

Selectboard Meeting Agenda

7 June 2023

6:05 PM

Town Office at Isle La Motte School and via Zoom

In Attendance: Mary-Catherine Graziano, Rusty Spaulding, Cary Sandvig, Debbie Spaulding, Erin Gilligan, Peter Brzozowy, Barbara Callahan, Sylvia Jensen, Carmine Centrella, Anne Jobin-Picard, Selby Turner, David Wales, Mary Brennan-Centrella, Johenry Nunes, Tony Fowler, Kathleen Balutansky, Laura Miraldi, Beth Meese (via Zoom), Alex Montagne (via Zoom), Steven Reeve (via Zoom), Catherine Dimitruk (via Zoom), Cathay Tudhope (via Zoom), Heidi Coppolino (via Zoom), Andrea Carbone

Meeting was called to order at 6:29 PM by Board Chair Mary-Catherine Graziano.

1. **Additions to agenda:** There were no additions to the agenda.
2. **Executive session if needed:** An executive session was not required at this meeting.
3. **Grants Update with Catherine Dimitruk:** Isle La Motte is deemed by the State as an under-resourced community thus eligible for grant support from the State. Ms. Dimitruk noted that the State's budget adjustment act allows under-resourced communities to have technical assistance from the Northwest Regional Planning Commission (NRPC) on moving forward with projects including those related to water supply, wastewater disposal, housing, community recovery, workforce development, climate-change mitigation, or other community projects which may be identified by Town and approved by the State. The first step would be for NRPC to meet with the Selectboard and members of the community to perform a Community Needs Assessment, identifying possible projects and developing a plan for moving forward. This program would dovetail nicely with the upcoming Town Planning initiative. A motion was made by Rusty Spaulding to move forward with the assessment, seconded by Cary Sandvig, all in favor. The assessment will kick off later this summer after the NRPC's next meeting.
4. **Approve minutes from 5/17 Selectboard meeting:** Motion to approve the prior Regular Selectboard Meeting minutes was made by Rusty Spaulding, seconded by Cary Sandvig, all in favor.
5. **Warrants for payroll & payables:**
 - 23 May 2023 payroll transfer for \$532.94 for the Internal Revenue Service, ratification of Rusty Spaulding's signature. Cary Sandvig motioned to ratify, seconded by Mary-Catherine Graziano, all in favor.
 - 20 May 2023 payroll for \$2,459.37, ratification of Rusty Spaulding's signature. Cary Sandvig motioned to ratify, seconded by Mary-Catherine Graziano, all in favor.
 - 7 June 2023 expenses in the amount of \$6,965.08 including Town lawn mowing, Green-Up Day expenses, office copier rental, trash removal, and property and casualty insurance,

ratification of Rusty Spaulding's signature. Cary Sandvig motioned to ratify, seconded by Mary-Catherine Graziano, all in favor. Sylvia Jensen asked if the mowing contract was payable monthly, and it was confirmed that the expense is paid monthly.

- 6 June 2023 payroll transfer for \$503.30 for the Internal Revenue Service, ratification of Rusty Spaulding's signature. Cary Sandvig motioned to ratify, seconded by Mary-Catherine Graziano, all in favor.
- 6 June 2023 payroll for \$2,478.22, ratification of Rusty Spaulding's signature. Cary Sandvig motioned to ratify, seconded by Mary-Catherine Graziano, all in favor.

6. **Community Business:**

- a. Reserving the school for the "Isle La Motte of the year" soiree date - Johenry Nunes presented an overview of his decision to create the award and hopes that the initiative will grow in the years to come. It was noted that all expenses are being covered by Mr. Nunes, the Town is not involved. The 2023 recipient was announced as Chester Bromley, who will ride in the Islands July 4th parade and light the Isle La Motte Christmas Tree. A soiree to celebrate Mr. Bromley will be held on June 24th from 6:00 PM to 8:00 PM in the community room at the Isle La Motte school; use of the space has already been coordinated by Mr. Nunes with the Town Clerk and School Principal.
- b. Official approval of the Isle La Motte Community Organization (ILMCO) improvements to the entrance of the island - Sylvia Jensen presented an overview of the improvements planned for the entrance which include the replacement of the low wood fence with stone boulders and the installation of American and Canadian flags in two locations. Vendors will provide labor and materials at no cost. A motion to approve the noted improvements was made by Cary Sandvig, seconded by Rusty Spaulding, all in favor. Additionally, Ms. Jensen noted that the Fire Department, ILM Country Store, and a possible third vendor will be donating sets of flags to expand the installation on the north and south sides of Main Street. Rusty Spaulding motioned that the Selectboard approve the installation of the additional flags, seconded by Cary Sandvig, all in favor.
- c. ILMCO Music in The Park & Barbecue event request - Sylvia Jensen provided an overview of the upcoming event and requested assistance with ensuring the electricity will be turned on in Veteran's Park for the event. Rusty Spaulding will see to the power needs, as necessary.
- d. ILMCO Town-wide Yard Sale - A request was made by Sylvia Jensen to have the Town pay for the printing of approximately 150 to 200 copies of the location map for the upcoming Town-wide Yard Sale. A motion was made for the approval by Rusty Spaulding, seconded by Cary Sandvig, all in favor. In addition, Ms. Jensen asked if the roadside mowing could be completed in advance of the June 24th event as non-residents will be navigating the roads and the high grass may impact the awareness of a driver to oncoming traffic; currently the schedule for the next mowing is July 1st. Selby Turner will reach out to John Yartz to see if accommodation can be made for an earlier completion.
- e. Paul Zera Memorial - Mary-Catherine Graziano announced that Mr. Zera's service to Town and Country should be recognized and solicited the meeting attendees for suggestions

regarding a memorial. Deborah Spaulding noted that a bench and planting would be a fitting tribute and will contact the family's son to discuss the appropriate location for the memorial.

7. Contract Reviews + Approvals:

- a. Law Enforcement contract approval - The contract was circulated at the prior meeting, no questions were noted. A motion was made to approve the contract by Rusty Spaulding, seconded by Cary Sandvig, all in favor. It was noted that the cost of the contract is \$3,500.00 over budget, so a motion was made by Rusty Spaulding to approve the overage, seconded by Cary Sandvig, all in favor.
- b. Lawn Mowing contract approval - As discussed at the April 19th meeting, a contract was prepared for the Town mowing in the amount of \$5,720.00 annually plus inflation, payable within 30 days of service; the contract is for a three-year period. A motion was made by Rusty Spaulding to approve the contract, seconded by Cary Sandvig, all in favor.
- c. Tree Stand ordinance motion to contact lawyer - Several Town-owned lots have historically been subject to disputes during hunting season. In order for all hunters to have equal access to the space, the Selectboard is proposing a Tree Stand ordinance for these locations. As the laws are difficult to interpret, a professional review of the ordinance should be completed. A motion was made to engage the attorney by Cary Sandvig, seconded by Rusty Spaulding, all in favor.
- d. Discuss termination of Sunset View Lot 7a contract - As both the original and extension closing dates have passed, a termination of the pending sale contract for the lot was discussed. A motion to terminate the contract and retain the \$4,000.00 deposit was made by Rusty Spaulding, seconded by Cary Sandvig, all in favor. It was noted that if the termination becomes difficult the Board will revisit the termination options.

8. ILM School Building:

- a. Update on building purchase - There have been no recent communications with the Selectboard regarding the sale, and Sylvia Jensen noted that the School Board has yet to see the contract of sale. Mary-Catherine Graziano will reach out to the transition team for an update.
- b. School building inspection update - Cary Sandvig presented two inspection proposals, one for \$100.00 per SF/approximately \$800.00 and a second for approximately \$2,000.00 - \$2,500.00. The purpose of the inspection is to prepare a future capital plan for the building; currently the Town's budget anticipates \$19,000.00 in maintenance expenses. A motion was made to approve the \$800.00 inspection cost and to code the expense to the maintenance line item was made by Mary-Catherine Graziano, seconded by Cary Sandvig; motion passed 2-1, Rusty Spaulding was not in favor. It is anticipated the walk-through will take place on June 13th, Rusty Spaulding will attend the site inspection. Cary Sandvig will seek a contract from the vendor and confirm the square footage of the building to verify the cost for the inspection.

Additionally, it was noted by Sylvia Jensen that earth removal, possibly for the garden at the entrance to the building, had been conducted in the back of the school close to water and sewage lines. All agreed that until the School is officially turned over all physical modifications need to be approved by School Administration, as they are liable for any damages that may occur.

9. Animal Control:

- a. Update on hire and activity - Molly Blais has formally been hired as Animal Control Officer (ACO) and Mary-Catherine Graziano has provided her an overview of the critical issues on the Island. A process for registering a complaint with the ACO will be added to the Town's website but begins with a call or email to the Town Office or Selectboard Chair. It was noted that the fine placed on the Shrine Road dog has been settled.
- b. Dog license review - A review will be held at the next meeting, but registrations have exceeded the annual average and there are approximately nine households from last year who have yet to register their dogs.
- c. Humane Society Contract review, and possible approval of kennel contract - An agreement to temporarily house non-violent dogs was reviewed and a motion to execute the contract was made by Rusty Spaulding, seconded by Cary Sandvig, all in favor. The document was notarized by Sylvia Jensen. The long-term housing agreement with the Humane Society of Chittenden County was reviewed and a motion was made by Cary Sandvig to have the contract reviewed by the attorney, seconded by Rusty Spaulding, all in favor. A review of the Town's dog ordinance and the ability to charge back to owners the expenses related to the handling of animals will be conducted.

10. Emergency Management Director appointment (solicit volunteers): The passing of Paul Zera has prompted the need for a solicitation of volunteers from the community. A letter of interest advertisement will be published in *The Islander*, with Carmine Centrella already stating his interest. A motion to approve the advertisement was made by Rusty Spaulding, seconded by Cary Sandvig, all in favor.

11. Road commissioner report: Selby Tuner reviewed two incidents that were addressed over the past two weeks -

- Culvert Collapse - The emergency replacement of a residential culvert on Main Street was conducted, the cause was the collapse of the galvanized pipe under the driveway.
- Hidden Driveway - The hidden driveway discussed at the prior meeting has since been investigated. The New Road speed limit is 45 miles per hour, resulting in a 360 foot stopping time ahead of the driveway under discussion. It has been decided that the hidden driveway sign can be posted at a distance of 450 feet which would fall on a property line and not impact the yard of any single resident. The speed limit signs will be reinstated per the ordinance and for the safety of the community. A discussion was had as to lowering the limit to 35, but the consensus was that lowering the speed limit would have no impact.

12. Recreation Department report:

- a. Vandalism of equipment storage bins - As previously reported to the Selectboard, the Recreation Department's lockers at Veteran's Park have been repeatedly vandalized. As such, the Department attempted to leave equipment out for public use, which ultimately resulted in theft. An online campaign will be made to inform the community that park equipment is available at all times for the benefit of the community in an attempt to educate and deter future theft.
- b. Pickleball court vandalism - Damage from vehicles driving on the court has already been addressed by the Selectboard.
- c. Recreation Department budget funds and restrictions - The current budget for the Department is \$2,600.00, but the Selectboard asked that the amount be reviewed with the Town Treasurer to ensure the current amount which may have been impacted by reconciliations of prior years.
- d. Fundraiser for pickleball fencing - The Recreation Department is working with the Islands Pickleball Association to fundraise towards a fence for the court. It was noted that fencing design would be for the entire court, as basketball is also played on the surface.
- e. Bikes - The Recreation Department has decided to raffle the bikes donated to them by the Isle La Motte School via silent auction at the upcoming ILMCO Music in the Park & Barbecue event. A motion to approve the raffle was made by Mary-Catherine Graziano, seconded by Cary Sandvig, all in favor.
- f. Equipment sign out - A proposal of signing out equipment through the Town Office was dismissed prior to the time of the meeting.
- g. Activity liability waiver - Until a resolution is made with the Town Clerk on the presence of an approved waiver the Recreation Department will continue to use the waiver it has in place for other events.

13. Town Planning Commission + American Rescue Plan Act (ARPA) Committee update: As of the time of the meeting four ARPA letters of interest and two Town Planning letters of interest had been submitted. Catherine Dimitriuk noted that seasonal residents are eligible, as are youth residents. It was also noted that non-residents can sit on the initiatives, but the majority of the volunteers must be residents.

Carmine Centrella asked who would oversee the ARPA decisions; the Selectboard advised that the Town was responsible. Deborah Spaulding asked if decisions were being made at the meeting, and it was advised that the due date for letters of interest is June 16th.

14. Other business: There was no other business to report.

15. Adjourn: Motion to adjourn at 7:54 PM by Rusty Spaulding, seconded by Cary Sandvig, all in favor.

Respectfully submitted on 8 June 2023 -
Andrea Carbone

Mary-Catherine Graziano

Rusty Spaulding

Cary Sandvig