

TOWN OF GLOVER
Selectboard Meeting Minutes
Thursday, March 12, 2026 – Glover Town Hall

Present: Adam Heuslein, Tabitha Armstrong, Mike Pray, Road Foreman, Theresa Perron, Town Administrator, Dan Clark, Rick Bragg, Nella Cargioli Coe, James Coe, Elizabeth Nelson, Phil Brooks, Brad Gebbie, Mariel Hess, Ann Creaven, Ray Sweeney, Jim Barlow, Matthew Wilson, Chronicle, Ed Barber, Newport Daily Express, and Cindy Epinette, Transcriber.

Zoom Participation: Anne Eldridge, Justin Mason

1. The meeting was called to order at 6:33pm.
2. **Additions or deletions to the agenda:** Shadow Lake Dam Update, Town Administrator Report, approval of Law Enforcement and Glover Ambulance contracts were deleted. Liaison role designations were added.
3. **Re-Organization of the Board:**
 - a. **Elect Chairperson:** Tabitha nominated Adam Heuslein as Chair, Adam seconded the motion. The motion carried.
 - b. **Appoint a Clerk:** Adam made a motion for Cindy Epinette to be the Clerk, seconded by Tabitha. The motion carried.
 - c. **Designate dates and times for Selectboard Meetings:** The Board agreed to continue to meet on the 2nd and 4th Thursday of the month at 6:30pm at the Town Hall. It was noted Thanksgiving and Christmas Eve fall on the 4th Thursday of the month. The Board agreed to meet on November 23rd and December 21st instead, the time and location did not change.
 - d. **Designate public posting locations, newspaper of record and official website:** The Board agreed to keep the public locations of Town Clerk's office, Currier's Store and Parker Pie. The newspaper of record is the Chronicle and the official website is townofglover.com.
 - e. **Authorize chair, and backup to sign check warrants:** Adam made the motion, seconded by Tabitha, to authorize Adam to sign the warrant and Tabitha will be the backup. The motion carried.
 - f. **Adopt Rules of Procedures:** Adam made a motion, seconded by Tabitha to approve the procedure as written. The motion carried.
 - g. **Review Conflict of Interest Policy:** Adam made a motion, seconded by Tabitha to adopt the Conflict of Interest Policy. The motion carried. Adam requested the policy be sent to Jim Barlow to review as well.
 - h. **Appoint Town Officers:** The Selectboard is working on defining the Commissions and Committees for clear direction and structure. The Board reviewed the list of officers. The position of Fence Viewers, Pound Keeper, Inspector of wood, lumber and shingles, and weigher of coal are no longer required positions according to statute. **The Board made the following appointments: Riley Brooks – Tree Warden, Adam Heuslein – Road Commissioner, Hope Colburn – NVDA Representative, Kenneth Borland – 911 Coordinator, Jack Sumberg – Flood Plain Zoning Officer and River Corridor Administrator, Theresa Perron – Recycling Coordinator & NEKWMD Supervisor, Hadley Piper – NEK Broadband CUD Representative Alternate, Robert Richard – Fire Warden, Phil Brooks – Emergency Management Director.** There were several positions that were tabled until confirmation or further information could be obtained.

- i. **Review/Update Local Emergency Management Plan (LEMP):** Phil Brooks indicated he is working on this.
 - j. **Contract with Law Enforcement and Ambulance Services:** tabled.
 - k. **Schedule/Confirm meeting with VTrans** on road standards, projects, paving and budget – Wednesday, March 18, 2026 at 8am at the Municipal building: Mike is planning to attend, Adam will attempt
 - l. to attend.
 - m. **Review Annual Board Calendar:** The Board reviewed the time schedule when reports or tasks need to be completed. This will be revised/updated as needed.
 - n. **Review Town Meeting:** Adam requested Cindy create a list of things to do that came out of the meeting, specifically a luncheon after the meeting (with pies). We need to continue to offer audio capabilities.
 - o. **Liaison Roles:** Adam volunteered to take over the technology/office responsibilities and Tabitha agreed to take over the responsibilities Justin had along with the wastewater responsibilities.
4. **Public Comment:** Phil Brooks suggested reviewing committee responsibilities and accountability. He suggested the Selectboard sponsor a public safety forum that allows for more input/conversation.
 5. **Approval of Minutes dated February 19th and 26th, 2026:** tabled.
 6. **Road Update:** Mike indicated the road crew have been winging back snowbanks, he has been researching the pricing of new trucks, a purchase/sales agreement has been signed for the roller. It was noted the roller agreement is under what was budgeted. The roller is estimated to arrive in 12-14 weeks. Grading the rutted roads will begin when the weather improves. He wanted to remind everyone to submit their overweight permits. The roads have a 24,000 lbs weight limit.
 7. **Listers Update:** The first Listers meeting has been scheduled for March 16th at 7:30am. The agenda has been posted on the website and in the three public locations. Inspection dates/notices will be posted on the website and public notice sites along with “door hearts”. David and Brian are going to attend some training classes. The Listers would like to report to the Selectboard on a monthly basis to review their budget. Justin will work on data input, evaluations, and current use exemptions with David. Brian is going to work on projects. They wanted to re-assure the Selectboard they do not envision any lister or assessor position turning into a full-time position.
 8. **Planning Commission – Heart of Glover:** The Coes received bids for the work on the Green. Several neighboring landowners expressed concern and confusion about the work that is supposed to be done on the Green. After a long discussion, the Selectboard would like a public meeting scheduled to receive input from the neighbors. Richard Bragg was not in favor of the project because it seemed to be very cluttered.
 9. **Board Discussion:**
 - a. **Jim Barlow – Attorney Introduction:** Jim introduced himself and provided some background about himself. Presented a letter of engagement. **Adam made a motion, seconded by Tabitha to hire Jim as the town attorney. The motion carried.** He would like to see the bid documents, RFP and MERP grant to review the AIA contract submitted by Spates.
 - b. **Wastewater Budget Discussion:** The Board reviewed several versions of the 2026 proposed budget. **Adam made a motion, seconded by Tabitha, to approve a budget of \$178,888 for 2026. The motion carried.** The unit cost is \$1,198.65 instead of the \$1,277.90 billed in 2025. **Adam made a motion, seconded by Tabitha, to allocate the \$18,631.12 surplus in 2025 to the reserve fund. The motion carried.**

- c. **BASSI Contract** – tabled. The Selectboard support BASSI at the town hall and would like the Budget Committee to review the contract.
 - d. **Review River Corridor Application for Permit:** Jack Sumberg had drafted an application that can be used when a landowner wants to build in the river corridor. The fee to file the application is \$25.00. The application was approved.
 - e. **Personnel and Road Policy:** tabled
 - f. **Reformat Agenda:** The Board agreed to change the format of the agenda to include “old business” and “new business” and eliminate designating times.
10. **Town Clerk/Treasurer Update:**
- a. **ARPA Resolution** – approval needed: **Tabitha made a motion, seconded by Adam, to revise the original resolution from \$133,888.33 to \$145,661. The motion was approved.** This revision was necessary because the expenses originally allocated to the ARPA - Heart of Glover project were actually paid by the Municipal Planning Grant.
11. **Public Comment:** Dan Clark suggested the Budget Committee schedule a conversation with each committee to gather more information about what each committee needs and share that information with the Selectboard so they can create an accurate budget.
12. **Signing of Orders:** The Board signed the orders.
13. **Executive Session:** Adam made a motion, seconded by Tabitha, to enter executive session at 9:59pm to discuss a personnel matter per VSA 1 §313 (a). The motion carried.
14. **Executive Session was concluded at 11:28 pm. Adam made a motion, seconded by Tabitha, to increase the rate of pay for Mike Pray to \$29.75/hr, Scott Pray to \$26.50/hr and Richard LaClair Jr to \$25.50/hr. The motion carried. Adam made a motion, seconded by Tabitha to change the vacation policy to indicate the first year of employment will be prorated from an employees start date to December 31 and a vacation year will begin in January and end in December.**
15. **Adjourn:** Adam made a motion, seconded by Tabitha to adjourn the meeting at 11:30pm.

Respectfully Submitted

Cynthia Epinette
Transcriber

Adam Heuslein, Chair

Anne Eldridge

Tabitha Armstrong