

TOWN OF ELMORE, VT.
Special Meeting of the Elmore Select Board
October 6, 2026

Draft Minutes

ESB Members Present : Glenn Schwartz, Sharon Fortune, Trevor Braun (via Zoom)

Additional Attendees: (See attached)

Meeting Called to order by Chairman Schwartz @ 3:03 pm
No Conflicts of interest noted

Agenda

1. Award contract for the demolition of the old Town Garage

SB received 9 bids, with All Metals Recycling being the lowest bidder.

SB reviewed bids and determined All Metals bid included all required components including demolition of old Town Garage and Restoration of site.

Motion to approve Bid for \$24,000 was made by Schwartz, seconded by Braun, Motion approved unanimously.

Trevor will give packet to Charlie B zoning administrator. SB will keep Charlie B. and Michelle L. informed

Randy Towns is the contact from All Metals. All Metals will provide proof of insurance to SB.

Boats located on property @ old Town Garage will need to be moved. Trevor will see they are located behind the Fire Department where there is room for them to be located.

2. Finalize benefits package for new Town Employees

SB discussed the personnel policies but did not finalize at this meeting. Post personnel policies for employees hired after September 1, 2026.

3. Review Appropriations Policy

Reviewed **Draft** Social Services Policy for Town of Elmore presented by Schwartz.(see attached)

Changed procedure portion of document to a 2 year cycle

3 of 4 social services have only 1 year history required

New procedure requires nonprofits requesting funding to submit a request annually.

Added a paragraph that required the letter of request form SS agencies to provide verification to be conducted by Town.

Added a requirement that social services requesters provide IRS documentation letter proving that they are 501C3

Discussed change in the Purpose section of document.

Schwartz will produce a new draft of Policy including changes and edits discussed, for review @ October 14 SB meeting

Motion to Adjourn by Fortune, Seconded by Schwartz , Vote unanimous, meeting adjourned @ 3:33 pm.

Meeting Minutes respectfully created and submitted by :

Sharon Fortune

Town Of Elmore Meeting Attendance Record

ENTER MEETING DATE:	10/6/26
ENTER MEETING NAME:	Special Select Board Mtg

CHECK ALL THAT APPLY
REASON FOR ATTENDING

Reason for Attendance

[illegible]

Social Service Appropriation Policy Town of Elmore

(Draft)
10/6/2026

PURPOSE The purpose of this policy is to establish procedures for managing social service agency appropriations that will be voted upon at the Town of Elmore Annual Meeting. Under Vermont law, a Town may appropriate such sums of money as it deems necessary for the support of social service programs and ~~agencies~~ *facilities* that provide services to Town residents. 24 V.S.A. §2691.

APPLICABILITY: This policy applies to appropriation requests from social services agencies and programs subject to the provisions of Title 24, Chapter 73 of Vermont Statutes Annotated. Such programs include, but are not limited to, transportation, nutrition, childcare, medical care, and other rehabilitative services for persons with low incomes, senior citizens, children, disabled persons, drug and alcohol abusers, and persons requiring employment to eliminate their need for public assistance. This policy does not apply to Town membership organizations such as the Vermont League of Cities and Towns (VLCT), Lamoille County Planning Commission (LCPC), Morrisville Centennial Library, Elmore Cemetery and Milfoil Control.

PROCEDURE: Those social service agencies that have not had an appropriation request approved for the same amount, for two (2) consecutive years, or that are requesting a larger appropriation than that approved for two (2) consecutive years, must submit a petition for an article requesting an appropriation in accordance with 17 V.S.A. § 2642 for two (2) consecutive years for the same amount. Such petition must be signed by at least five percent of the voters of the Town and filed with the Town clerk not less than 47 days before the day of the annual meeting. The petition should be in substantially the following form:

Petition of Legal Voters of the Town of Elmore

We, the undersigned legal voters of the Town of Elmore, hereby petition the Selectboard to add the following article to the warning for the annual Town meeting to be held on Tuesday, March __, 20__:

Shall the Town appropriate \$*[insert amount of request]* to *[insert name of social service agency]*, for *[insert brief description of the purpose of the proposed appropriation]* in accordance with 24 V.S.A. § 2691.

Print Name

Address

Signature

Pursuant to 17 V.S.A. § 2642(a)(3)(C), a petition must contain the petition language on every page on which signatures are collected and must contain the printed name, signature, and street address of each voter who signs the petition.

No proposed article may contain any opinion or comment about the subject being voted upon. Petitions submitted after the deadline will not be honored. Petitions submitted prior to the deadline but not containing the required number of signatures shall be returned by the Town clerk within 24 hours of receipt stating in writing on the petition why it cannot be accepted. Any petition returned to the petitioners may be amended to correct any stated deficiencies and refiled with the Town clerk not later than 48 hours after the petition was returned by the clerk, or the filing deadline, whichever is later. However, supplementary petitions shall not be accepted if the original petition did not meet the filing deadline or did not contain the requisite number of signatures.

Those social service agencies that have had an appropriation request approved for the same amount, for two (2) consecutive years, are not required to submit a petition for an article requesting an appropriation, if the amount requested is the same or less than the amount approved by the voters in the previous year.

All social service agencies must make its appropriation request to the Selectboard no later than 90 days before the day of Town Meeting. If the last day for filing letters with the Selectboard falls on a Saturday, Sunday, or legal holiday, then the deadline shall be extended to the next day which is not a Saturday, Sunday, or legal holiday. The letter of request must identify the name of the agency, the amount requested for appropriation, person to contact for more information and should describe the program or services provided to Town residents. All social service agencies requesting appropriations under this policy are required to submit a description of the agency's programs for inclusion in the Town's annual report. Descriptions must be limited to a maximum of 300 words and should describe the program or services provided to the Town of Elmore.

Agencies that do not submit a letter requesting appropriations to the Selectboard before the 90-day deadline will not be considered.

If an increase is made to an appropriation during Town Meeting voting, that increase is valid for that tax year only. If the social service agency would like to continue the increase, they must petition for that amount for two (2) consecutive years.

Approved social service appropriations will be paid by the Town after July 1st following the Town Meeting in which the appropriation was approved and after a letter is received by the Town requesting such funds, containing payable information and address information. Payment is subject to the availability of funds.

The foregoing policy is hereby adopted by the Selectboard of the Town of Elmore, in Vermont, this ____ day of _____, and is effective as of this date until amended or repealed.

Signatures:

Glenn Schwartz, Chair

Sharon Fortune

Trevor Braun