

## **Town Of Isle La Motte**

### **Selectboard Regular Meeting Minutes**

April 2, 2025

6:00 pm at Isle La Motte Town Office and via Zoom

**Attendance:** Chair Peter Brzozowy, Mary Catherine Graziano (via Zoom), Joe Deller, Pat Treckman, Robin Martin, Sylvia Jensen, Vickie Buswell, Debra Langlois, Michael Frette, Via Zoom: Tony Menard, Kathy Lavoie, Andrew Whipple, Nelson Martelle SHKS

**Call to Order:** Chair Peter Brzozowy called the meeting to order at 6:00 pm.

### **Administration:**

- Motion made by Peter Brzozowy to accept minutes from 3/19/2025, seconded by Joe Deller. Pat Treckman will abstain due to being absent from the 3/19/2025 meeting. The Selectboard Members that were present all voted in favor, yes.
- Warrants for payroll and payables – review/approve.
  - Motion made to accept Payroll for 3/26/25 in the amount of \$4,578.31 made by Peter Brzozowy, seconded by Joe Deller, all in favor, yes.
  - Motion made to accept Payables for 3/26/25 in the amount of \$1,132.57 made by Peter Brzozowy, seconded by Joe Deller, all in favor, yes.
  - Motion to ratify signature of Pat Treckman for payables in the amount of \$9,123.26 made by Peter Brzozowy, seconded by Joe Deller, all in favor, yes.

### **Town Business:**

- Town Hall Evaluation –update by NRPC contracted architects and engineers.
  - The Old Town Hall. There are multiple options to consider for the use of the old building. The foundation is in poor condition and work to lift the Hall for a new foundation would be required. Structural repairs and plumbing and electrical work must be completed to bring the building into compliance for use. The amount of time the building has been vacated is also a trigger for complete compliance. More discussion to follow.
  - Town Office/Elementary School. Overall, the building is in good shape for meetings, gatherings, and activities. Options to repurpose the east side of the building were discussed and will be reviewed in the coming weeks.
  - The Town will be receiving slides and a written report which will be shared with residents.
- ILM 250<sup>th</sup> Anniversary of the American Revolution Resolution - sign finalization resolution. Motion made to accept and sign the finalization resolution made by Peter Brzozowy, seconded by Pat Treckman, all in favor, yes.
- Burying Yard Point - approve wording. The Chair read the wording, which is well-written and interesting, and hopefully many will enjoy reading this on the plaque to be resurrected at the head of the Island. The state limits the number of characters in the wording, which has now

been submitted for approval. Motion was made by accept the wording by Peter Brzozowy, seconded by Joe Deller, all in favor, yes.

- Purchasing + Personnel Policies – review current versions for possible revision. This has been tabled for now to give all the Selectboard Members the chance to thoroughly examine the policies.
- Elected + Appointed Town Officials – review progress filling open positions. Motion made for Karen Brunner to The Justice of the Peace by Peter Brzozowy, seconded by Pat Treckman, all in favor, yes. There were others that weren't able to be contacted if they would care to take on the job for another year. Some other vacancies have been filled. Vickie Buswell is working on this. When this list is completed, it will be written up and in the Town Office. Debra Langlois was sworn in as Selectboard Clerk.
- Selectboard Office Assistant – discuss job description. There will be more discussion on this. More thought of the reading and breakdown of jobs.
- Records Retention Policy – discuss job description. Discussion and thoughts on going through old files. Where to keep them and what can be shredded. There are files that must be kept in the Town Office. Vickie Buswell, Town Clerk, will be keeping track of those files that have to be kept in the office for so many years before shredding. Roadways files will be kept, and old files will go into the archives.
- Community Room Kitchen/Emergency Shelter – update. Peter Brzozowy is talking with GE Extinguisher on an update of the kitchen. The Town was told that the fire suppression system was obsolete, what does that actually mean? No explanation was given. Is it that we can't get parts? The Town will be given another evaluation and quote to get the kitchen up and running. The Town has reached out to a few companies and the best scenario will be voted on.
- Exterior Lighting – Update. Will Shaw will be coming to the Town Office on April 16<sup>th</sup> or 17<sup>th</sup> to check on the exterior lights for safety around the Town Office.
- Rural Solutions – recurring charge continued discussion. Cary Sandvig is handling the business with Rural Solutions. Cary was absent during this meeting. Rural Solutions business was tabled until all Selectboard Members are present.

#### **Roadways:**

- Road Commissioner
  - Weight limits for trucks traveling in ILM will be lifted 4/4/25.
  - In tracking road and roadside town items, Robin checked sections of the “seawall”. Had observed some cracking and called in Fred Bourgeois to consult. Recommendation was to have the “seawalls” inspected once a year for condition as prevention for more costly repairs down the road. Discussion with the SB concluded with a quote coming for cost of annual inspection. SB was supportive of this preventive action.
  - Presented the SB with information known and what needs to be gathered with respect to landowner Application to cross the town right of way to install a new driveway on the West Shore Road. Discussion ensued with SB and Robin to contact north side neighbor. Concern on whether a driveway that close to a neighbor's property line is permitted. Concerns about the

travel of water with a new driveway installed and how that would impact neighboring properties.

- Robin expressed concerns with water from Church Street where the road condition is currently in less than good condition and how to re-route water down Main Street to drain at the marsh. Further study and discussion needs to be done on this matter.
- Robin has been advised by the state (VTRANS) that a big grant to do culvert work is going to come out this year. She asked for consent to seek out entities to do cost analysis for the town and be ready for when the grant application comes out. SB advised Robin that she had our support and to proceed.
- Robin expressed her opinion that the town Right of Way rules/policies need to be updated. SB was in agreement and that will be on the list of things to get updated this year.
- Crack sealing of the roads as maintenance: Robin has been in touch with NICOM and they will come out to price out cost for a portion of a road designated as a "Point A to Point B".
- Discussion of brush and trees to be cut along the West Shore Sea wall. Martin Jensen was mentioned and Robin will reach out to see if he can do this work.
- Road Commission
  - Agreed to move discussion of this to the 4/16 SB meeting.
- Thank You Letter
  - Signed and to be sent to the Town of Alburgh.
  - Road Commissioner authorized to purchase orange road cones up to \$250. As appreciation to the Town of Alburgh for the loan of two steel plates on a failed culvert. Motion to make the purchase was made by Pat Treckman, seconded by Peter Brzozowy, all in favor, yes.
- Signage – Joe to contact Martin Jensen and other contractors to see about installation of missing street signs being replaced.
- Standardized Bid Documents – Pat to work on finalizing bid documents for next SB meeting and then review by the town attorney.

#### **Other Business:**

- Sylvia Jensen brought in some pictures of paintings that ILMCO and others did. The paintings depict scenes of the seasons, activities, and interesting sights on the Island. Sylvia also spoke about interest in hanging this group of paintings framed as a whole outside on the north side of the Old Town Hall. There is a bench given to the town from the Methodist Church and they would like it to be placed on the porch of the Old Town Hall. There is a large wood painting of a map of ILM that needs some repair, and Elizabeth Newton volunteered to repair the painted map, the ILMCO group would like to attach the map to the front of the Old Town Hall. In response to Sylvia's very interesting ideas brought forward to the Selectboard, unfortunately it was a little premature to do all those things now because of not knowing the results of the evaluation on the Old Town Hall. This work has been tabled until that time.

**Adjourn:** The motion was made by Peter Brzozowy to adjourn the meeting at 8:30 pm seconded by Pat Treckman all in favor, yes.

Respectively submitted by,  
Debra Langlois  
Selectboard Clerk

Peter Brzozowy Chair\_\_\_\_\_

Mary Catherine (via zoom) \_\_\_\_\_

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

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