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Town of Isle La Motte
Selectboard Regular Meeting Minutes (Roads)
February 18, 2026

PRESENT: Chair, Peter Brzozowy, Vice Chair, Pat Treckman, Joe Deller, Mary-Catherine Graziano, Cary Sandvig, Assistant Town Clerk, Karen Brunner, Road Commissioner, Robin Gutierrez, Sylvia Jensen, Kathy Tudhope, Allen Hall, Frank Ember – **VIA ZOOM**: Vickie Buswell, Andrew Whipple, Erin Gilligan, Michael Simanskas, Kathy Simanskas,

Call to Order – Meeting was called to order at 6:00PM by Chair, Peter Brzozowy

Additions to Agenda – One addition was requested by Road Commissioner, Robin Gutierrez as follows:

- Addition #1: Posting of Town roads
 - ✦ Approve Selectboard minutes from 02/04/2026 (Regular meeting) – Peter Brzozowy motioned to approve the minutes from the 02/04/2026 Selectboard meeting as written - seconded by Joe Deller – all in favor – motion carried.
 - ✦ Warrants for payroll + payables – review/approve -Four warrants were approved as follows:
 - Warrant dated 02/11/2026 in the amount of \$10,553.38 – Peter Brzozowy motioned to approve the warrant as presented – seconded by Pat Treckman – all in favor – motion carried. ○ Warrant dated 02/10/2026 in the amount of \$3,273.82 - This was a ratification of Peter Brzozowy's signature - Pat Treckman motioned to ratify Peter Brzozowy's signature and approve the warrant as presented - seconded by Joe Deller – all in favor - motion carried –
 - Warrant dated 02/11/2026 in the amount of \$4,020.62 – Peter Brzozowy motioned to approve the warrant as written - seconded by Joe Deller – all in favor – motion carried.
 - Warrant dated 02/18/2026 in the amount of \$9,356.08 – This was a ratification of MaryCatherine Graziano's signature – Peter motioned to ratify Mary-Catherine Graziano's signature and approve the warrant as presented – seconded by Pat Treckman – all in favor – motion carried.
 - ✦ Town Office Water Damage – update; Approve additional Flooring Expenditure ○ Peter Brzozowy informed all present that the estimate for the epoxy flooring in the kitchen, pantry, kitchenette and bathroom off the kitchenette would be \$13,639.
 - There was a consensus of the board that reflooring with epoxy in those areas, would be a smart investment, as they are areas where water is used and it will withstand any possible future flooding as well as the extreme cleaning that will be required in the kitchen.
 - Mary-Catherine Graziano expressed her concerns over the cost to do the flooring in epoxy versus tile or laminate and suggested that the kitchenette and bathroom off the kitchenette be done in a less expensive material than lamenant. ○ Peter reiterated that it seemed vital to choose epoxy flooring wherever there was water hooked up. Joe Deller concurred with Peter.
 - Karen Brunner informed all present that Liquid Stone is able to begin work in those areas the week of February 23, 2026, if the Board agrees to move forward.
 - Karen also informed all present that Liquid Stone is working on a quote per room to complete the rest of the building in epoxy flooring.

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- The consensus of the majority of those present was that the investment would be worthwhile as the epoxy flooring has a 35-year guarantee, and that Liquid Stone will repair any damage that occurs to the floor at no cost to the town.
- Pat Treckman stated that she likes the continuity of the epoxy as well as the life expectancy of it versus that of tile or laminate.
- Karen Brunner reminded everyone present that with these areas being finished, the town would be able to use the space as an emergency shelter if one is needed.
- Pat Treckman motioned to approve the flooring work in the kitchen, pantry, kitchenette and bathroom off the kitchenette, in epoxy, work to be done by Liquid Stone at the estimated cost of \$13,639 – seconded by Peter Brzozowy – all in favor – motion carried.
- Karen Brunner will contact Liquid Stone and inform them of the decision so that work can begin.
- Peter Brzozowy informed all present that the town office water is now potable meaning that it can be used for cooking, drinking and washing dishes etc.
- ✦ 250th Anniversary Celebration – update - A. Whipple
 - Andrew Whipple was present via Zoom and informed all present that there were four items he wanted to give an update about.
 - Item #1 – Andrew informed all present that the 250th anniversary group has applied for a grant to help with the cost of the celebratory events.
 - Item #2 – Andrew informed all that there are four events that the group has discussed, one being taking part in the annual 4th of July parade on July 4th, 2026 in Alburgh, the second being August 22, 2026, commemoration day, September 19th, 2026, music and fireworks as the third date and kiosks around the island that represent the wars and the meaning of the particular area. Posters are already being created.
 - Andrew was thanked for the group's commitment to the celebration.
- ✦ Lawn Mowing contract – RFP and detailed list of properties
 - Peter Brzozowy talked about the draft RFP for lawncare, and it was agreed that there are some areas that need to be reworded as it was presented.
 - Sylvia Jensen asked if the RFP specified raking, particularly at Burying Yard Point.
 - Peter informed all present that the board will specify that either on the RFP or in person to the awarded bidder.
 - Kathy Tudhope asked if the Cemetery Commission would receive a packet when the RFP was ready for review and she was informed that they would and that they would be a part of the decision-making process for the cemetery portions of the bid packet. A paper copy will be sent to Allen Hall, and a PDF will be sent to Kathy Tudhope once completed.
- ✦ Open bids for East Shore Road project (Executive Session, if necessary)
 - Robin Gutierrez asked if the town was going to purchase the materials for the work or if the contractor would be responsible for that. Robin stated that the town should purchase the materials as it would be more cost-effective. The Board agreed with Robin.
 - Peter Brzozowy informed all present that one bid was received for the road work on East Shore. The bid was submitted by Frank Ember, representing Ember's Garden. There were five sealed bid packets as required as well as a certificate of insurance attached to the outside of the envelope.

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- There were two packets of five bids, one packet included the bid with the cost of materials and the other was without.
- The board already agreed that the town would purchase the materials so the only bid packet they would open would be the one that did not include the cost of materials.
- Peter Brzozowy informed all present that opening the bids in open meeting, giving premature general public knowledge of the bid, could place the town or the contractor at a substantial disadvantage, therefore suggested that the board enter executive session.
- At 6:50PM, Peter Brzozowy motioned to enter executive session for the purpose of contract review per . 1 V.S.A. § 313(a)(1)(A) – seconded by Mary-Catherine Graziano – all in favor – motion carried - board in executive session.
- At 7:20PM Cary Sandvig motioned to leave executive session - seconded by Peter Brzozowy – all in favor - motion carried – board out of executive session.
- Peter Brzozowy informed all present that they Board reviewed the bid packet submitted by Ember’s Garden LLC and they had some questions and needed some additional information before they could accept the bid.
- The bidder will be emailed the list of questions and additional information needed.
- Tabled until the next regular Selectboard meeting currently scheduled for 03/04/2026.

Roadways - priority business – Road Commissioner

- ✦ Clean up stump dump – Proposals from interested parties ○ Robin Gutierrez informed all present that she reached out to DJ’s Tree Service about the job but has not heard back from them.
 - Peter Brzozowy informed all present that John Yartz informed him that he won’t be able to make a better assessment of the work needed until the snow is gone.
 - Tabled to a future (spring) meeting.
- ✦ Proposed Road ordinance/policy as drafted by Planning Commission – discuss adoption (Road Commissioner) ○ There was some discussion about the proposed Ordinances/policies that were presented by the Planning Commission.
 - Robin Gutierrez and some members of the Board had additions and alterations that they felt were needed.
 - No decisions were made at this meeting, and the topic will appear on the next regular Selectboard (Roads) meeting currently scheduled for 03/18/2026.
- ✦ Town Roads and Bridge Standards – (Approve Annual agreement with State) ○ There was some discussion about the States Roads and Bridge Standards.
 - It was agreed that by adopting the State Standards, the town would be in compliance and could alter the towns standards at a later date after ample time to work on the verbiage that would be used in the towns document.
 - Cary Sandvig motioned to empower Peter Brzozowy to sign the States “Town Roads and Bridge standards” with the understanding that the town will continue to work with the Road Commissioner, Robin Gutierrez on a stricter model to adopt at a future meeting – seconded by Joe Deller – all in favor – motion carried – Peter Brzozowy signed the States “Town Roads and Bridges standards”.

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- Peter Brzozowy and Robin Gutierrez will work on a stricter model.
- ✦ Tree Removal in the ROW - rotted and dangerous trees (Latest work COMPLETED 02-12-26)
 - DJ's Tree Service was given kudos for a job well done.

there was some discussion about another round of removal, and it was agreed that this would be added to a future agenda.

- Kathy Tudhope asked if the stumps were going to be ground down and Robin Gutierrez replied that they were not going to be ground down as it would affect the integrity of the road.
- ✦ Road Signs – I. status of Needed and Promised signs; II. catalogue existing signs – (Shed relocation plan)
 - First item: I: status of Needed and Promised signs –
 - Robin Gutierrez informed all present that she would like the specifics of the sign for Lakehurst Road to be clear so the town doesn't receive a sign saying "Lake View" or some other obscure sign.
 - There was agreement that the Lakehurst sign needed to be updated and that two "25MPH" signs were needed.
 - Robin exclaimed that she did not want to be responsible for installing new signs and reiterated her previous request for a handy man to do that type of work, or that a local contractor be given the task.
 - Second item: II: shed relocation.
 - Robin Gutierrez talked about the shed in question needing a door.
 - Peter Brzozowy asked Frank Ember what he estimated it would cost to move the small shed from the town office to the salt shed.
 - Frank replied that he guessed it would be roughly \$500 to move the shed and \$2,000 to move the shed and place it on clean stone.
 - Peter Brzozowy motioned to appropriate \$500 to move the small shed from its current location at the town office to a spot next to the salt shed – seconded by Joe Deller – all in favor – motion carried.
 - Robin Gutierrez will work with Frank Ember to coordinate the move.
 - Once the shed is near the salt shed, the road sign inventory will take place.
- ✦ Addition #1: Posting of Town roads – was addressed here.
 - Robin Gutierrez informed all present that she is requesting permission to post town roads beginning March 10th and going through April 15th 2026.
 - Peter Brzozowy motioned to allow Robin Gutierrez to post the town roads starting on March 10th and continuing until April 15th, 2026 – seconded by Joe Deller – all in favor – motion carried.
- ✦ RFPs for remaining 2026 grant projects; (Status Update)
 - Joe Deller informed all present that he is waiting for more information from Kyle Grennier about the grant work.
 - Tabled until the next regular Selectboard (Roads) meeting, currently scheduled for 03/18/2026.
- ✦ Stabilize East Shore prior to grant work (projections & planning)
 - Tabled until the next regular Selectboard (Roads) meeting, currently scheduled for 03/18/2026.
 - ✦ Brother's property discussion – brush-hogging, cistern fill, storage of Town Road materials, etc.
 - Tabled unto the next regular Selectboard (Roads) meeting, currently scheduled for 03/18/2026.

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- ✦ Highway re-classification discussion: Lighthouse Point Road & Lockerby Lane (March roads meeting)
 - Tabled until the next regular Selectboard (Roads) meeting, currently scheduled for 03/18/2026.

Town Business:

- ✦ Sign Repair/Replacement at Burying Yard Point – Additional New Proposal
 - Peter Brzozowy reminded all present that a group of citizens has offered to refurbish the sign at the head of the island and replace the planter, at no cost to the town.
 - Peter informed all present that the Mason's have donated \$3,000 to do the work.
 - There is also a group of people who have volunteered to replace the wooden benches with benches made from stone harvested from the Isle La Motte quarry.
 - The existing wooden benches will remain in the same area and the stone benches will be an addition.
 - The hope is that the work could be completed before the 250th anniversary celebration.
 - Peter Brzozowy motioned to move forward with the plan to refurbish the welcome sign at the head of the island and replace the planter box with a stone planter at no cost to the town – seconded by Joe Deller – all in favor – motion carried.
 - Updates on this topic will be added to future agendas.
- ✦ Trees in power lines – VEC communication status. ○ Robin Gutierrez will continue to gather information about particular trees that are in the wires and give a list to Selectboard Assistant, Donna Bohannon so she can send it to the contact at the power company.
- ✦ Contractor / Handyman to Trim / Remove cedar trees on Quarry Road - status ○ Tabled unto the next regular Selectboard (Roads) meeting, currently scheduled for 03/18/2026.
- ✦ Power box for town shed – pursue after this winter season is over (if it ever ends!) ○ Tabled unto the next regular Selectboard (Roads) meeting, currently scheduled for 03/18/2026.
- ✦ Veterans Park Pavilion Grant Award - BGS/Recreational Facilities Grant – Review & Approve Grant agreement.
 - Pat Treckman asked if there were any updated plans, timelines or budget information for this project.
 - Sylvia Jensen informed all present that the Rec. Department is getting three estimates for everything to ensure equitable spending on the project.
 - Pat Treckman asked who the project manager is and if that will be the person working with the Treasurer on the financial aspects of the project.
 - Sylvia Jensen replied that she and Michael Simanskas will be the leads on the project.
 - Sylvia also reported that there is a conceptual design and possible location or placement of the pavilion with the hopes that construction would begin in May. ○ Pat Treckman asked who the liaison between the rec. department and the Town Treasurer would be to which Sylvia Jensen replied that she would be the liaison.
 - Pat Treckman asked about the possibility of cost over-runs and how they would be paid for if that happened.
 - Sylvia Jensen responded that the rec. department will be holding fundraisers to raise money in the event there were cost over-runs.

- - \$12,500 is the amount that the town voted to appropriate to the project and that is the only money the town will have to put into the project.
 - Cary Sandvig motioned to approve Peter Brzozowy's signing of the grant agreement – seconded by Joe Deller – all in favor – motion carried – Peter signed the grant agreement.
 - Selectboard Assistant, Donna Bohannon will scan and send the signed document to Sylvia Jensen to submit to the state.
- ✦ Auditor report – continued conversation - Sign Draft Agreement ○ Several members of the Selectboard informed all present that they reviewed the information.
- Peter Brzozowy reported that he, Treasurer, Mary LaBrecque and Assistant Treasurer, Steve Mank had a conversation with the auditors via phone call and that they consensus was that the town is doing well.
- Peter also informed all present that the auditors were in the process of finalizing the audit.
 - Cary Sandvig motioned to give Peter Brzozowy the power to sign the draft short report from the auditors – seconded by Joe Deller – all in favor – motion carried – Peter Brzozowy signed the draft short report.
 - Selectboard Assistant, Donna Bohannon will scan and return the signed document to RHR Smith and Company, auditing firm.


Other Business: One additional item was addressed here as follows:

- ✦ Sylvia Jensen informed all present that there is a CD valued at \$95,000 in the Trustees account that will be maturing in April. She explained that if the Board thinks they will need to borrow any money from the Trustees that they should start the process before then as is will auto renew if the Trustees do nothing.
- ✦ This will topic will be added to the second regular Selectboard (Roads) meeting of March, currently scheduled for 03/18/2026.
- ✦ Adjourn – At 9:20 Mary-Catherine Graziano motioned to adjourn – seconded by Joe Deller – all in favor – motion carried – meeting adjourned.

Respectfully submitted by,


Donna L. Bohannon

Assistant to the Selectboard / temporary Selectboard Clerk

Peter Brzozowy 

MaryCatherine Graziano 

Joe Deller 

~~Cary Sandvig~~
Selectboard 3-year 

Selectboard 2-year _____