

Town of Isle La Motte

Selectboard / Liquor Control Commissioners Regular Meeting Minutes (General)

February 4th, 2026,

PRESENT: Chair, Peter Brzozowy, Vice-Chair, Pat Treckman, Joe Deller, Mary-Catherine Graziano, Cary Sandvig, Treasurer/Lister, Mary LaBrecque, Charles Gurney, Board Clerk, Donna Bohannon

VIA ZOOM: David Wales, Town Clerk, Vickie Buswell, Andrew Whipple, Erin Gulligan, NRPC representative, Marlena Valenta, CUD representative, Mary Kay Raymond (Northwest Fiberworx)

Call to Order – Meeting was called to order at 6PM by Chair, Peter Brzozowy

Additions to Agenda – Three additions were requested as follows:

- Addition #1: Pat Treckman requested that the paperwork for a VTRANS reimbursement be signed – This was addressed under administrations.
- Addition #2: Peter Brzozowy requested that the annual road mileage report for the state be approved – this was addressed under administrations.
- Addition #3: Donna Bohannon requested on behalf of ILMCO that the Board approve a breakfast on the day of Town Meeting – this was addressed under other business.

Administration

- Approve Selectboard -
 - Peter Brzozowy motioned to approve the minutes from 01/14 (Budget) meeting as written – seconded by Cary Sandvig – all in favor – motion carried.
 - Peter Brzozowy motioned to approve the minutes from 01/20 (Budget) meeting as written – seconded by Pat Treckman – all in favor – motion carried.
 - Peter Brzozowy motioned to approve the minutes from 01/21 (Regular) meeting as written - seconded by Pat Treckman – all in favor – motion carried.
 - Peter Brzozowy motioned to approve the minutes from 01/22(Budget) meeting as written - seconded by Cary Sandvig – all in favor - motion carried.
- Warrants for payroll & payables – review/approve – Three warrants were approved as follows:
 - Warrant dated 01/28/2026 in the amount of \$4,204.86 – Peter Brzozowy motioned to approve the warrant as presented – seconded by Joe Deller – all in favor - motion carried.
 - Warrant dated 01/28/2026 in the amount of \$1,128.44 – Peter Brzozowy motioned to approve the warrant as presented - seconded by Joe Deller – all in favor - motion carried.
 - Warrant dated 01/29/2026 in the amount of \$46,608.02 – This is a ratification of Peter Brzozowy's signature – Pat Treckman motioned to ratify Peter's signature on the warrant as presented – seconded by Cary Sandvig – all in favor – motion carried.
- Liquor Licenses to be signed – per 7 V.S.A. Chapter 9 – Peter Brzozowy informed all present that two liquor license renewals needed to be approved, both for the Isle La Motte Vinyard.
 - Peter Brzozowy motioned to approve both liquor license renewals – seconded by Pat Treckman – a vote was not clear at this meeting.
 - There was some discussion about the Liquor Control Board being a separate board, therefore a separate meeting agenda needed to be warned.
 - In order to meet Open Meeting Law rules, this will be an agenda item for the Liquor Control Board and will take place before the next Selectboard meeting, currently scheduled for 02/18/2026.

- Addition #2 was addressed here – Peter Brzozowy informed all present that the annual roads mileage form, required by the State needed to be signed and sent. The milage has not changes from last year and no changes in classification were made.
 - Peter Brzozowy motioned to approve the mileage report and sign for return – seconded by Pat Treckman – all in favor – motion carried – Peter signed the mileage report.
- Ratify vote to hire Bonneville Brothers Construction for sheetrock in bathrooms –
 - Peter Brzozowy reminded all present that the sheetrock in the bathrooms needed to be done before the plumbers could finish installing the new fixtures. The Bonneville Brothers were approved to do the work but since it involved money, it needed to be an agenda item. This is a ratification of the vote from the 01/22/2026 Selectboard Budget meeting.
 - Peter Brzozowy motioned to ratify the approval to hire Bonneville Brothers to sheetrock the bathrooms for no more than \$500 – seconded by Pat Treckman – all in favor – motion carried.
- Addition #1 was addressed here – Pat Treckman informed all present that the grant paperwork for reimbursement from the State for the REI roads inventory was complete and ready for Peter to sign.
 - Pat informed all that the amount of the reimbursement would be \$3,300 – town match is \$836.
 - Pat Treckman motioned to authorize Peter Brzozowy signing the reimbursement paperwork – seconded by Cary Sandvig – all in favor – motion carried – Peter Brzozowy signed the paperwork.
- Town Office Water Damage – update the plumbing and flooring
 - Peter Brzozowy gave an update to all present about the progress being made on the work to the building.
 - Peter informed all present that the sheetrock work should be completed by Friday, 02/06/2026 so the plumbers could finish the bathrooms.
 - He also explained that the additional work in the pumproom should be done by Friday, 02/06/2026 also.
 - Peter also informed all that work on the heating system continues and a quote for the next faze of flooring work is in progress.
 - He also informed all that an estimate for the removal of cabinets and sheetrock trimming is also in progress.
 - Peter informed all that a new three-bay sink is needed in the kitchen but the one that the plumber initially offered at a discount is a corner sink and will not fit. A local person is exploring the options of an appropriate sink at a better price. – updates will continue.
 - The “flood group” will meet again on 02/10/2026 at 10AM to continue work on the repairs/upgrades.
- NRPC – Town Hall lighting & Heat Pump grant / funding updates – (MCG) –
 - Marlena Vanetta was present via Zoom to update the Selectboard on NRPC’s role in helping the town with technical assistance on funding opportunities for the two town buildings, community space upgrades and other grant opportunities that NRPC is helping to find on behalf of the town of Isle La Motte.
 - Marlena presented a “dossier” of possibilities that could be pursued by the town with the assistance of NRPC.
 - Marlena informed all present that there should be a final list of opportunities available for the town by the end of February. The list will have the available grants and opportunities for the town to utilize.
 - Peter Brzozowy asked, for clarity, if the Board will be seeing a list of opportunities by the end of February to which Marlena replied yes.
- Fiber Optics in the Islands – CUD update – Mary Kay Raymond was present via Zoom to speak about the progress being made by the CUD towards bringing Fiber Optic internet to the Island.
 - Mary Kay Raymond requested that per 1 V.S.A 313, the Board enter executive session as premature public knowledge of the information would put the CUD at a clear disadvantage.

- At 6:35PM Peter Brzozowy motioned to enter into executive session per 1 V.S.A § 313(a)(1)(A) as premature public knowledge would place the CUD at a disadvantage as indicated by Mary Kay Raymond of the Northwest Fiberworx – seconded by Pat Treckman – all in favor – motion carried – Board left the room and entered into executive session.
- At 7:03PM Cary Sandvig motioned to come out of executive session - seconded by Peter Brzozowy – all in favor – Board came out of executive session.
- The public was informed that Isle La Motte, Alburgh and Montgomery can expect to have access to fiber optic internet before the end of 2026.
- Everyone present was reminded that Northwest Fiberworx will be at Town Meeting on February 28th and will have a chance to speak to the attendees about the opportunities for connection to the fiber optic line.
- 250th Anniversary Celebration – Peter Brzozowy informed all present that there would be a meeting on 02/05/2026 from 2pm to 5pm via Zoom only for any interested parties.
 - Peter informed all present that a group of residents wanted to install a small plaque at the base of the existing plaque honoring Captain Baker. The smaller plaque would describe where Captain Baker died and where the larger plaque originated from. The same group of citizens would like to move the existing benches and replace them with benches made from stone harvested from the Isle La Motte quarry.
 - There was some discussion about the comfort of the existing benches for people wanting to sit back and enjoy the lake view, vs. benches without a back.
 - Joe Deller motioned to implement the ideas depicted in the drawing, a smaller plaque and two additional benches with the caveat that the Selectboard have the final say in the wording used on the plaque and the original benches will be moved but remain in the vicinity – seconded by Mary-Catherine Graziano – all in favor – motion carried.
 - There was some discussion about the cannon and cannon balls being refurbished in time for the 250th celebration.
 - There was some discussion about the group of interested parties as the Board wants to be sure that they are the same group that broached the subject in the past as they want to be sure there are not two separate groups vying for the same upgrades.
 - The same group of individuals that presented the sign/bench topic are interested in repairing and remodeling the Isle La Motte sign and planter.
 - This topic will be added to a future agenda for further discussion.

Town Business

- Treasurer - apply for line of credit –
 - Mary LaBrecque was present as the Treasurer to inform the Board that now would be an appropriate time to start the process for applying for a Line of Credit with the bank.
 - She informed all present that there would be no cost to the town until and if any of the money was used but that now would be the time to apply.
 - Peter Brzozowy motioned to begin the process of applying for a Line of Credit in the amount of \$100,000 – seconded by Joe Deller – all in favor – motion carried.
- Delinquent Tax Collector – Approve tax sales.

- Mary LaBrecque was present as Delinquent Tax Collector to request that the Board approve the annual paperwork authorizing her to hold tax sales in the event they were needed.
- Mary explained that this was something required by the State every year.
- Peter Brzozowy motioned to approve the signing of the paperwork authorizing the Delinquent Tax Collector to hold a tax sale if needed – seconded by Cary Sandvig – all in favor – motion carried.
- Lister – Sign tax mapping contract.
 - Mary LaBrecque was present as a Lister to ask the Selectboard to approve the annual contract for tax mapping in the annual amount of \$1,600 that was budgeted.
- Peter Brzozowy motioned to approve the contract with CAI Technologies in the amount of \$1,600 – seconded by Pat Treckman – all in favor – motion carried – Board signed the contract.
- Check writing accountability
 - Peter Brzozowy informed all present that Karen Brunner had presented to him a letter that explained she had spoke with a concerned citizen about the ability for any elected official (except the Treasurer) having check signing authority on accounts for the town without going through a background check.
 - The consensus of the Board was that the Personnel Policy and the Purchasing Policy both be reviewed and rewritten if need be.
 - This topic will continue to be on future agendas.
- Kitchen grease traps and exhaust ducts clean out – update –
 - Peter Brzozowy informed all present that the grease trap has been cleaned out and the contractor for the exhaust vents will be coming on the 16th of February to assess what is needed to do the work.
- Veterans Park Pavilion Grant Award – Plans & Timeline Update; (Quotes, Drawings, Siting, Finish)
 - There was some concern that the entire grant paperwork was not available for the Board to review.
 - Mary-Catherine Graziano will reach out to Sylvia Jensen to ask if the Board can have an extension before signing and for the entire grant agreement to be sent to the board for review.
- Work needed at Brother's – discussion – brush-hogging, cistern fill, etc.
 - Peter Brzozowy informed all present that he had not heard back from Complete Septic Services about the cost to fill in the cisterns.
 - There was some discussion about the work needed at this location.
 - This topic will be added to future agendas for further discussion.
- Lawn Mowing contract – RFP and detailed list of properties
 - The lawn mowing contract was done in 2025 and a new RFP is needed.
 - Selectboard Assistant, Donna Bohannon drafted an RFP that she will forward to the Selectboard for review/alterations.
- Auditor report – continued conversation
 - The short report has been received from the auditing firm, RHR Smith.
 - The firm asked that the Selectboard review this and return a signed acceptance within 10 days.
 - There was some concern about the short amount of time given to review and sign the acceptance letter.
 - It was agreed that Chair, Peter Brzozowy would meet with Treasurer, Mary LaBrecque and reach out to the auditors requesting an extension.
 - All five Selectboard members agreed to look over the short report to ascertain if they had questions or comments about the report.

Other Business

- Mr. Charles Gurney asked if he was to be the Town Moderator at the February 28th Town Meeting.
 - He was informed that yes, he was the Town Moderator through this election and that next year would depend on the voters at town meeting.
 - In the event that there is not a majority vote for a Moderator, since there isn't anyone on the ballot, it would be up to the Selectboard at a duly warned meeting to appoint someone for the role.
- Addition #3 was addressed here.
 - Board Clerk, Donna Bohannon, on behalf of ILMCO asked if they were going to be allowed to serve breakfast at Town Meeting.
 - It was the consensus of the Board that they could serve breakfast at Town Meeting with the following conditions:
 - They cannot use the kitchen as it isn't ready for use.
 - They can set up the space in front of the kitchen.
 - Anything they bring in, they must bring out.

Adjourn: At 8:13PM, Peter Brzozowy motioned to adjourn – seconded by Mary-Catherine Graziano – all in favor – motion carried – meeting adjourned.

Respectfully submitted by,

Donna L. Bohannon

Assistant to the Selectboard / temporary Selectboard Clerk

Peter Brzozowy Chair



MaryCatherine Graziano



Joe Deller



Pat Treckman



Cary Sandvig

