

**TOWN OF GLOVER**  
**Selectboard Meeting Minutes**  
**Thursday, December 11, 2025 – Glover Town Hall**

Present: Anne Eldridge, Justin Mason, Adam Heuslein, Theresa Perron, Town Administrator, Dan Clark, Nick Ecker-Racz, Phil Brooks, Fire Department Chief, Emergency Management, James Coe, Nella Cargioli-Coe, Rick Ufford-Chase, Newport Mayor, Matthew Wilson, Chronicle, Ed Barber, Newport Daily Express, and Cindy Epinette, Transcriber. Attending via Zoom: Jen Andrews, Mariel Hess, Jack Sumberg, Flood Zoning Administrator, Chris Hunt, VTrans, David Burke and Brad Gebbie.

1. The meeting was called to order at 6:32pm.
2. **Additions or deletions to the agenda:** A Budget Finance Committee Update and Emergency Management Update were added. A request was made to rearrange the agenda to provide Nick the opportunity to address the board after the road update.
3. **Minutes: Justin made motion, seconded by Adam, to approve the minutes dated November 5th, 13<sup>th</sup> and December 5, 2025 as presented. The motion carried.**
4. **Road Update:**
  - a. Parking in the road right of way continues to be a problem. A section of Apple Lane needs to be researched to determine where the road right of way is located versus private property. Plowing across a public road is illegal and continues to be a problem. Snowbanks freeze and will cause damage to the equipment when being pushed back. The new truck, Casper, will have the sander installed soon. The radios have been installed. Mike has been updated of the situation with the fire trucks and reassured they will be moved soon.
  - b. **Grant Opportunity:** Mike has been informed of a grant available to repairs/replace guardrails, crosswalks, signage, fixing ledges, etc. He is interested in pursuing this. The grant has a potential of \$5,000 - \$50,000 with no matching funds from the town. The Board requested Theresa work with Mike to pursue this grant.
  - c. **Salt Shed Design:** James & Nella Coe, Coe & Coe Architecture, presented the new designs for a salt shed. The grant that has been awarded includes a 20% match from the town. The process is as follows: (1) The designs must be submitted to the National Environment Protection Agency (NEPA) for approval, (2) the plan will be reviewed by VT Agency of Transportation, (3) a final review of the plan and approval by the town, (4) a bid process tentatively scheduled for March 2026. The project is estimated to cost \$145,000 with the town providing \$29,000 in matching funds. This does not include additional costs, permits, architectural fees, engineering fees, etc. The additional fees are estimated to be \$60,000, which means the town will be responsible for an additional \$13,000 in matching funds. In the end, the town will pay an estimated \$42,000 for a salt shed. All these figures are estimates. The Board directed Theresa to research other grant funding sources to cover the potential additional costs. The plan designs will be available in the Town Clerk's office.
5. **Cemetery Land Purchase:** Nick reviewed the land donation from Larry & Gloria Conley at Westlook I cemetery. He also informed the Board, the proposal made by the Cemetery Commissioners to purchase 1 ½ acres of land adjacent to West Glover Cemetery has been accepted by David Muller and Anne Faison-Muller. He stated the cost for lawyer fees and survey fees for both properties would be paid using existing Cemetery Commission reserve funds and the cost of the West Glover property would also be funded with existing Cemetery Commissioner reserve funds. He indicated we need to research and locate the proper

documentation indicating the town owns West Glover Cemetery. **Adam made a motion, seconded by Justin, to allow the purchase of the West Glover property with no increase in the 2026 budget. The motion carried.**

- 6. Public Hearing - Glover Flood Hazard Area Bylaws and Glover River Corridor Bylaws: Justin made a motion, seconded by Anne, to bring the hearing to order at 7:20pm. The motion carried.** The Flood Hazard Area Bylaw is mandated by Federal Emergency Management Agency (FEMA) by 2027 in order for homeowners to be eligible for the national flood insurance offered by FEMA. The River Corridor Bylaws are encouraged by the State of Vermont to maintain local control. If no bylaws are adopted by 2028 the State will step in. This is the last public hearing required before the Selectboard adopts each bylaw. Once the Selectboard adopts the bylaws, the public has 21 days to petition for reconsideration. Included in the bylaws are provisions for an application that must be submitted to a Flood Zoning Administrator, Jack Sumberg, for any new construction projects. Any existing structures in the flood zone area and river corridor are grandfathered. At this time, there is no expectation to pay or budget expenses for the Flood Zoning Administrator. There will be fees involved in submitting an application to build in a flood hazard area or river corridor. The application will have to be included in the land records. **Justin made a motion, seconded by Adam to adopt the Flood Hazard Area Bylaws as submitted, effective 21 days later. The motion carried. Justin made a motion, seconded by Adam, to adopt the River Corridor Bylaws, effective 21 days later. The motion carried.** Jack will research the fee schedule and include it on the application form. Theresa wanted to thank Jack for spear heading this project. **Anne made a motion, seconded by Justin to conclude the hearing at 7:44pm. The motion carried.**
- 7. Board Discussion:**
- a. **Orleans County Sheriff's Dept Report – October:** The report was reviewed. No action needed.
  - b. **Orleans County Sheriff's Budget Information – FY26:** Sheriff Harlow has requested the town consider increasing the budget from \$10,000 to \$21,372. No action needed at this time. A suggestion was made to call Caledonia County Sheriff's office to investigate the rate they charge for services. Anne volunteered to research this option. It was also suggested a special Selectboard meeting be scheduled to discuss other options. Anne suggested postponing making a decision until after a special Selectboard meeting can be scheduled to discuss this further.
  - c. **Listers - Agreement with NEMRC:** NEMRC submitted a proposed agreement to perform the state mandated reappraisal of all town properties. The agreement indicates it will cost \$102,000 to perform the reappraisal, beginning in 2029. **Adam made a motion, seconded by Justin, to approve the contract as presented. The motion carried.** The Budget/Finance Committee are prepared to propose setting \$25,000 aside each year to pay for the town-wide reappraisal process, \$15,000 coming from tax payers and \$10,000 from the State Equalization/Appraisal funds. Justin wanted to make it clear, he would like to be elected as a Lister in March 2026. Cindy sent an email to Tyler Technologies and New England Municipal Consultants, LLC to get a quote as well. They have not responded.
  - d. **Rodgers Road Update:** The Orleans County Superior Court has denied the preliminary injunction request from John S and Brenda Rodgers. The Court held that Plaintiffs did not show they would be irreparably harmed by a continuation of the status quo until the case is resolved. The decision specifically expressed no opinion on the other preliminary injunction factors, namely whether an ongoing case is likely to succeed on the merits. The Town will file a proposed pre-trial schedule by December 22, and will continue forward.

e. **Wastewater Update – Adam/Dwain:**

- i. The town owns 15.2% of the Barton Village wastewater treatment plant. The State has mandated an upgrade to their system which is estimated to cost \$10,870,000.00. Barton Village is researching what grant funds may be available to help offset some of this expense. They have also scheduled a bond vote in February 2026. Adam has requested Barton Village attend a special Selectboard meeting to provide an update to all Selectboard members. Cindy will contact Barton Village to schedule a special board meeting in early January 2026.
- ii. The existing contract with Barton Village indicates a company will recalibrate the meters each year. Nate from Barton Village and Dwain Clevenger will meet, with an agreed upon vendor, to calibrate the meters and possibly perform a smoke test. The smoke test will help determine if storm water run-off or other illegal water sources are entering the system. The cost to have the meters calibrated will be shared by both towns. The Selectboard agreed to pay their half of the recalibration cost.
- iii. The Selectboard will discuss the pros and cons of using a true-up system versus a 3 year average calculation at a future meeting. The Selectboard would like to schedule quarterly meetings with Barton Village.

f. **Emergency Management/Fire Department – Phil Brooks:**

- i. **VT-Alert** is a service offered by the State of Vermont, at no cost to townspeople nor the town. It provides a public notice, to those signed up, regarding emergency matters, ie: weather advisories, road closures, etc. The town can go through training to initiate a notice as well. The Selectboard requested Phil investigate this service further. Also, there is a siren in the cupola of the fire station. It is not connected, but can be if desired. A protocol should be created and communicated to the public regarding the purpose of the siren.
- ii. **Regional Emergency Management Committee:** Phil suggested an updated letter be created identifying Phil Brooks and Adam Heuslein as the Regional Emergency Management Committee. This will be discussed at the meeting on December 19, 2025.
- iii. **Fire Department Knox Boxes:** Phil suggested a knox box be installed at each public building, including the wastewater pump stations so the fire department has access to the buildings in case of an emergency. Each knox box would cost \$600. The Selectboard requested Theresa research grants available to pay for these expenses.

8. **Shadow Lake Dam Update:** Weston & Sampson are continuing to run the additional models as requested by VT Department of Environmental Control (DEC).

9. **Town Administrator Report:**

- a. **VCDP Grant Application Update:** Theresa created a letter of financial support for the Community Development Block Grant she is requesting the Board sign along with a Single Application in support of the ADA Compliance application. The matching 10% can be built into the proposed 2026 budget. **Anne made a motion, seconded by Adam, to sign the financial letter of support and Single Application resolution. The motion carried.**

10. **Town Clerk/Treasurer Update:**

- a. **Property Reserve Fund –** The Board decided to cover any excess expenses in the municipal building repairs/maintenance account and town hall repairs/maintenance accounts from the property reserve fund.

- b. **New Town Clerk Assistant:** Cindy requested approval to hire Rylee Acox as the assistant town clerk at \$20.00/hr. The request was approved.
- c. **TAN Approval:** postponed until 12/19/25 meeting.
- d. Does the Selectboard need to approve giving the Treasurer permission to invest funds. Cindy will research.

**11. Open public comment period:**

- a. **Mayor Rick Ufford-Chase:** Mr Ufford-Chase wanted to introduce himself and share the things happening to revitalize Newport. He encourages everyone to participate in their survey at discovernewportvt.com and let folks know a shelter is being built, and operated by volunteers, for those who need a warm place to rest.
- b. **Brad Gebbie:** Expressed frustration with not being able to attend several meetings via the zoom link. He also encouraged the Selectboard to evaluate the expense of employees.

12. **Signing of Director's Orders:** postponed until 12/19/25 meeting.

13. **Executive Session (as needed for personnel/legal discussion) VSA Title I §313:** None needed.

14. **Adjourn:** Anne made a motion to adjourn the meeting at 9:45pm.

Respectfully Submitted

Cynthia Epinette  
Transcriber

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Anne Eldridge, Chair

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Justin Mason

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Adam Heuslein