

Town of Isle La Motte

Selectboard Regular Meeting Minutes (Roads)

March 18, 2026

PRESENT: Chair, Cary Sandvig, Vice-Chair, Peter Brzozowy, Joe Deller, Mary-Catherine Graziano, Meredith Vincent, Treasurer/Lister, Mary LaBrecque, Assistant Clerk, Karen Brunner, Cemetery Commissioner, Michelle Jarvis, Cathy Tuudhope, Cemetery Commissioner, Allen Hall, Road Commissioner, Robin Gutierrez, Board Clerk, Donna Bohannon – VIA ZOOM – Andrea Carbone, Vickie Buswell, Michael Simanskas, Kathy Simanskas, Andrew Whipple, Pat Treckman, Michael ????, Sylvia Jensen, Erin Gilligan

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

Additions to Agenda - Five additions were requested as follows:

- Addition #1. – Cary Sandvig requested to talk about jetting the drains in the office – Discussed under Administration – Town Office water damage.
- Addition #2. – Andrew Whipple requested to talk about the wording for the Baker Plaque – Discussed under Administration – 250th Anniversary Celebration.
- Addition #3. – Board Clerk, Donna Bohannon requested to add an update on the 2026 Grants in Aid paperwork – Discussed under Roadways – after Grants in Aid FY27 Letter of Intent.
- Addition #4. – Road Commissioner, Robin Gutierrez requested to talk about ditching, beavers and ice at the seawall – Discussed under Roadways – after Highway reclassification.
- Addition #5. – Peter Brzozowy requested to talk about creating a Noise Ordinance – Discussed under Other Business.

Administration

- Approve Selectboard minutes from 03/04/2026 (Regular meeting), 3/9/2026 (Liquor meeting), and 3/10/2026 (Special meeting) All Minutes were approved as follows:
 - 03/04/2026 (Regular meeting) – Peter Brzozowy motioned to approve the minutes as written - seconded by Joe Deller – all in favor - motion carried.
 - 03/9/2026 (Liquor meeting) - Peter Brzozowy motioned to approve the minutes as written - seconded by Joe Deller – all in favor - motion carried.
 - 03/10/2026 (Special meeting) - Peter Brzozowy motioned to approve the minutes as written - seconded by Joe Deller – all in favor - motion carried.
- Warrant for payroll + payables – review/approve – Four warrants were approved and one warrant from the previous meeting was amended as follows:
 - Warrant dated 03/04/2026 was ratified to be the amount of \$4,619.89 instead of the \$4,142 that was stated at the meeting of 03/04/2026 – Peter Brzozowy motioned to ratify the amount of the warrant to be correct at \$4,619.89 – seconded by Joe Deller – all in favor – motion carried.
 - Warrant dated 03/11/2026 in the amount of 5,200.46 – Peter Brzozowy motioned to approve the warrant as presented - seconded by Joe Deller – all in favor - motion carried. ○ Warrant dated 03/11/2026 in the amount of \$2,097.07 – Peter Brzozowy motioned to approve the warrant as presented - seconded by Joe Deller – all in favor - motion carried. ○ Warrant dated 03/18/2026 in the amount of \$8,739.35 - Peter Brzozowy motioned to approve the warrant as presented - seconded by Joe Deller – all in favor - motion carried.
 - Warrant dated 03/10/2026 in the amount of \$17,733.10 – This is to ratify Cary Sandvig's signature – Peter Brzozowy motioned to approve ratification of Cary Sandvig's signature – seconded by Joe Deller – all in favor – motion carried.
- Form PVR-4155 (Certificate of no appeal or suit pending) -Annual report needs to be signed. (Lister) ○ Lister, Mary LaBrecque explained that this form was required to be signed annually by both the Selectboard and the Board of Listers, affirming that there are no appeals or suits pending regarding the Grand List.
 - Meredith Vincent made a motion to approve the Selectboard signing the Form PVR-4155 – seconded by MaryCatherine Graziano – all in favor - motion carried – The form was signed.
- Town Office Water Damage – update ○ Peter Brzozowy informed all present that Assistant Clerk, Karen Brunner, has done a lot of work to secure quotes for different flooring options for the remaining rooms that will be used for Town Office purposes.
 - The quotes ranged from \$40,500 to \$83,341.36

- The quote from Liquid Stone to finish the floors in epoxy, was \$47,722.50. This includes all materials, labor and the removal of everything on the floors (cabinets, bookshelves and anything else that needs to be moved).
- The quote from Lee Flooring to finish the floors in Vinyl Plank, which would be installed over the existing flooring was \$40,500 and included the materials and labor but not the removal of any cabinets, bookshelves or anything else.
 - The quote from Essex Flooring to finish the floors in Vinyl Plank after removing the existing flooring was \$83,341.36 and included the materials and labor but not the removal of any cabinets, bookshelves or anything else.
- After a brief discussion and weighing the pros and cons of the options, Peter Brzozowy motioned to hire Liquid Stone to finish the flooring in epoxy in the rooms that will be utilized for Town purposes in the amount of \$47,722.50 – seconded by Joe Deller – all in favor - motion carried.
- Assistant Clerk, Karen Brunner will inform Liquid Stone of the Boards decision and coordinate the work.
- Peter Brzozowy informed all present that the kitchen walls have been painted. Jeremy Oliver was hired to do the work and submitted a quote for painting the remaining rooms. He broke the quote into three sections, each under \$10,000.
- To paint the Community Room, two bathrooms, the hall off the Community Room, the utility room and the pantry would be \$7,750. This included prepping, priming and painting two coats on all of the walls and the ceiling of the Community Room and he would be available to do the work starting on Wednesday, March 25th.
- Peter Brzozowy motioned to hire Jeremy Oliver to paint the rooms described for the amount \$7,750 – seconded Meredith Vincent – all in favor – motion carried.
- There are two remaining sections that will need to be painted but the Board would like to get a couple comparable quotes before making a final decision on the remaining painting.
- Michael Simanskas asked about the sheet rocking that needed to be done where the water fountains were.
- Peter Brzozowy informed him that there were a couple of people that volunteered to do the work.
- Addition #1 was addressed here – Chair, Cary Sandvig requested to talk about jetting the drains in the office.
 - Karen Brunner obtained a quote from Chad Littlefield at Complete Septic Services in the amount of \$475 to jet the two drains in the building.
 - Peter Brzozowy informed all present that the drains were not working and that was a contributing factor to the flooding last year.
 - Meredith Vincent motioned to hire Complete Septic Services to jet the drains for the amount of \$475 – seconded by Joe Deller – all in favor – motion carried.
 - Assistant Town Clerk, Karen Brunner will contact Chad at C.S.S and schedule the work.
- 250th Anniversary Celebration – update – P. Brzozowy / A. Whipple
 - Addition #2 was addressed here – Andrew Whipple requested to talk about the wording for the Baker Plaque.
 - Andrew Whipple informed all present that the 250th group is requesting that the wording for the plaque be approved as was read into the record by Peter Brzozowy as follows:
 - *"The Vermont Society of Sons of the American Revolution relocated this plaque from Noyan, Quebec, Canada in 2024 to continue honoring the memory of Captain Remember Baker and his contributions to freedom during the Revolutionary War."*
 - There would also be a map showing the areas relevant to the movement of the monument.
 - Peter Brzozowy motioned to approve the wording as read into the record – seconded by Joe Deller – all in favor – motion carried.
 - Andrea Carbone asked about the map that is being stored at the old Town Hall and the possibility of displaying on the outside of the old Town Hall.
 - She also requested that the building be prepped (sanded or pressure washed and then repainted) before installing the map.
 - There was some discussion about the possibility of there being an issue of lead paint on the building and how that could have an impact on the health of people working on the building as well as the nearby waterway.
 - Sylvia Jensen volunteered to test the paint for lead. She has a test kit for that purpose.
 - Andrea Carbone presented the idea of three more fund-raising activities for the 250th Celebration.
 - The first idea is a grant that will be opening from the Vermont Community Foundation. It is an Arts and Social Cohesion grant that involves two parts. The first part is a Letter of Intent with a scope of work and if chosen, a formal grant submission. The 250th group is seeking Selectboard approval to move forward on applying for this grant.
 - The second fund raising idea is raising money through “crowd funding” such as “Go Fund Me”. The funds would flow through the Treasurer, Mary LaBrecque.
 - The third fundraising idea that the 250th group would like to explore is a coin drop.
 - Peter Brzozowy motioned to allow the 250th group to continue to explore all three fund raising activities – seconded by Joe Deller – all in favor – motion carried.

□ The three fund raising ideas will be included on the April 1st, 2026 meeting agenda for further discussion.

- Positions needing reappointment ○ Posting locations (3) – Peter Brzozowy motioned to make the three posting locations as follows: The Town Office, The Post Office, and the bulletin board on the outside at The Happy Bird/Embers Garden – seconded by MaryCatherine Graziano – all in favor – motion carried.
 - Social Service worker – No nominations - this seat will remain open ○ Forest Fire Warden – No nominations - this seat will remain open ○ Health Officer – No nominations - this seat will remain open
 - Vermont Green-up Chair – Peter Brzozowy motioned to nominate Alex Montagne (ILM Community Organization) as Vermont Green up Chair – seconded by Joe Deller – all in favor - motion carried.
 - Planning Commission – Peter Brzozowy motioned to nominate Mary-Catherine Graziano and Sylvia Jensen to represent the Northwest Regional Planning Commission – seconded by Joe Deller – four in favor – one (MaryCatherine Graziano) abstained – motion carried.
 - Emergency Management Director – Peter Brzozowy motioned to nominate Carmine Centrella as temporary Emergency Management Director - seconded by Joe Deller – all in favor - motion carried. ○ Northwest Solid Waste – Joe Deller motioned to nominated Robin Gutierrez as temporary Northwest Solid Waste representative – seconded by Mary-Catherine Graziano – all in favor – motion carried.
 - State Ethics Commission – Joe Deller motioned to nominate Meredith Vincent as State Ethics Commission representative - seconded by Peter Brzozowy – all in favor – motion carried.
 - Paper of Record – Peter Brzozowy motioned to use the Islander Newspaper as the paper of Record – seconded by Joe Deller – all in favor – motion carried.
- As discussion took place around a Northwest Solid Waste Management District representative, Michelle Jarvis informed all present that there is dumping of garbage taking place on Quarry Rd. and Bruley Rd. and wanted to bring it to the attention of the Selectboard.
 - Board Clerk, Donna Bohannon recalled that NWSWD at one time had a person that would go out to a town and investigate the dump site and take action if the offender could be discovered.
 - Donna will reach out to NWSWD to ask if there is still a person that will do that.
 - The Board would like to run an ad, asking for volunteers to fill the seat of Emergency Management Director and a permanent NWSWD representative.
 - Selectboard Assistant, Donna Bohannon will draft an ad for the positions.

Roadways - priority business

- Question about previous tree removal on Bruley Rd. (Michelle Jarvis) ○ Michelle Jarvis corrected that address to be Quarry Rd, NOT Bruley Rd.
 - Michelle asked all present if the stumps left from the tree removal were going to be ground down as they are an eyesore and in her opinion could be a potential danger to the snowplow. ○ The Board agreed that the stumps were an eyesore, but that compared to the dangerous trees, they were not a threat to peoples safety and that it was not in the budget to remove the stumps.
 - Allen Hall echoed Michelles question and requested that if the stumps on Michelles property on Quarry Rd. be removed, the same happen at the Cemetery on Bruley Rd.
 - Joe Deller reiterated that it was not general practice to remove the stumps, only the dangerous trees as it would be an additional cost that was not budgeted for.
 - The Board agreed that they would try to budget for stump removal in the 2027 budget if possible.
 - There was some discussion about planting trees to replace the ones that have been removed but no decision was made.
- Grants in Aide letter of intent (FY27) ○ The annual Grants in Aide letter of intent for FY'27 was presented to the Board for consideration and to be signed. ○ The letter of intent is just stating that Isle La Motte intends to participate in the 2027 Grants in Aid program.
 - Peter Brzozowy motioned to sign the FY'27 Grants in Aid Letter of Intent - seconded by Joe Deller – all in favor – motion carried. Chair, Cary Sandvig signed the Letter of Intent.
 - Addition #3. Was addressed here – Board Clerk, Donna Bohannon requested to add an update on the 2026 Grants in Aid paperwork – Discussed under Roadways.
 - Road Commissioner, Robin Guitierrez informed all present, that she had presented two areas on Main Street, to Joe Flynn from VTRANS but that they did not meet the criteria for the Grants in Aid grant.
 - Robin reported that the new area that she presented and does meet the criteria is at the bottom of Nobles Hill Rd where the steel plates have been placed.

- She reported that to do the job and do it the right way, it may be an additional cost of about \$500 but to prevent sediment from running into the lake they would need to pump the water away from the culvert while they do the work.
- Peter Brzozowy asked if there a larger culvert was needed and Robin said that no, they would add a stone “box” that would filter the water.
- All were in agreement that the job should be done correctly and well.
- Signage – status of ordering / cataloguing replacement road signs – (Shed relocation efforts) ○ Road Commissioner, Robin Guterrez reported to all present that she is trying to confirm the proper wording for the sign at the entry to Lakehurst. She will reach out to the owners to confirm the correct label. ○ Robin also reported that the shed has been moved to the grounds near the salt shed and that there is still some work to be done on the building and the base, but that it was moved easily and is now in place.
- Work needed at Brother’s – discussion – brush-hogging, cistern fill, etc. ○ Robin Guterrez informed all present that there is a lot of cleanup to be done at this site and suggested contacting Martin Jensen about brush-hogging the area.
 - Mary-Catherine Graziano motioned to ask Martin Jensen to brush-hog the Brothers property for up to \$2,000 – seconded by Joe Deller – all in favor – motion carried.
 - Robin will reach out to Martin Jensen about doing the brush-hogging.
 - It was noted that an adjoining property owner has been mowing what appears to be a portion of the Brothers property.
 - The property line needs to be established, and the appropriate measures taken to ensure that the Brothers property isn’t being encroached upon.
 - This topic will continue to be discussed.
- Highway classification status discussion: Lighthouse Point Road & Lockerby Lane (March roads meeting)
 - Peter Brzozowy informed all present that this was being discussed as the two roads mentioned do not conform to State regulations to be classified as Class 3 roads.
 - Michael Simanskas asked what is driving the need to reclassify the roads. He also expressed his concerns about reclassifying Lighthouse Point as he feels it would “landlock” the residents on the road.
 - It was explained that it would not landlock the residents on the road, but that they would be responsible for maintaining the road when it gets reclassified.
 - There was some discussion about why this is on the agenda, and it was stated that it is still being explored. No decisions have been made.
 - This topic will continue to be discussed at future meetings. ▪ Annual seawall inspection and assessment of West wall at salt shed. ○ Road Commissioner Robin Guterrez explained to all present that the west wind is pushing the seawall and that it needs to be inspected on an annual basis.
 - Robin has reached out to BP Concrete, but Fred has not responded yet.
 - Selectboard Clerk, Donna Bohannon lives near Fred Bourgeois and will stop and talk to him about inspecting the seawall and the West wall of the salt shed.
- Addition #4 was addressed here – Road Commissioner, Robin Gutierrez requested to talk about ditching, beavers and ice at the seawall.
 - Robin suggested that the funds allocated for ditching on Main Street be reallocated to repair the West Shore as it was more crucial than the Main St. issues.
 - Peter Brzozowy motioned to empower Road Commissioner, Robin Guterrez to concentrate on West Shore instead of Main Street based on urgency – seconded by Joe Deller – all in favor – motion carried.
 - Robin noted that there are beavers in several locations in the town and that they can potentially cause structural damage to the roads.
 - There was some discussion about methods to prevent beavers from endangering the roads, including the use of a device that will allow the beavers to do what they do but will protect the roads.
 - Peter Brzozowy motioned to empower Road Commissioner Robin Guterrez to contact Fish and Game about supplying and installing the beaver device – seconded by Joe Deller – all in favor – motion carried.
 - Robin will reach out to Fish and Game about installing the device.

Town Business

- Lawn Mowing contract – RFP and detailed list of properties – date to publish?
 - Peter Brzozowy motioned to release the RFP for lawn care ASAP – seconded by Joe Deller – all in favor – motion carried.
 - Selectboard Assistant Donna Bohannon will advertise the RFP for lawn care.
- Decision about Google Meets vs .Teams vs. Zoom ○ This was tabled to a future meeting.

Other Business


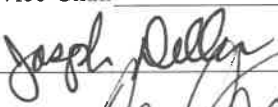
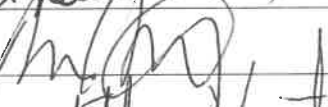
- Addition #5. – Peter Brzozowy requested to talk about creating a Noise Ordinance.
 - Peter Brzozowy suggested enlisting the Planning Commission to assist with creating a Noise Ordinance.
 - This will be added to the next regular agenda, currently scheduled for 04/01/2026 .

Adjourn – At 8:40PM Peter Brzozowy motioned to adjourn – seconded by Joe Deller – all in favor – motion carried – meeting adjourned.

Respectfully submitted by,

Donna L. Bohannon

Assistant to the Selectboard / Selectboard Clerk

Cary Sandvig - Chair 
Peter Brzozowy – Vice-Chair _____
Joe Deller 
MaryCatherine Graziano 
Meredith Vincent 