

Regular Selectboard Meeting
16 October 2024
6:00 PM
Town Office at Isle La Motte School and via Zoom

In Attendance: Peter Brzozowy, Mary-Catherine Graziano, Cary Sandvig, Pat Treckman, Joe Deller, Rusty Spaulding, Deb Spaulding, Mary LaBrecque, Sylvia Jensen, Bruce Noble, Eric Richard, Charles Gurney, **review of sign in sheet pending**

1. **Call to Order:** Meeting was called to order at 6:03 PM by Selectboard Chair Peter Brzozowy.
2. **Additions to Agenda:** There were no additions to the agenda.
3. **Administration**
 - *Approve Selectboard Meeting Minutes from 10/2* - A motion to approve the Regular Meeting meetings was made by Mary-Catherine Graziano, seconded by Pat Treckman, all in favor.
 - *Board of Listers*
 - Errors & Omissions - There were no new errors and omissions for the meeting.
 - Reassessment Status - A copy of the RFP had been emailed to the Selectboard following its approval at the Board of Listers meeting on October 5, 2024. Sylvia Jensen expressed her concern that the campgrounds have not been physically assessed by a third party in over twenty years, the cost differential would be \$15.00 per parcel for the Listers to assess the properties, versus an estimate of \$115.00 for a third party for a net additional expense of approximately \$35,000. Pat Treckman expressed her confidence in the Board of Listers conducting the work, and indicated that the Selectboard had reviewed the RFP and was ready to move forward with releasing the document for bid. At this time, Mary-Catherine Graziano shared with the attendees that there is a perceived feeling of unfairness among some residents that the campgrounds have been excluded from the scope of work for the past several reassessments, and that including a request for a cost for the campgrounds in the RFP would be more transparent; there would be no requirement to hire a third party for the campgrounds, but at least the cost would have been obtained. Ms. LaBrecque indicated that the owners of the campers also feel treated unfairly, as their campers depreciate yearly and unless they grieve their assessment annually, their dwelling cost does not adjust. Ms. LaBrecque stated that, when asked, her district supervisor strongly suggested that the local listers conduct campground assessments as an outside firm will not properly conduct the review of the campers. Peter Brzozowy motioned to approve the Board of the Listers to release the RFP as written, seconded by Pat Treckman; the motion passed by a vote of 4-1 with Mary-Catherine Graziano voting against the motion in light of her aforementioned concerns regarding transparency.
 - *Delinquent Tax Collector* - Mary LaBrecque advised that the 2024 tax sale had been delayed due to a change in the state law. Earlier in 2024, the Selectboard had approved the sale, but in the subsequent months, the attorney has changed their name and has thus requested that the 2024 sale be reapproved under their new name. Chair Brzozowy motioned to retain SP&F Attorneys, PC to conduct the Town Tax Sale beginning in October 2024, seconded by Pat Treckman, all in favor. Details on the tax sales, if any are to occur, will be advised in the coming months.
 - *PACIF Insurance Renewal* - Mary LaBrecque is updating the renewal information and indicated that she will finish the paperwork no later than Friday for an on-time submittal for next year's policy. Chair Brzozowy noted that he has not yet called the insurance company about the recommended playground repairs, but will do so.
 - *Warrants for payroll & payables* -
 - 8 October 2024 - Payables in the amount of \$32,900, ratification of Pat Treckman's signature. A motion to ratify was made by Mary-Catherine Graziano, seconded by Cary Sandvig, all in favor.
 - 5 October 2024 - Payroll in the amount of \$3,884.42. A motion to approve was made by Pat Treckman, seconded by Cary Sandvig, all in favor.
 - 9 October 2024 - Payroll Transfer for the Internal Revenue Service and Vermont Department of Taxes in the amount of \$733.66. A motion to approve was made by Cary Sandvig, seconded by Pat Treckman, all in favor.
 - 10 October 2024 - Payables in the amount of \$6,449.71. A motion to ratify was made by Pat Treckman, seconded by Cary Sandvig, all in favor.

- *Trustees of Public Funds - review interest payment and outstanding loan balance due* - Chair Sylvia Jensen reviewed the outstanding loan balance as of the end of 2023. A review of the calculation of outstanding payments and interest due was held, with Pat Treckman requesting additional support documentation to be provided by Ms. Jensen to the Town Treasurer to substantiate newly advised shortfalls in historic payments. The Trustees assert that the total balance due under the note is \$89,526.11, but not reflected in this figure is a payment of \$75,000 which was made by the Town and approved for release by the Selectboard at the October 2, 2024 meeting. This discussion will continue at a Selectboard meeting in November.

4. Roadways

- *Road Commissioner Report* - Rusty Spaulding advised that he had filled the seawall holes with fabric and dirt installation to finalize the repairs pending completion. It was noted that large trees have fallen over the past few days on both the West Shore Road and East Shore Road; Pat Treckman thanked the Spauldings and Peter Brzozowy for their assistance with removing the tree on West Shore Road.
- *Snow Removal - discuss season startup logistics* - Bruce Noble advised that salt and sand are scheduled for delivery next week. Mr. Noble noted that his trucks are slightly taller in height than John Yartz's trucks, so there is some roadside tree trimming that would be advantageous to having completed to avoid damage to his vehicles.
- *Road Inventory - discuss preparing in advance of budget planning* - Pat Treckman updated the Selectboard that the road erosion inventory list is now in hand, and that the Northwest Regional Planning Commission (NRPC) is willing to update the list to prioritize culverts and ditches if the annual consulting contract is renewed for the upcoming year. There was also a grant awarded for road conditions with respect to utilities which is pending completion. Member Treckman suggested that the NRPC contract be entered into for the following year and will forward the agreement to Peter Brzozowy for review.

5. Contracts/Grants/Bids

- *West Shore Road Ditching & Culvert Project - review closeout* - Work has been completed and the paperwork reconciliation and wrapup will be completed over the next week. A discussion of potholes in advance of the winter followed, many of which are the cause of poor drainage, which will be addressed to help minimize further road damage due to snow removal.
- *Roadside Tree Trimming*
 - Main Street - Bruyette's Tree Service was unreachable by phone or text and did not attend the meeting as the owner had previously committed. Mary-Catherine Graziano motioned to issue the contractor a formal letter of termination as per the original contract, seconded by Pat Treckman, all in favor. Cary Sandvig suggested the attorney draft the letter, and Chair Brzozowy will review the contract and contact the attorney. Mary-Catherine Graziano motioned to have the Town attorney draft the thirty-day contract termination letter, seconded by Pat Treckman, all in favor.
 - RFP Review - open and discuss bids, possible award - One bid was received from Richard's Tree Service, Eric Richard was present for the bid review. The bid price quoted for the work was \$400.00 per hour or \$4,000.00 per day and a review of equipment was provided. The contractor is currently working in the Town of Champlain providing the roadside tree trimming and suggested possibly trimming to 16' to ensure tractor trailers have the necessary clearance. Their crew is generally four people, working in conjunction with the town staff to address high priority areas first, noting that the work can be done on poor weather days; a flagger will be necessary whether hired by the Town or one of the four members of the tree trimming crew. Bruce Noble is marking up trees to be trimmed, and then the parties will meet to determine what Richard's schedule would be for completion. Sylvia Jensen asked if the Selectboard had prepared a list of high priority areas in advance of sending the RFP, and Rusty Spaulding indicated that he had identified high priority areas. Mary-Catherine Graziano motioned to contract with Richard's Tree Service for up to two days of work with locations to be coordinated with Bruce Noble and Rusty Spaulding prior to the onset of work, seconded by Pat Treckman, all in favor. It was noted that there is \$8,000 in the budget for tree trimming work in 2024. Eric Richard noted that there is a USDA grant available for the removal of ash trees, and suggested that it be researched. Additionally, Mary-Catherine Graziano motioned to research and hire a flagger for the pending roadwork, seconded by Cary Sandvig, all in favor.
- *Salt Shed Security Camera - progress update, possible quote review* - Cary Sandvig will make progress on this project in the next few weeks.

6. **Town Business**

- *Town Plan - discuss draft plan and proposed changes in advance of November 6th public review* - The Board reviewed the plan and there were no changes suggested by any members. Chair Brzozowy advised that the public review would be held on November 6th, at the beginning of the next Selectboard Meeting.
- *Dog Ordinance - review latest draft* - It was advised that the Vermont League of Cities and Towns (VLCT) had been contacted regarding the ordinance, and commented only that the maximum total fine that could be charged for an incident is \$800.00. Mary-Catherine Graziano will send the latest draft of the ordinance to Jim Benson for review, a copy of which will be posted on the website for the official sixty-day review period. Peter Brzozowy motioned to adopt the ordinance and begin the review period, seconded by Mary-Catherine Graziano, all in favor.
- *Selectboard Oversight - review latest draft* - Until all emails have been migrated to .GOV, a public version of the document will not be posted. In the meantime, calls for assistance will be routed to the proper contact by the Town Clerk. Pat Treckman requested that a timeline of the .GOV transition be provided by Rural Solutions, and Cary Sandvig will follow-up on this request.

7. **2025 Budget:**

- *Budget Model - review template and maintenance* - The spreadsheet for the budget has been established and will be maintained by Treasurer Mary LaBrecque. A motion to reimburse Ms. LaBrecque at a rate of \$25.00 per hour for the time necessary to work with the Selectboard on the budget was made by Mary-Catherine Graziano, seconded by Pat Treckman, all in favor.
- *Departmental Budget Requests* - The Selectboard reviewed the departments and services that would be contacted to provide budgets, and it was advised that organizations requesting appropriations would be expected to submit their requests directly. Joe Deller will contact Alburgh Rescue to begin conversations, and it is expected that the Fire Department and Sheriff's Office will send their budgets in the coming weeks. Peter Brzozowy will advise the Cemetery Commission to submit their annual request.
- *Brainstorming - 2025 projects* - Mary-Catherine Graziano proposed that the Selectboard members bring to the next meeting budget project ideas for the next budget review meeting.

8. **Other Business:** Charles Gurney was present and inquired as to the room setup and leadership participation for the Town Meeting on October 26th. The Selectboard will meet to set the Community Room on Thursday, October 24th. Mary-Catherine Graziano will circulate a low-cost solution to improve audio for the meeting. Reminder notices on social media and print advertising were discussed and will be reviewed.

9. **Adjourn:** The meeting was adjourned at 8:31 PM, motioned by Mary-Catherine Graziano, seconded by Pat Treckman, all in favor.

Respectfully submitted on 18 October 2024 -
Andrea Carbone

Peter Brzozowy, *Chair* _____

Mary-Catherine Graziano _____

Cary Sandvig _____

Joe Deller _____

Pat Treckman _____