TOWN OF GLOVER
Selectboard Meeting Minutes
Thursday, October 22, 2026 – Glover Town Hall

Present: Adam Heuslein, Tabitha Armstrong, Theresa Perron, Town Administrator, Brad Gebbie, Dan Clark, Olivia Noel, and Cindy Epinette.
Remote: Michael Miller, Danielle Martin
Absent: Anne Eldridge

1. The meeting was called to order at 6:53pm
2. **Additions or deletions to the agenda: VOSHA report update, Fire Department Project Work Safe update**, RERC update
3. **Public Comment: none**
4. **Road Update:**
    a. This week the road crew dug the hole for the propane tank, at the municipal building, that will fuel the generator. The tank is scheduled to arrive on October 27th. Once the tank is installed the road crew will place boulders around the area to protect the generator when the driveway is plowed and from other possible mishaps. They've filled several pot holes and paved the areas of the driveway, at the municipal building, that were dug upon during construction periods. They're in the process of preparing the trucks and roads for winter.
    b. **Door Lock Replacement:** The Mortice door lock on the town garage door needs to be replaced. It will cost $850 to replace. Adam also received an estimate from Teak's Lock Service to install a Kaba lock, keypad. The estimate is $1,085.50 and will allow each person to have their own code. Adam will seek additional quotes. Adam suggested changing all the locks, on town owned property, so one master key will open all doors. The locks can be configured for another key that will restrict access to certain areas. This lock system will eliminate the need for employees to carry multiple keys to gain access to all the buildings. This will be advantageous in case of an emergency.
5. **Committee Updates**: Trails Committee will attend on November 12th.
6. **Town Administrator Update**:
    a. **Salt Shed Update**: We are anticipating receiving a response from National Environmental Policy Act (NEPA) by October 30th. Environmental approval is needed for the next phase of this project. **Adam made a motion, seconded by Tabitha, to contact the town attorney looking at the requirements for the salt shed process. The motion carried**. Theresa was directed to contact the attorney, and Coes, when we've received NEPA's response. Once NEPA approval is received the final bid documents will be created. We anticipate going out to bid in early winter so construction can begin in the spring of 2027
    b. **Town Hall – Flood Doors**: The flood doors have been ordered and shipped. We are anticipating receiving those on Monday, October 26th. The doors will be paid for through FEMA funds.
    c. **HSIP Grant – RFP**: The Request for Proposals (RFP) has been posted on the Vermont Bid Board (www.vermontbidsystem.com). Theresa has received several inquiries for more information.
7. **Old Business**:
    a. **Glover Park – Signs/Boulders**: Glover Park is scheduled to close for the season on October 30th. "No Trespassing" and "Park Closed" signs have been purchased and will

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be posted. The road crew will also move boulders to prevent unwanted visitors from accessing the park. We need to discuss when the park will be open in the spring and the hours of operation when the park is open.

b. **Communication Update (Digital Systems and Communication) – Olivia Noel**: Olivia reviewed the Digital Systems Implementation Plan for better communication in Glover. She suggested the Town Administrator position become the Steward of the system, someone who is responsible for making it work or insuring that the work gets done. Theresa was not opposed to the assignment but she has indicated she needs training to be successful. What will it cost for Theresa to maintain the webste? What will it cost to share this position with another town? More information is needed before a decision can be made.

c. VOSHA Update/Fire Department Project Work Safe Update: The town received the letter from VOSHA regarding penalties imposed on work related infractions. VOSHA imposed a penalty of $338 due to safety issues related to the bench grinder at the town garage. This safety issue was resolved in July, shortly after the issue was brought to the boards' attention. **Tabitha made a motion, seconded by Adam, to approve option 1 in the EISA. The motion carried.** Phil Brooks contacted Project Work Safe to complete an evaluation for the fire department. Project Work Safe found 13 issues that were not safe for volunteers. The fire department has addressed all the issues brought to their attention. Project Work Safe is satisfied with the solutions implemented and considers the case closed**.** There are two issues that were not critical but Phil would like addressed: A railing for the east side retaining wall and overhead door guards to protect volunteers from getting fingers from being pinched**.**

d. **RERC Update:** Tabitha reported on a regional outdoor recreation economy workshop she attended, organized by Newport Downtown Development. The workshop focused on a national EPA-affiliated program centered on outdoor recreation economy and trail connectivity. Regional trail-building efforts include a 144-mile trail around Lake Memphremagog, connections to Canada, and the Lamoille County Rail Trail, with discussion of whether a trail corridor through Glover could link Newport to the Lamoille County Rail Trail. Tabitha also reported on a Northern Borders Forest program, presented by Sarah Waring, that offers funding to replace structures such as bridges with wooden alternatives. A bridge on Dwinell Place serving Seth Johnson's farm, recently redecked, was noted as a candidate for future replacement under such a program. Tabitha will follow up with Sarah Waring to obtain further details on the Northern Borders Forest funding program for potential future bridge and structure replacements. The board discussed the need for Glover to engage proactively in regional outdoor recreation planning, noting that Newport is moving toward a report due in January that could be taken to funding sources. Adam noted that any town committee making recommendations on trail or recreation matters should be doing so in alignment with the Select Board. The board agreed that a dedicated point of contact is needed to coordinate with Newport Downtown Development, regional trail committees, and other partners on Glover's behalf.

The board discussed a community visioning process, with Tabitha noting that Nella Cargioli-Coe had already had preliminary conversations about scheduling a multi-part community visioning process for Glover. Adam confirmed he had already spoken with James Coe and given him the green light to contact the program and get it scheduled. Tabitha will reach out to Nella Cargioli-Coe to confirm that the board is ready to move

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forward and get the visioning process scheduled. The board discussed supplementing the formal visioning process with informal community coffees and surveys to reach residents, including older populations and farmers, who might not attend a structured meeting.

8. **New Business**:
    a. Which Committee do you want to invite to the next board meeting (11/12/26): The Trails Committee is scheduled for the next meeting.
    b. Table Top Exercise – After Action Report: A meeting was held this afternoon to review the After Action Report. More will be discussed at the next meeting (11/12/26). **Adam made a motion, seconded by Tabitha, to adopt signing up for VT-Alerts as the emergency notification system. The motion carried.**
9. Town Clerk/Treasurer Update (as needed):
    a. VLCT Directors Ballots: Anne has indicated she is not familiar with any of the candidates up for election. She would like to abstain from voting. **Adam made a motion, seconded by Tabitha, to allow Cindy to review the candidates and cast a vote on behalf of the town. The motion carried.**
10. **Liaison Update/Other Business**: none
11. **Open Public Comment Period (as needed):** none
12. **Correspondence on file at the Town Clerk's Office:** NVDA meeting minutes and agenda for November 9, 2026.
13. **Approval of Minutes dated October 8, 2026: Adam made a motion, seconded by Tabitha, to approve the minutes as presented. The motion carried.**
14. **Executive Session VSA Title 1 §313:** none
15. **Signing Orders:** The Board signed the weekly warrants.
16. **Adjourn:** Adam made a motion to adjourn at 9:45pm.

Respectfully Submitted,

Cynthia Epinette
Transcriber

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Adam Heuslein, Chair

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Anne Eldridge

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Tabitha Armstrong

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