

Town of Isle La Motte
Selectboard Regular Meeting Minutes (Roads)
April 22nd, 2026

PRESENT: Chair, Cary Sandvig, Vice-Chair, Peter Brzozowy, Mary-Catherine Graziano, Meredith Vincent, Road Commissioner, Robin Guterrez, Assistant Town Clerk, Karen Brunner, Cathy Tudhope, Sylvia Jensen, Vickie Buswell, Pat Treckman, Frank Boyle, Selectboard Clerk, Donna Bohannon
VIA ZOOM: Joe Deller, Michael Simanskas, Kathy Simanskas, Andrew Whipple

Call to Order – Meeting was called to order at 6:05 PM by Chair, Cary Sandvig

Additions to Agenda - Four additions were requested as follows:

- Addition #1 requested by Selectboard Assistant, Donna Bohannon – Appointment of a Tree Warden
- Addition #2 requested by Selectboard Assistant, Donna Bohannon – Appointment of CUD representatives and agreement signature needed
- Addition #3 requested by Selectboard Assistant, Donna Bohannon – Tree issue from Diane Richard – This will be added to a future agenda -
- Addition #4 – Sylvia Jensen requested to talk about the results of the lead test that was conducted on the old Town Hall building.

Administration

- Approve Selectboard minutes from 04/15/2026 (Special meeting)
 - Peter Brzozowy motioned to approve the minutes from the 04/15/2026 meeting as written – seconded by Mary-Catherine Graziano – all in favor - motion carried (Meredith Vincent was not present at the meeting so recused herself)
- Warrant for payroll + payables – review/approve – Three warrants were approved as follows:
 - Warrant dated 04/22/2026 in the amount of \$24,379.44 – Mary-Catherine Graziano motioned to approve the warrant as presented – seconded by Peter Brzozowy – all in favor – motion carried.
 - Warrant dated 04/22/2026 in the amount of \$5,487.56 – Peter Brzozowy motioned to approve the warrant as presented - seconded by Mary-Catherine Graziano – all in favor – motion carried.
 - Warrant dated 04/22/2026 in the amount of \$1,600.75 - Peter Brzozowy motioned to approve the warrant as presented - seconded by Mary-Catherine Graziano – all in favor – motion carried.
- Treasurer – sign agreement with Trustees

- This was approved at a previous meeting – Agreement was signed by the fur Selectboard members present and Joe Deller who attended via Zoom will sign the agreement on his return – Trustees have signed the agreement.

Addition #1 was addressed here– Appointment of a Tree Warden

- Chair, Cary Sandvig reached out to Richard Hill about continuing the position and he agreed to continue.
 - Peter Brzozowy motioned to re-appoint Richard Hill to the position of Tree Warden – seconded by Mary-Catherine Graziano – all in favor – motion carried. Richard Hill is the Tree Warden.
- Addition #2 was addressed here - Appointment of CUD representatives and agreement signature needed
 - It was agreed at a previous meeting that Chair, Cary Sandvig and Mary-Catherine Graziano continue to act as Board representatives to the Northwest CUD.
 - To make it official, Peter Brzozowy motioned to appoint Cary Sandvig and Mary-Catherine Graziano as Board representative to the Northwest CUD – seconded by Meredith Vincent – all in favor – motion carried.

Roadways - priority business

Road Commissioner, Robin Guterrez began by explaining to all present that she was informed that the Town of Isle La Motte has ten (10) years to get all of the town roads compliant with State regulations, to include road widths, shoulders, culverts, etc. if the town does not come into compliance within the ten years, the town could lose its ability to qualify for road grants. She informed all present that the town must get the roads compliant and maintain them to the level or above the level of remaining complaint.

- Signage – status of ordering / cataloguing replacement road signs – (Shed relocation efforts)
 - Road Commissioner, Robin Guterrez requested the Boards permission to purchase the needed road signs and to hire someone to do the installation.
 - Peter Brzozowy volunteered to install the signs at no charge.
 - There was some discussion about the signs needed and the locations for installation.
 - Robin ultimately knows what signs are needed and where they need to be installed.
- Work needed at Brother’s – discussion – brush-hogging, cistern fill, etc.
 - Road Commissioner, Robin Guterrez presented a quote from Martin Jensen about brush-hogging (ONLY) at the “Brother’s” property.
 - Peter Brzozowy motioned to approve the brush-hog work at the “Brother’s” property be done by Martin Jensen for the amount of \$850 which will cover the work being done two times through the summer – seconded by Mary-Catherine Graziano – all in favor – motion carried.
 - Robin also added that she would like to clean up the sand and stone from the edge of the roads and use it to fill the cisterns.

- Other work needed at the “Brother’s” property includes moving of large stones, filling in of the cisterns and making the area accessible for storage of town supplies.
- Robin will get quotes for the other work needed.
- This will remain on the agenda.
- Clean up stump dump – interested parties
 - Road Commissioner, Robin Guterrez informed all present that she reached out to a couple contractors about clean-up at the “Stump Dump” and one contractor was at the meeting with a quote.
 - Frank Boyle from Ember’s Garden presented a quote to the Selectboard to do some clean up at the “Stump Dump” site.
 - Plans for the metal and other items that were discussed will be discussed further as needed.
 - Peter Brzozowy motioned to approve the quote from Ember’s Garden (Frank Boyle) in the amount of \$4,300 to do cleanup work at the “ Stump Dump”– seconded by Mary-Cathernine Graziano – all in favor – motion carried.
- Power box for town shed
 - Robin Guterrez reached out to Vermont Electric Company to get a quote for the installation of a power box at the town shed but has not heard back from them. She will reach out again.
- Sand shed equipment removal
 - Road Commissioner, Robin Guterrez reported that the equipment has been moved and the salt has been delivered to the sand shed.
 - There was some discussion about moving the salt that is in the salt shed to the sand shed so the floor of the salt shed can be assessed for damages at the same time as the walls.
 - Robin will talk to Bruce Noble about moving the salt out of the salt shed temporarily.
- Pilot program - culverts
 - Road Commissioner, Robin Guterrez explained to all present that the culverts throughout the town are failing and suggested considering a program that would offer the homeowners a break in replacing them.
 - She suggested that the Town consider paying for the new culverts provided the homeowner pay the contractor for removal and replacement of the culvert at their driveway.
 - There was some discussion about where the responsibility lies for driveway culverts and it was suggested that a driveway culvert policy be enacted before offering any cost reduction or assistance to the homeowners.
 - Pat Treckman suggested looking at the Town of Panton’s policy as Panton is a comparable town to Isle La Motte.
 - Joe Deller volunteered to look at the policies from the Towns of Panton and Bolton and begin work on a policy for the Town of Isle La Motte.

- Discuss ordinances from TPC
 - There was some discussion about each of the three Ordinances that were drafted by the Planning Commission, and several suggestions/additions were made.
 - The suggestions/additions will be sent to Selectboard Assistant, Donna Bohannon, who will make the revisions and send them back to the Selectboard for review.
 - Once revisions are finalized, the Ordinances will be sent to the Town Attorney for review.
- Highway classification – requirements gathering
 - There was much discussion about this topic and concerns were raised.
 - The Selectboard informed all present that this is the information gathering stage and no decisions will be made without holding a public meeting that will be exclusively for this subject.
 - Information gathering will continue and updates will be given as information is received.
- Road Commissioner, Robin Guterrez requested to be allowed to purchase 3 loads of “wrap” or blacktop fines for projects that need it.
- She informed all present that if it is ordered tomorrow (April 23rd), it will be at cost of \$575 per load but after that it will be at the cost of \$650 per load.
- Peter Brzozowy motioned to approve the purchase of 3 loads of blacktop fines at the cost of \$575 per load – seconded by Mary-Catherine Graziano – all in favor – motion carried.

Town Business

- ✦ On-going projects
 - Town Office Water Damage – update
 - Peter Brzozowy informed all present that the painting has been completed and the baseboard trim still needs to be installed.
 - Assistant Town Clerk, Karen Brunner received three quotes for the baseboard trim work.
 - Karen Brunner informed all present that Liquid Stone will be continuing work on the floors and will attempt to cut the sheetrock along the baseboards prior to the /trim being installed.
 - Bernie Gage will finish the last few items on the plumbing and will do a walk through with Peter Brzozowy before final payment will be made.
 - This will remain on the agenda.
 - 250th Anniversary Celebration – update – P. Brzozowy / A. Whipple
 - No updates at this meeting.
- Selectboard to sign mowing contract –
 - No motion was needed or made, as the contractor has been approved at a prior meeting.
 - The contractor has already signed - Cary Sandvig signed the contract.
 - Sylvia Jensen asked that all the bid amounts be made public.
 - Peter Brzozowy informed all present that the four bids received were as follows:

- Joe's Lawn Care bid only on the cemetery mowing at a bid amount of \$9,500.
 - Boutah's Property Maintenance (the bidder chosen) bid on both the Town lands and the Cemeteries at a price of \$15,900.
The Wright Cut bid on only the Town lands at a price of \$625 per mow, which didn't meet the bid requirements.
 - Total Property Maintenance bid on both the town lands and the cemeteries at a price of \$ 14,425.25
 - The contract with Boutah's Property Maintenance was signed.
- NRPC – OML training
 - Chair, Cary Sandvig informed all present that NRPC is willing to do an in-house Open Meeting Law training.
 - The Board was in agreement that it would be a good refresher and it will be scheduled.
 - Electrical work needed – several items
 - Peter Brzozowy informed all present that several electrical issues have been discovered and need to be addressed as follows:
 - The outside lights at the entry need to be replaced with LED lights.
 - Several outlets have been found to not be working and need to be repaired.'
 - The motor for the exhaust fan in the kitchen needs to be replaced.
 - Assistant Town Clerk, Karen Brunner has a quote from Vermont Electrical Contractors for \$1,530 to complete the work.
 - Peter Brzozowy motioned to hire Vermont Electrical Contractors to come in and do the necessary electrical work – seconded by Meredith Vincent – all in favor – motion carried.
 - A.C.O. "Stray hold" discussion – Chair, Cary Sandvig
 - Chair, Cary Sandvig has not reached out to the Humane Society of Chittenden County yet but will make it a point to do so.
 - Veterans Park Pavilion – update if any
 - No updates at this meeting
 - Discuss NRPC suggested grants, projects, and collective goal setting for town hall improvement
 - Tabled to a future meeting.
 - Continue Noise Ordinance discussion
 - Tabled to a future meeting.
 - Personnel Policy discussion/finalization
 - Tabled to a future meeting.
 - Grant policy discussion

- Tabled to a future meeting.

Mary-Catherine Graziano

- Auditor report – (discussion as necessary)
 - Mary-Catherine Graziano will arrange for the auditing firm to visit via Zoom at the May 6th Selectboard meeting

Addition #4 was addressed here –

- Sylvia Jensen explained to all present that she and Mary-Catherine Graziano conducted lead testing at the old Town Hall building.
- The results of the lead test that was conducted indicated that there was not a of lead on the front of the building, where the mural and bench would be placed but that there is a presence of lead on the sides of the building.
- Sylvia would like to have the Boards permission to scrap and paint the front of the building in preparation of the 250th celebrations.
- Mary-Catherine Graziano motioned to allow Sylvia Jensen to scrap and paint the front of the old Town Hall while wearing protective gear to minimize any possible lead contamination – seconded by Meredith Vincent – all in favor – motion carried.

Other Business - No other business was brought before the Board

Adjourn – At 9:05 PM Peter Brzozowy motioned to adjourn – seconded by Meredith Vincent – all in favor – motion carried – meeting adjourned.