us). We and our family stayed at the house in both June and July for several weeks. We did not hear any dogs barking while we were at our house during that time.

Best regards,

Emily Gavin



Outlook

Neighbor barking dogs complaint.

From Dan Demars <ddemars11@comcast.net>

Date Mon 8/10/2026 11:26 AM

To Sandra LaCasse <slacasse@elmorevt.org>

Cc scook2004@gmail.com <scook2004@gmail.com>

Hello Sandra,

This is Dan Demars at 434 Overlook Hill Road, Elmore. My neighbor Samantha Cook, at 471 Overlook Hill Road, Elmore mentioned to me that one of her other neighbors has made a complaint to your office of her dogs causing a nuisance by barking during nighttime hours. I can honestly say that I have never once heard her dogs barking at night from my property. Her dogs have never caused any nuisance issues of any kind from my standpoint.

Best,

Daniel Demars

1. Item ID = 7 Digits (Month + Date + Year) - date proposed
2 Status = N = New, A = Active, C = Completed I = Inactive

[illegible]

MEMO

TO: Selectboard Town of Elmore

CC: David Degrutolla Region Manager, Dyland Alsbach, District Forester, & Danielle Wright
Rick Dyer AMP Forester VT Dept. of Forests, Parks and Recreation, Dan & Oneal Demars, & Gary Alred.

FROM: Richard Carbonetti ACF CF Senior Advisor LandVest Forest Resources Division

SUBJECT: Hardwood Flats Road and Harvesting Update

Date: 8-10-26

As we indicated to keep the town and its residents informed we are providing an August update to our July memo on the work being done on the segment of Town Highway 29 (Unimproved) that travels through the lands of Hardwood Ranch, LLC, Wildwood Ventures, LLC, & ELT, LLC.

Upgrading of the unimproved segment of Elmore Town Highway 29.

- **All the road work intended for this summer on the Elmore Town right-of-way has been completed:**
 - As previously reported, the roadway has been constructed using all the required State of Vermont AMP and wetland regulatory requirements.
 - Onsite blasting created rip-rap ledge material and gravel that has replaced the need to truck an additional +/- 100 loads of gravel on the town road past neighbors north of the three properties listed above.
 - Blasting reduced the overall need for gravel since the blasting has eliminated ledge impediments that would have required vast amounts of gravel to cover and create a stable road surface.
 - Blasting enabled the installation of ditches and drainage structures that will provide for the long-term stability of the town road. This will dramatically reduce the previously ongoing erosion and damage to adjoining wetlands and other water resources.
 - This blasting has environmental benefits in preparing a roadway that will be stable and in compliance with all AMP and wetland rules. It also has greatly reduced the mileage of trucking and thereby reduced the carbon footprint of the road construction and travel past residences.
- With the completion of the road past the wetland all blasting has been completed.
- We have continued to coordinate with Rick Dyer (FP & R) for several inspections. We've utilized his recommendations to maintain regulatory compliance with the installation of Acceptable Management Practices (AMPs) and wetland rules as construction has been planned and implemented.
- Further forestry operations have also been inspected by the Lamoille County Forester Emily Sayers.

- Rick Dyer has again been on site since my 7-14-26 report to the Selectboard to make observations and to ensure compliance with all regulatory requirements.
- The Elmore Road Foreman has also made several additional visits to the site to ensure the town road improvements meet with his approval. All indications are that the work is more than acceptable.
- We had with permission of the Elmore Road Foreman Michel posted road closed signs while construction and blasting are underway to facilitate public awareness of the road work and keep everyone safe.
- As noted previously an internal road will be constructed on ELT, LLC. The route and plans for that road have been reviewed and approved in the field by both Rick Dyer and Joellen Stivela of FP & R. This new road is entirely on the land of ELT, LLC. We are noting this for information purposes to be as transparent as possible. Construction will start at some later date that has yet to be determined.
- LandVest personnel continue to make regular inspections of the work and provide feedback and instructions to our contractors.
- We continue to have members of the public visiting and commenting on the project. However, in our dialogue with neighbors we reiterate that LandVest and the road and harvesting contractors are complying with all the regulations that pertain to the project as well as the terms of the conservation easements held on our client's three tracts.

Timber Harvesting Update:

- Harvesting continues on the land of Wildwood Ventures, LLC and has been initiated on the land of ELT, LLC. The projects are being implemented in complete compliance with required AMP standards, the UVA forest management plans and other regulatory requirements.
- As a reminder Wildwood Ventures, LLC, has received approval from the VT Land Trust that the harvest complies with the terms and conditions of the VLT easement.
- As noted previously a harvest amendment to the forest management plans for both Wildwood and ELT were also reviewed and approved by the Lamoille County Forester.
- LandVest staff are laying out the sale in compliance with the approved UVA forest management plan and the terms and conditions of the easement to successfully meet our client's goals and objectives of ownership.
- Harvesting will continue on Wildwood Ventures and ELT, LLC. Harvesting will likely continue through the fall until the fall mud season prevents us from operating without damage. Then it is likely that we will return for winter operations.
- We anticipate maximum weekly logging truck traffic to be 5-10 trucks. There will be days without trucks and possibly days with more depending on logging conditions, availability of trucks and other considerations.

TOWN OF ELMORE CLASS 4 HIGHWAY AND TRAIL POLICY

1. **Definitions:** Vermont municipal highways are classified as Classes 1 through 4. Class 1, 2 and 3 highways are defined for the purposes of receiving state aid and are passable on a year-round basis. Class 4 highways and trails encompass all other highways not falling under the definitions of Classes 1, 2, and 3. The Town shall not be responsible for damage that may occur to vehicles, operators or property incurred on Class 4 and trail right of ways. The terms highway, and right of way, meaning public routes of passage legally owned and controlled by the Town are interchangeable for the purposes of this policy.
2. **Existing Use:** Existing right of ways for Class 4 highways and trails as of the date of adoption of this policy shall be retained by the Town for the purposes of recreational multi-use activities, access to private property and agricultural and forest management.
3. **Maintenance performed by Town:** As a general policy, the Town shall not provide maintenance, upkeep or plowing on Class 4 right of ways or Trails, subject to the following clarifications:
 - a. The Town shall not provide any summer or winter maintenance or plowing except to the extent required to meet: ANR and EPA storm water standards, the removal of naturally caused obstructions or required by the necessity and public good of Town inhabitants.
 - b. All activities within a right of way shall comply with AOT, ANR and Town standards, regulations, bylaws and ordinances applicable at date of activity.
 - c. All activities within the right of way shall result in conditions of equal or superior quality to the previous state.
 - d. The Town, at its discretion, may perform periodic, minimal maintenance or repairs to the right of way when a lack thereof may threaten or damage other right of ways or result in reduced recreational, agricultural or forestry access. Such actions shall not obligate the Town to perform future maintenance.
4. **Maintenance — NOT performed by Town:** All maintenance, repair, improvement, restoration, plowing or other activities by parties other than the Town shall occur only after written approval of the Select Board or Highway Commissioner.

- a. A written request shall be submitted to the Select Board consisting of a) scope of work, b) support drawings and c) clearly defined outcome and d) schedule, prior to commencement. Changes in scope, outcome or schedule must be similarly documented and approved. Any recurring or periodic work must be approved in advance.
- b. All activities within the right of way shall comply with AOT, ANR and Town standards and regulations applicable at date of activity.
- c. All activities within the right of way shall result in conditions of equal or superior quality to the previous state.
- d. Approval for repair, maintenance, improvement, restoration, plowing or other actions shall not be unreasonably withheld by the Select Board.
- e. Any winter plowing permitted to parties other than the Town shall not nullify the snowmobiling privileges under 23 V.S.A. 3206 (b)(2).
- f. Stone walls, trees, unique geologic/natural features and habitats occurring within the right of way shall not be altered without written permission of the Select Board. Alteration of trees requires written approval of Tree Warden.
- g. The applicant, by successful submission of a request to perform work within the right of way, agrees that:
 - i. The applicant and applicant's agents shall not hold the Town responsible for any claims, injuries or damages that arise out of the work. The applicant and agents agree to indemnify and hold harmless the Town and its agents for any losses, claims or damages associated with the work.
 - ii. The applicant shall bear all costs associated with the agreed scope of work.
 - iii. A surety bond may be required for alterations and repairs as well as for potential damage resulting from the use of right of ways by equipment or other means including logging, horses, bike tours or other potentially damaging uses. The amount of surety shall reflect the anticipated costs for road repairs which may be necessary in the event of damage resulting from the use of right of ways and/or from non-compliance with provision of this policy and maintenance agreement. The surety will be returned within sixty days after the applicant has notified the Town of activity completion and the Town is satisfied that all conditions of the agreement have been met and

the right of way returned to an equal or better than previous state (see 3.c, above).

5. Control: The Select Board shall exercise control of Class 4 highways and trails to insure their integrity as a public right of way by means which include but are not limited to the following:
 - a. Establishment of vehicle weight limits.
 - b. Prohibition or restriction of wheeled vehicle use during mud and snow season/signs and barriers may be used to accomplish this purpose.
 - c. Requirements for temporary permit for heavy equipment access may be imposed and the stipulation included that any highway damaged will be repaired by or at the expense of the user, posting a surety bond or other security to guarantee that repairs are made may be required as a condition of any permits.
 - d. Speed limits may be established.
 - e. The use of motorized vehicles on legal Town trails may be prohibited, limited or permitted.
6. Change in Classification:
 - a. The Classifications of Class 4 highway and trails may be altered, reclassified or discontinued in accordance with 19 V.S.A. 708-716 by the Select Board based on findings of: public good, convenience, of necessity of the inhabitants of the Town.
 - b. No Class 4 highway or trail may be upgraded in status or discontinued without Select Board and Town approval proscribed by statute.
 - c. All costs of upgrading a Class 4 highway or trail will be borne by those seeking the change in Classification subject to Select Board and Town approval proscribed by statute.
 - d. Pursuant to 19 V.S.A 708(b), a Class 4 highway need not be reclassified to Class 3 merely because there exists within the Town one or more Class 3 highway with similar characteristics to the Class 4 highway.
7. New Structures: All new structures or modifications fronting on Class 4 highways or trails are subject to the requirements and intent of all Elmore ordinances, zoning, bylaws, and plans as well as state and local permits.

8. Right of Way Access: Pursuant to 19 V.S.A. 1111, the Select Board, acting through the Road Commissioner and Zoning Administrator, shall control access to the highway or trail right of way for installation or repair of utilities, access of driveways, entrances and approaches. No development, construction, excavation or installation shall take place within or adjacent to the right of way without prior permission from the Select Board or its designees.
 - a. Dig Safe shall be consulted prior to any excavation.
9. Overweight Vehicles: Pursuant to 23 V.S.A., Ch13, SubChi5, vehicular use of highway and bridges is subject to limitation and regulation regarding gross vehicle weights, tire and axle weights and overall length and width. Written approval by the Select Board or Road Commissioner may be granted:
 - a. For use or travel over highway or trails.
 - b. For compensation for wear and tear caused or anticipated by use.
 - c. Vehicles used for agriculture or forest management shall not be held to more restrictive standards than other vehicles.
10. Highway and Trail Closure: No highway of any Class or any trail may be intentionally closed by a gate or other obstruction except by approval of the Select Board (19 V.S.A 304, 1105). The Select Board may restrict the use of a highway or trail in accordance with 19 V.S.A 1110. The Select Board may post a highway or trail for the purposes of preserving the integrity of the right of way - 19 V.S.A 304.
11. Compliance with other Regulations: This policy is intended only to supplement state law, local ordinances and bylaws. All other ordinances and policies adopted by the Town shall remain in full force and effect.
12. Succession: This policy supersedes "TOWN OF ELMORE CLASS 4 HIGHWAY AND TRAIL POLICY" dated 11 May 2016.

Adopted by the Elmore Select Board: 12 August 2026

Glenn Schwartz, Chairman

Sharon Fortune, Select Person

Treovr Braun, Select Person

Reviewed: Michel LaCasse, Road Commissioner

MEMO

TO: Selectboard Town of Elmore

CC: David Degrutolla Region Manager, Dyland Alsbach, District Forester, & Danielle Wright
Rick Dyer AMP Forester VT Dept. of Forests, Parks and Recreation, Dan & Oneal Demars, & Gary Alred.

FROM: Richard Carbonetti ACF CF Senior Advisor LandVest Forest Resources Division

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ZONING ADMINISTRATOR REPORT

This report covers July 1 thru July 31, 2026.

July Project Activity:

1. Prepare and submit monthly U.S. Census Bureau report.
2. WEB Site maintenance. Added new Zoning Form
3. Process Zoning applications
4. Worked with property owners regarding pre application Zoning and Subdivision requirements.
5. Continued working with DEC – Lakes and Ponds representatives regarding Fire Station site rehabilitation and possible grant and funding opportunities through Lamoille NRCD.
6. Site visits on W. Loop, Beach Rd, Elmore Mt Rd, Camp Rd, Symonds Mill Rd, King Rd, Micklin Farm Rd to check on projects.
7. Numerous meetings and interactions with project applicants and neighbors.
8. Selectboard, DRB & Planning Commission meetings.
9. Continued conducting study of septic system permits for all properties surrounding Lake Elmore.
10. 12 days in the office

JULY 2026 ZONING APPLICATIONS:**

CAPRA FAMILY	144 Point RD	8'x16' shed
PELTON, Rand & Michelle	1211 Symonds Mill RD	Reconstruct Garage
PANIERE, Eric & Jennifer	1960 Hardwood Flats RD	14' x 24' studio shed
LOWKES, Patrick & Katherine	108 Camp RD	Deck replacement - retroactive

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

ZONING ADMINISTRATOR REPORT – July 2026

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

SCHOBERLEIN, Eric & Jen

685 Beach RD

Successfully resolved

MONTHLY ZONING APPLICATION FEES***:	2024	2025
July	781.	5,120.
August	1,210.	2,241.
September	2,557.	555.
October	1,938.	1,267.
November	458.	2,651.
December	0	640.
Total for Calendar Years	10,162	16,492.
	2025	2026
January	0	0
February	520.	0
March	200.	839.
April	402.	795.
May	923.	1,118.
June	988.	680
July	5,120.	968
	8,153.	4,400.

** Includes recording fees

DRB Meeting scheduled for August 4, 2026:

LOWKES, Patrick & Katherine

108 Camp RD

Deck replacement - retroactive

CHARLES BURNHAM

Zoning Administrator

Town of Elmore Vermont

cburnham@elmorevt.org

Road commissioner report

August 12, 2026

This Report covers from July 16th through August 12th, 2026

Work to date:

- Rental of the roadside mower started July 20th it was for two weeks. Two passes made around town and a limited amount of brush trimmed back.
- Loader with the sweeper cleaned up the beach Rd, and the paved aprons around town, also the town offices.
- Culvert project was completed on the Elmore mountain Rd. One culvert crossing the road at the intersection of sterling view and Elmore Knowles and the other was placed under sterling view rd. itself. These are 24" in diameters. New road sign and stop sign were added on Sterling view.
- Mountain Rd. was graded and chloride.
- We are presently working on Symonds mill Rd. Putting down some new gravel on the entire length.

Equipment:

- Grader out of service July 16th through the 23rd. Noise in the front right wheel. Shims were added to realign gears and bearings so they would not rub on the outside casing. Normal wear was found, oil was drained out, planetary flushed out and new oil added.

Other:

- FEMA - 30 plus hours were spent in the office working on FEMA. FEMA has finally approved our engineers design, a new change of scope, and estimates. Our permits are in place. I think we have met all their criteria so we can move forward with this project next year.
- Will be changing the large culvert on Symonds mill rd in the next two weeks. Date to be announced.
- Grant and aid work will be done on Hardwood flats Rd. Ditching, stone lining, culvert work, in the month of September.