

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: Andrew Whipple, Kathy Lavoie-NRPC, Nelson Martelle & Tony Menard-SHKS

Called 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 abstained 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 (SHKS).
 - 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 compliance work. 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 further reviewed.
 - The Town will be receiving slides and a written report which will be shared with residents.
- ILM 250th 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 – approved wording. The Chair read the wording during the meeting. The wording was well written and to the point about our Town of Isle La Motte. The wording is very interesting and hopefully many will enjoy reading this on the plaque to be erected at the head of the Island. The state allows a maximum of 765 characters, and the Historical Society went

through several meetings and iterations and carefully chose these 728 characters; the wording now goes to the state for its approval and eventually to be cast in bronze. Motion made to 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 selectmen the chance to thoroughly examine the policies.
- Elected + Appointed Town Officials – review progress filling open positions. Karen Brunner has volunteered her services to be a Justice of the Peace. Motion made to appoint her 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. Additional discussion to follow at the next meeting.
- Records Retention Policy – Discussion and thoughts on going through old files, i.e.: where to keep them; what can be shredded; what is required by statute. Vickie Buswell, Town Clerk, will be researching the requirements, creating an accurate list, and reporting her findings to the selectboard at an upcoming meeting. Once the requirements are clearly understood, the Clerk and Selectboard will coordinate keeping track of those files that need preservation and securely collect the documents that can be shredded. The town may seek to hire the “shredder truck folks” to visit ILM in the future. A Special and Specific request was made by Pat Treckman & Road Commissioner Robin Gutierrez, that ALL Road files be Preserved, regardless of the age. The usefulness of the files will ONLY be determined by the road commissioner, and old files will go into a newly created and organized archives
- Community Room Kitchen/Emergency Shelter – update. Peter Brzozowy will be talking to G&E Extinguishers for a review of the kitchen fire suppression system, and a quote for its repair. The Town was told that the system was obsolete, but not what that actually meant since no explanation was given.
- Exterior Lighting – Update. Will Shaw will be coming to the Town Office on April 16th or 17th to repair / upgrade the exterior lights 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 he returns and can present his findings.

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, speaking as a member of ILMCO, expressed interest in hanging an "ILM Life quilt" on the north side of the Old Town Hall as well as placing the bench (currently inside) on the porch and re-hanging the wooden map of ILM to the front of the Old Town Hall. She also asked for permission to paint the front of the structure in advance of the map placement. Joe Deller suggested that without knowing the safety of the Old building (because of the earlier in the

evening evaluation by SHKS) it was premature to allow that activity. This is tabled for further review.

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_____