

Regular Select Board Meeting

3 May 2023

6:00 PM

Town Office at Isle La Motte School and via Zoom

In Attendance: Mary-Catherine Graziano, Rusty Spaulding, Cary Sandvig, Erin Gilligan, Debbie Spaulding, Anne Jobin-Picard, Barbara Callahan, Selby Turner, Joyce Tuck, Laura Miraldi, Andrea Carbone

Meeting was called to order at 6:00 PM by Board Chair Mary-Catherine Graziano.

1. **Additions to Agenda:** Joyce Tuck asked for time to discuss a request for the Public Library and Barbra Callahan requested time to update the Select Board on the status of the summer flag project.
2. **Executive session if needed:** An executive session was not required at this meeting.
3. **Approve minutes from Selectboard meetings:**
  - 19 April 2023 - Liquor Control Board Meeting, motioned by Rusty Spaulding, seconded by Cary Sandvig, all in favor.
  - 19 April 2023 - Regular Select Board Meeting, motioned by Rusty Spaulding, seconded by Cary Sandvig, all in favor.
  - 26 April 2023 - Regular Select Board Meeting, motioned by Rusty Spaulding, seconded by Cary Sandvig, all in favor.
4. **Warrants for payroll & payables:**
  - 14 January 2023 payroll for \$1,429.74, ratification of Paul Zera's signature. Rusty Spaulding motioned to ratify, seconded by Cary Sandvig, all in favor.
  - 13 March 2023 payable for \$490.00, ratification of Rusty Spaulding's signature. Cary Sandvig motioned to ratify, seconded by Mary-Catherine Graziano, all in favor.
  - 20 April 2023 payables for \$7,399.66 which included payments to the Grand Isle Sheriff's Department, New England Municipal Resource Center (NEMRC) for consulting work, and Vermont Electric Cooperative, ratification of Mary-Catherine Graziano's signature. Cary Sandvig motioned to ratify, seconded by Rusty Spaulding, all in favor.
  - 25 April 2023 payroll for \$2,642.72, ratification of Rusty Spaulding's signature. Cary Sandvig motioned to ratify, seconded by Mary-Catherine Graziano, all in favor.
  - 25 April 2023 payable for \$562.70 for an Internal Revenue Service tax payment, ratification of Rusty Spaulding's signature. Cary Sandvig motioned to ratify, seconded by Mary-Catherine Graziano, all in favor.
  - 1 May 2023 payables for \$16,315.55 which included paving expenses, rock fines, legal fees associated with Lot 7A, and the annual appropriation to Island Arts. Motion was made by Rusty Spaulding, seconded by Cary Sandvig, all in favor.
5. **Monthly budget & balance sheet:** A financial review will not be held, it was noted that by law a review is required quarterly. The Board stated that a regular financial review will be a standing agenda item going forward.

6. **Town Plan process discussion:** Following up on the April 19th discussion with Catherine Dimitruck from the Northwest Regional Planning Commission (NRPC), the Select Board discussed the benefits of adopting a Municipal Plan. The purpose of a Municipal Plan is to bring the community together to define a vision for the town for the next five to ten years. Isle La Motte is the only town in both Franklin and Grand Isle counties that does not have a plan, and having one would allow the town to qualify and receive priority for certain state and federal programs. The Board made it clear that having a plan does not impact zoning and that Act 250, which provides the community access to participate in the development of the process, must conform to the Town Plan. The plan is developed and approved by the community, not by the Select Board.

The first step in the process is to organize a Planning Commission of three to nine members appointed by the Select Board; all in attendance at the meeting agreed that the group should be composed of a diverse set of residents. Once the Planning Commission is organized, NRPC will meet with the Commission to set a work plan for the project and assist with involving the community; the project will take eight to twelve months to complete. Examples of local plans are available; the level of detail is entirely up to the community. Rusty Spaulding motioned to advertise for candidates who would be interested in sitting on the Planning Commission, seconded by Cary Sandvig, all in favor. Candidates will be asked to submit a letter of interest for the role and the number of members on the Commission will be determined by the level of interest from the community. It will be made clear in the advertisement the time commitment that will be expected for the role.

7. **ARPA committee creation:** The Select Board discussed establishing a committee to engage with residents on the use of the remaining American Rescue Plan Act (ARPA) funds provided to the town. It was decided that a similar advertisement as noted for the Town Plan will be posted for the ARPA Committee, who will work with the community to generate ideas for investing the funds. As these are federally provided funds, the Select Board will have the final decision once the ARPA Committee presents its recommendations. It was noted that any expenses the ARPA Committee would like to incur will need to be pre-approved by the Select Board. Rusty Spaulding motioned to advertise for candidates who would be interested in sitting on the ARPA Committee, seconded by Cary Sandvig, all in favor.
8. **Better Places committee creation:** The Select Board introduced an opportunity that engages residents to fundraise/crowdfund towards the creation of new or improved public places which are then partially matched by grants of up to \$40,000 to aid in the realization of the project(s). The initiative is supported by a team led by the Vermont Department of Housing and Community Development.

Mary-Catherine Graziano has conducted a preliminary survey with residents who had a variety of ideas including public art installations, a drive-in theater, and development of a community space between the Old Town Hall, Post Office, and Country Store. The program will be a chance for the residents to start thinking about creating the space that we want to live in as a community. The Select Board suggested engaging with Anne Jobin-Picard and the Recreation Department as they already have plans for expanding the town park.

It was decided that one announcement defining the different initiatives just discussed will be issued for all three community engagement opportunities. Rusty Spaulding motioned to advertise for candidates who would be interested in sitting on the Better Places Committee, seconded by Cary Sandvig, all in favor.

9. **School building uses idea generation process & next steps:** It was noted that residents have been vocal in their opinions of how to repurpose the space remaining at Isle La Motte School, so a committee will need to be formed to gather and establish a plan. The Select Board decided that the topic should be included in the Town Plan development as there has been so much public engagement on the topic thus far.
10. **School building inspection update:** Cary Sandvig has initiated contact with four commercial building inspectors, but has yet to receive a return call; engagement calls will continue this week. Sylvia Jensen and Selby Turner may both have additional contacts to solicit; Cary Sandvig will follow-up on these leads.
11. **Generator update:** Following up on the generator discussion held at the April 26th meeting, Rusty Spaulding indicated that the generator remains at the Old Town Hall and that it will be several weeks before the unit is ready for installation at the Town Offices.
12. **Water system testing info update:** Rusty Spaulding will speak with both Chevalier Drilling and the State of Vermont to discuss water safety based on the change of use of the building. In general, the system needs to be improved for the community, while also being adequate to serve the building in the event the structure needs to be transformed into an emergency shelter.
13. **Old Town Hall assessment:** The assessment of the building will be added to the objectives during the development for the Town Plan.
14. **Road commissioner report:**
  - Installation of rock fines are being held up by the daily rain the region has been subject to over the past weeks.
  - Required reporting to the State is current; Selby Turner thanked Bethany Remmers from the Northwest Regional Planning Commission for additional work conducted to ensure the reporting was current.

- In an effort to curb vehicles from driving off the soft shoulder stretches of Main Street, it has been suggested to install more delineators which will likely help reduce speeds and improve awareness of road width. White reflective delineators installed at each utility pole and at the mid-point between utility poles has an estimated expense of \$3,450. Future snow removal contracts will require the service provider to repair or replace delineators damaged during the tenure of their service agreement with the town.
15. **Review & approve draft bid for Poplar removal from sea wall:** Selby Turner has spoken to Rob Nolan from Island Tree Service about the tree removal, but their timing is uncertain as it seems the firm's backlog is significant. There needs to be a regular plan going forward for cutting the trees, they will not grow large enough to damage the seawall but they need to be addressed as they will eventually die and require removal. It was noted that the growth of trees is still far enough away from the road to not be of impact to the road. Cutting back the trees will slow their growth, so it was decided to advertise for this service. Selby Turner and Rusty Spaulding will team to mark the area of trees to be trimmed in order to include this information on the proposal. Mary-Catherine Graziano will prepare the advertisement.
16. **Sunset View Lot 7A extension:** The buyer for Lot 7A has requested an extension in order to secure financing. It was noted that if the buyer backs out the buyer's \$4,000 deposit will be forfeited to the seller. As such, the Select Board agreed that there is no reason not to allow for the extension. A motion to approve the extension was made by Rusty Spaulding, seconded by Cary Sandvig, all in favor. The sale price was noted as approximately \$37,000.
17. **Summer Lease rental agreement:** The lease agreement has been signed by the lessee and the payment has already been submitted. A motion to approve the rental agreement was made by Rusty Spaulding, seconded by Cary Sandvig, all in favor.
18. **Other business:**
- Public Library - Joyce Tuck has requested permission to move one of the bike racks from the Isle La Motte School to the library. If, in the future, the Town approves donating the bike rack to the Library, the gift would be accepted. A motion to allow the Library to borrow the bike rack was made by Rusty Spaulding, seconded by Cary Sandvig, all in favor. A copy of the minutes will be issued to the Public Library via email as record of the agreement. **AMENDMENT 5 July 2023: The bike rack to be moved is currently located at the Old Town Hall, not the Isle La Motte School. As noted previously, if, in the future, the Town approves donating the bike rack to the Library, the gift would be accepted.**
  - Isle La Motte Community Organization (ILMCO) - Revisiting the proposal to install American and Canadian flags at approximately 8 - 10 locations at the intersection of Main Street and School Street/Church Street, ILMCO reported that the cost for the flags, poles, and brackets will be approximately \$1,400. As the American flag, by law, requires illumination when permanently installed, a review of lighting for the flags will follow in order to avoid any exposure. Installation of the flags will likely be provided by the Fire Department. Barbara Callahan requested that the town pay for the purchase. A motion for the town to cover the flag expense was made by Rusty Spaulding, seconded by Cary Sandvig, all in favor.


19. **Adjourn:** Motion to adjourn at 7:15 PM by Board Chair Mary-Catherine Graziano.

Respectfully Amended on 5 July 2023 –  
Andrea Carbone



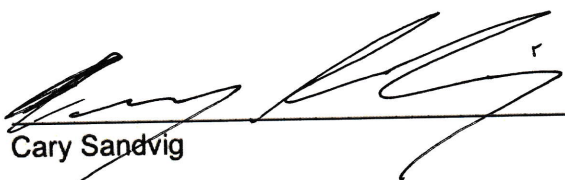
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Mary-Catherine Graziano



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Rusty Spaulding



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Cary Sandvig