

Regular Selectboard Meeting
6 November 2024
6:01 PM
Town Office at Isle La Motte School and via Zoom

In Attendance: Peter Brzozowy, Mary-Catherine Graziano, Pat Treckman, Joe Deller, Mary LaBrecque, Emily Klofft, Carmine Centrella, Steven Reeve, Beth Meese, Charlie Andrews

1. **Call to Order:** Meeting was called to order at 6:09 PM by Selectboard Chair Peter Brzozowy.
2. **Additions to Agenda:** A vote to approve the Town Plan could not be made during the public hearing as expected, the vote was to be made during a Selectboard Meeting; the outstanding task was announced as an addition to the agenda as the first item of discussion. At this time, Charlie Andrews joined the meeting to propose modifications to the Town Plan, but as the public review had already been closed, Chair Brzozowy advised that a change to the plan would not take place at this time. Emily Klofft from the Northwest Regional Planning Commission (NRPC) advised that changes could be made to the plan in the future, and would be subject to readoption. Mary LaBrecque requested to move the budget discussion to the beginning of the meeting; the remainder of the agenda items were expected to be reviewed quickly, so there was no change to the order of topics.
3. **Administration**
 - *Town Plan Approval* - Mary-Catherine Graziano motioned to accept the Town Plan following the public hearing, seconded by Joe Deller, all in favor. Chair Brzozowy thanked the Town Planning Commission for their work.
 - *Voting Results for Articles on 11/5 Ballot* - It was noted that both articles passed, therefore a reserve fund will be established and \$12,500 will be reserved for a pavilion in the recreation park.
 - *Approve Selectboard Meeting Minutes from 11/5* - A motion to approve the Regular Meeting meetings was made by Peter Brzozowy, seconded by Mary-Catherine Graziano, all in favor.
 - *Board of Listers - Errors & Omissions* - Two camper owners did not receive tax bills for properties that were assessed for \$30,500 and \$24,300 which will be added to the Grand List. Another camper with a value of \$8,600 was removed and will be reflected in the Grand List. The modifications were approved by motion of Mary-Catherine Graziano, seconded by Pat Treckman, all in favor.
 - *Warrants for payroll & payables* -
 - 23 October 2024 - Payroll Transfer for the Internal Revenue Service and Vermont Department of Taxes in the amount of \$696.77. A motion to approve was made by Peter Brzozowy, seconded by Pat Treckman, all in favor.
 - 23 October 2024 - Payroll in the amount of \$2,625.05. A motion to approve was made by Pat Treckman, seconded by Joe Deller, all in favor.
 - 28 October 2024 - Payables in the amount of \$33,608.47, ratification of Pat Treckman's signature. A motion to ratify was made by Peter Brzozowy, seconded by Joe Deller, all in favor.
 - 6 November 2024 - Payroll Transfer for the Internal Revenue Service and Vermont Department of Taxes in the amount of \$747.38. A motion to approve was made by Peter Brzozowy, seconded by Pat Treckman, all in favor.
 - 6 November 2024 - Payroll in the amount of \$2,956.04. A motion to approve was made by Peter Brzozowy, seconded by Pat Treckman, all in favor.
4. **Contracts/Grants/Bids**
 - *West Shore Road Ditching & Culvert Project - review closeout* - Pat Treckman and Mary-Catherine Graziano have completed all paperwork and submitted it for review and approval for reimbursement of funds.
 - *Roadside Tree Trimming* - Tree trimming will commence on Monday, November 11 for two days; in the event of rain work will begin on Tuesday, November 12. The hiring of flaggers has been delegated back to Richard's Tree Service, as the flagging company could only provide staffing for one of the two days. It is anticipated that there will be little traffic in the area of the timing, and that the tree service will provide adequate signage and flagging as necessary.

- *Salt Shed Security Camera - progress update, possible quote review* - Cary Sandvig is meeting with the Town Office alarm company representative on Monday, November 11 to discuss installation options for the salt shed area. At this time, the Selectboard proposed establishing a community sand supply at the Town Office for residents to help themselves to sand supply for home use and to eliminate what has become self-service of stock from the shed area. The mixture will be sand only, as the salt the Town purchases is not intended for driveways and is unsafe for children and pets. It was noted that keys to the sheds have been returned by John Yartz, and Bruce Noble and Rusty Spaulding are in possession of keys.

5. Roadways

- *Road Commissioner Report* - Chair Brzozowy announced that Commissioner Spaulding had completed the majority of pothole repairs on East and West Shore Road, noting that deep rivelets on East Shore have been left unfilled in order to review the situation with VTrans at a meeting scheduled on Island November 15. Mr. Spaulding has taken to his property for winterization the Town compactor. Mary-Catherine Graziano stated that an inventory and location of Town equipment should be compiled
- *Disposal of unusable materials and timbers at the salt shed and town offices* - Clean up around the sheds has been completed by Bruce Noble, and usable materials have been salvaged and placed for storage. Remaining materials from the recent culvert work will be assessed and either stored or disposed of by Rusty Spaulding. It was noted that signage no longer permitted for use may be donated or sold in the coming months, with proceeds to possibly be made available to the Recreation Department.

6. 2025 Budget:

- *Budget Requests - updates on departmental budget submissions, meeting with key service providers to discuss requests* - A review of the Sheriff contract indicates a year over year budget increase of 2.0% for the same number of hours coverage. A discussion of speeding and possible solutions was conducted, and the Board will explore the feasibility of installing seasonal rubber speed tables, as additional police coverage will not deter speeders on the Island's roads. Alburgh Rescue has yet to provide a budget for next year, nor have they provided an invoice for the 2024 payment despite a number of calls made by Treasurer Mary LaBrecque. Ms. LaBrecque advised that no payment will be made to the service provider without an invoice. Member Deller will reach out to Alburgh Rescue for the budget request for 2025.
- *Notice of Public Hearing for Town Municipal Plan* - At this time, Chair Brzozowy paused to announce that there will be a regional review of the Town Plan held by hybrid meeting on Wednesday, November 20. The announcement and meeting access information will be posted on the website.
- *Departmental Requests* - It is anticipated that the Cemetery Commission request will be received from Cathy Tudhope or Richard Middleton in the coming weeks. Status of the Recreation Department request is pending, and Chair Brzozowy noted that the majority of the playground deficiencies had been cleared following his meeting with the PACIF insurance representative. Michael Simanskas was thanked for the well head cover fabricated for the Town Office playground, which blends seamlessly with the landscape. It is anticipated that the Recreation Department request will include allowances for the open playground items, as well as better swings for infants and toddlers.
- *Annual Budget Projects - discuss member priorities for 2025* - The Selectboard reviewed priority projects for the upcoming year.
 - Pat Treckman - Tree maintenance around the Island and in the right of way will need to be budgeted annually, as will ditches and culverts which are expected to meet code by 2027; there are a number of outstanding culvert segments to replace prior to that deadline. Other priorities for Ms. Treckman are the previously noted issue of stormwater drainage on East Shore Road and upgrades to the Town Office, including heat, air conditioning, and replacement of the meeting room furniture.
 - Joe Deller - Building on Member Treckman's noted upgrades to the meeting room, Member Deller expressed his desire to see the office meeting room be converted to a purposeful space dedicated to meetings, including very user-friendly audio visual equipment and comfortable seeing. Making the hybrid meeting experience better for those participating from home will improve overall participation.
 - Peter Brzozowy - The Board Chair expressed his concern over the understaffed Town Office and discussed adding part-time staffing for specific project based tasks and for roles that require administrative support. Additionally, a technical liaison will be needed to ensure all new IT installations at the office are maintained. There is tree trimming around the Town Office to be addressed and outdoor lighting on the east and west side of the building that also needs to be improved. A discussion followed regarding where to code these items in the 2024 budget, and Mary LaBrecque will determine the location. The tree trimming around the building will be approved for this fall, and Toby Peacock will work with an electrician to determine how to change the bulbs on the exterior of the building.

- Mary-Catherine Graziano - Also interested in seeing additional administrative assistance, Member Graziano expressed her interest in expanding the support available to help the Selectboard Members with tasks that could free up their time to tackle more urgent needs. Additionally, Member Graziano would like to see the stump dump tackled in 2025. The area was originally intended for the Town to dispose of trees, but now residents have been dumping there and it is overfilled. The possibility of chipping the wood will be investigated, as well as a gate and camera, to complete a cost/benefit comparison for the Town. Member Graziano also suggested creating a five-year plan/wish list of items to help address road or land issues that may not be immediately prioritized. Signage for the Island is also a consideration as signs are in poor condition or no longer up to code; an annual signage allowance may be considered. Finally, Ms. Graziano suggested investigating the regrading of West and East Shore Roads which Pat Treckman will discuss with VTrans at their meeting scheduled for November 15; it was noted that likely all ditch and culvert work will need to be completed first. Additional discussion regarding the pavement of the two roads versus long-term maintenance associated with gravel was held, to be continued at future budget planning meetings.

7. **Other Business:** There was no other business to discuss.

8. **Adjourn:** The meeting was adjourned at 8:14 PM, motioned by Mary-Catherine Graziano, seconded by Pat Treckman, all in favor.

Respectfully submitted on 10 November 2024 -
Andrea Carbone

Peter Brzozowy, *Chair* _____

Mary-Catherine Graziano _____

Cary Sandvig _____

Joe Deller _____

Pat Treckman _____