

Special Selectboard Budget Meeting  
24 January 2025  
6:00 PM  
Town Office at Isle La Motte School and via Zoom

In Attendance: Peter Brzozowy, Mary-Catherine Graziano, Cary Sandvig, Joe Deller, Pat Treckman, Mary LaBrecque (via Zoom), Steve Mank (via Zoom), Andrew Whipple (via Zoom)

1. **Call to Order:** Meeting was called to order at 6:01 PM by Selectboard Chair Peter Brzozowy.
2. **Additions to Agenda:** There were no additions to the agenda.
3. **2025 Budget**
  - *Prior Meeting Followup*
    - Town Report Expense - A review of the 2024 expense revealed that postage associated with the mailing of the reports was included in the line item. The printing and postage expense will be budgeted together in this line item for 2025 and slightly increased due to the increased cost of postage.
    - Fuel Expense - Treasurer Mary LaBrecque confirmed that the expense for 2024 was approximately \$5,100, the majority of which was expensed to reserves held from 2023 for building expenses. The expense will be flat funded for 2025.
    - Budget Worksheet - Assistant Treasurer Steve Mank provided an overview on the updated budget spreadsheet which now includes calculations for taxes to be collected from the General Fund and Highway budgets.
  - *General Fund Revenues & Expenses Review* - A line by line review of the General Fund was conducted to confirm budget figures already confirmed and to complete pending budget discussions. Key discussions included:
    - Salaries & Wages - Due to an increased workload for Town Officials, there has been an increase in hours associated with the Assistant Town Clerk, the Assistant Treasurer, and for Selectboard Special Projects. All Salaries and Wages will be flat funded other than an increase in the hourly wage for Listers.
    - Building Management - A line item will be added to cover the salary for the building manager.
    - Recreation Department - The Recreation Department will continue to be treated in a similar fashion to the Cemetery Commission, provided an appropriation which they will then manage. This will be revised in the next budget cycle.
    - Community Room Fire Suppression System Repair - The replacement of the system has been budgeted for \$5,000.
    - Island Entrance and Town Office Signage - Despite the need for new signage, additional discussion with all parties will follow in the spring due to ensure that the relocated entrance signage is designed and placed with respect for the remains buried in the area; a budget will not be allocated at this time. A community collaboration in celebration of the 250th anniversary of the signing of the Declaration of Independence will be discussed.
    - Appropriations -
      - The Cemetery Commission will receive a total of \$7,000 in 2025, \$6,000 allocated to mowing and \$1,000 for upkeep expenses.
      - Recreation Department - There was a discussion of the Recreation Department and Listers appropriations and the correct accounting of the appropriations to ensure their funding does impact taxes. There was also a discussion of the wish list presented by the Department, and how the Town would help cover the expense for some of the major items including playground maintenance resulting from insurance reviews. Mary-Catherine Graziano suggested that the Department be funded a bit more to ensure an adaptive swing can be included in their improvements made in 2025. The Recreation Department will also be applying for grants, but additional support is needed for the Department to improve fundraising which may include support from the special projects staff to be on staff this year. The appropriation will be raised to \$4,000. A conversation of the roles of the Department versus the Town will be had during the 2026 planning.
      - Other Appropriations - There were several line items removed from organizations that had not issued requests for payment in 2024 nor requested funds in 2025. Steve Mank suggested additional funding to the Red Cross, if possible.

- Special Events - The Isle La Motte Community Organization (ILMCO) has requested funding for the payment of trash for Green-Up Day, which is no longer accepted free of charge at the Alburgh Transfer Station; \$500 will be allocated to the expense. Andrew Whipple confirmed that ILMCO is not seeking funding for Town flags this year, but may possibly request funding in 2026.
- Town Lots - The full balance of the loan due to the Board of Public Trustees will be repaid in 2025; an estimated figure for interest will be calculated and budgeted, as the payment will not be made until after taxes are collected.
- Town Planning Commission - It is anticipated that the Commission will remain intact to assist with the village designation and support as the Town buildings are assessed for use in the coming years. A budget of \$200 will be provided for public outreach.
- Mowing - As 2025 is the final year of the three-year mowing contract, the Selectboard will look to include the cemeteries and expanded scope of work to include tree trimming and leaf management when bidding the work for the next cycle. The 2025 budget will include an allowance for tree trimming and leaf management.
- Grand Isle County Sheriff's Department (GICSD) - A broader discussion of the effectiveness and benefit of the thirteen hours per week provided by the GICSD will be discussed during the upcoming year.
- Audit Expense - Member Graziano suggested the future discussion of reinstating a Board of Auditors to offset the annual cost of hiring an external auditor.
- Board of Listers - Lister payroll has been updated to reflect an hourly rate of \$20.00.
- *Highway Fund Revenues & Expenses Review* - The Selectboard reviewed the highway budget, confirming all numbers reviewed at the meeting held earlier this week. Paving + Blacktop was revised to \$4,000 on anticipated expenses associated with the two grant projects upcoming, and \$1,000 was budgeted to Engineering to cover expenses paid to the Northwest Regional Planning Commission (NRPC) for grant project support. An allowance of \$300 will be budgeted for Erosion Control associated with the grant work and \$3,000 was budgeted for a possible Road Commission. Miscellaneous Road Labor will be set at \$1,000 for use by the Road Commissioner for unplanned contractor calls to address road issues. Road Erosion Inventory will be budgeted at \$500. There will be reordering of additional line items by the accounting team to ensure new and old line items are adjacent for easy year over year comparisons.

4. **Other Business:** The Selectboard will reconvene on Sunday, January 26 at 1:00 PM to discuss the budget as it stands following today's updates.
5. **Adjourn:** The meeting was adjourned at 9:29 PM, motioned by Mary-Catherine Graziano, seconded by Pat Treckman, all in favor.

Respectfully submitted on 26 January 2025 -  
 Andrea Carbone

Peter Brzozowy, *Chair* \_\_\_\_\_

Mary-Catherine Graziano \_\_\_\_\_

Cary Sandvig \_\_\_\_\_

Joe Deller \_\_\_\_\_

Pat Treckman \_\_\_\_\_