

Town of Isle La Motte
Regular Selectboard Meeting Minutes
June 19, 2024

ATTENDANCE:

- Mary LaBrecque, Anne Jobin-Picard, Kathy Simanskas, John Yartz, chair Peter Brzozowy, Cary Sandvig, Joe Deller, Pat Treckman, Debbie Langlois. Via zoom: Mary-Catherine Graziano, Bobby Dean, Cathy Tudhope and Charles Gurney.

CALL TO ORDER:

- Chair Peter Brzozowy called to order the meeting at 6:00PM.

ADDITIONS TO THE AGENDA:

- Joe Deller - extended culvert project meeting with John Yartz and Mary-Catherine Graziano.
- Peter Brzozowy - Brother's Camp Septic Tank concerns.
- Anne Jobin-Picard - tree trimming in the Veterans Park.

ADMINISTRATION:

- Tax Rate - Tax bills must be mailed by July 17, 2024. The state usually emails the education rate on June 30, 2024. If the rate is received on time, the tax rate can be approved at the July 3, 2024 Selectboard meeting. Mary LaBrecque indicated that she and Stephen Mank (Assistant Treasurer) would calculate municipal and local taxes. She also requested assistance with preparing the mailing for the tax bills if the Selectboard wishes to include the dog ordinance information.
- Childcare Payroll Tax - After a discussion of this tax proposal Cary Sandvig made the motion to accept this one year proposal rate of 0.44 on payroll tax, seconded by Joe Deller all in favor, yes. There will be further discussion of this tax at the year 2025 budget meeting.
- Internal Financial Controls - Pat Treckman had a concern about the audit letter referenced as an attachment which wasn't attached to the email provided and should be reviewed by the Selectboard before signing. Further review and Cary Sandvig will follow up on obtaining this attachment. There was also an internal control form that was filled out by the Treasurer and Assistant Treasurer and filled in the office.

APPROVE THE MINUTES:

- The motion was made by Chair Peter Brzozowy to accept the minutes for June 05, 2024 and June 12, 2024, Cary Sandvig seconded, all in favor, yes.

WARRANTS FOR PAYROLL & PAYABLES - review and approve:

- PAYABLES FOR VENDORS Payables dated 06/12/2024 for a total amount of \$15,089.15 included Blair's Trucking \$300.00, Blue Tiger Integration (repair) \$686.02 + \$337.84 + \$177.51. Complete Septic Services LLC \$145.00, FW Webb Company (culverts) \$8,583.60, Island Touch (cleaning) \$300.00, Isle La Motte Cemetery Comm.

\$3,000.00, Rowley Fuels \$862.73, Symquest/Konica (copier) \$258.71, The Islander \$32.00, Tuttle Trucking (June Trash) \$47.50 office, \$61.50 Recreation Park, Vt Electric \$42.50+\$20.80+\$21.33+ Main St. lights (May) \$99.02, School Sr. lights (May) \$22.62+\$24.47, Main St. lights \$28.39, Main St. lights (May) \$22.62, VLCT OML training, \$10.00, W.B.Mason, water cooler, \$1.99. Motion to Ratify Peter Brzozowy's signature was made by Pat Treckman seconded by Cary Sandvig, all in favor yes.

- PAYROLL Motion to Approve Payroll dated 6/18/2024 in the amount of \$3,342.27 by Cary Sandvig, seconded by Joe Deller, all in favor, yes.
- PAYROLL TAXES Motion to approve payroll taxes dated 6/18/2024 of \$782.66 to the Internal Revenue Service and Vermont Dept of Taxes for was made by Joe Dellar, seconded by Pat Treckman , all in favor, yes.
- PAYABLES FOR VENDORS Payables dated 6/18/2024 for a total amount of \$3,733.50 included Community Bank \$585.48, Grand Isle Sheriff's Dept \$3,012.75, Grand Isle County Taxes (part 1) \$23,798.94, Stitzel, Page & Fletcher PC. \$60.00, The EZ Street Company, (paving material) \$1,237.00, VLCT Property and Casualty \$39.00 + \$3,694.50 for interim adjustment and Q3 premium. Motion to approve payments was made by Joe Deller, seconded by Pat Treckman, all in favor, yes.

OPEN POSITIONS:

- E911 - Stephen Mank has agreed to be the town's E911 coordinator. He will be doing all the updates for all new addresses and homes.

CONTRACTS/GRANTS/BIDS:

- Sheriff's Contract - Previous contracts were looked over and the verbiage was the same from year to year going back to 2019, only cost has changed. Motion to accept the Sheriff's contract made by Joe Deller and seconded by Cary Sandvig, all in favor, yes
- Snow Removal - RFP (request for proposal). The Selectboard will be tightening up the language on the bids including the amount of snow before plowing, controlling drifts, sanding, how many times a week, and the cost of breakdowns being the contractors' responsibility. Resume of experience will be requested along with a scope for plowing town roads.

ROADWAYS:

- Current status reports/road issues -
There are two road grants currently supporting the Town. Joe Deller is looking into the dates for completed work for both grants. The culvert for the School St drainage has been worked on. The driveway culverts for the segments to be connected for the reimbursements to the town through the grants. There is a stockpile of stone at the Brother's Camp to be used for the roads. The engineer told John Yartz that chloride was fine to use on the stone. The Brother's Camp needs to be investigated for the old septic tanks. We need to check the style of the tank, making sure they are empty. Suggestion made to remove caps and fill in the tanks. The grass is very high at the Camp. Peter Brzozowy and John Yartz will be meeting at the camp to check everything out to safely take care of the issue.

RECREATION DEPARTMENT:

- Activity Waivers - additional discussion, decision on usages - If outside organizations want to use the grounds their own insurance comes first and then the town's insurance second. Proof of Insurance is needed. Motion to approve modifications made by Peter Brzozowy and seconded by Cary Sandvig, all in favor, yes.
- Playground Inspection - Review action steps from the insurance company, responsibility and budget - The Selectboard are looking into if money was allocated in the budget for the repair work for the park. Looking into lower cost fixes like swings, netting for basketball hoops, age appropriate age signs put in place. Further discussion of the metal slide. Discussion to show good faith to the insurance company on fixing these items brought up in the inspection. Anne Jobin-Picard brought up tree trimming for the rec park. Pat Treckman indicated she would look at this and take care of the trimming as needed.

TOWN BUSINESS:

- Additional Tree Trimming - Discussion about additional locations to be added to the scope of work. Some of the Selectboard members agreed to drive around to look at those areas.
- Culvert Repair Request - Jay Featherolf was given permission to place a 18 inch culvert in the town's right-of-way to allow access to his land. The following language was added to that permission. Owner needs to contact the Town Clerk's Office with-in 48 hours during regular business hours if the need arises for the road to be closed. This gives the town time to contact the Emergency Services Dispatch.

OTHER BUSINESS:

- None

ADJOURN:

- Meeting was called to adjourn by Chair Peter Brzozowy at 7:57PM. Motion to adjourn meeting by Pat Treckman, seconded by Joe Deller, all in favor, yes.

Respectfully,
Debra Langlois

Peter Brzozowy _____

Mary-Catherine Graziano _____

Cary Sandvig _____

Joe Deller _____

Pat Treckman _____