

Town of Isle La Motte
Selectboard Regular Meeting Minutes (Roads)
May 20th, 2026

PRESENT: Chair, Cary Sandvig, Vice-Chair, Peter Brzozowy, Joe Deller, Meredith Vincent, Road Commissioner, Robin Guterrez, Selectboard Clerk, Donna Bohannon, Peter Murray, Michelle Murray. **VIA ZOOM:** Mary-Catherine Graziano, Michael, Erin Gilligan, Pat Treckman, Carmine Centrella

Call to Order – Meeting was called to order at 6:01 PM by Chair, Cary Sandvig

Additions to Agenda – Four additions were requested as follows:

- Addition #1 - Clerk, Donna Bohannon requested the addition of approval of minutes from 05/06/2026
- Addition #2 - Vice-Chair, Peter Brzozowy requested the topic of tire disposal day as an addition.
- Addition #3 - Vice-Chair, Peter Brzozowy requested to add the topic of State Police fee as an addition.
- Addition #4 – Road Commissioner, Robin Guterrez requested to add the topic of a sign for Lakehurst.

Administration

- Additon #1 was addressed here – Approval of minutes from 05/06/2026.
 - Chair, Cary Sandvig informed all present that Michelle Murray requested her statement be included in the minutes.
 - Clerk Bohannon asked if she could reiterate the statement, so the wording was correct.
 - Michelle informed all present that it was in the transcript.
 - Clerk Bohannon stated that she would read the transcript and listen to the meeting for the correct wording.
 - Vice-Chair, Peter Brzozowy requested to see the statement before the minutes will be approved.
 - These minutes will be on the agenda for the 06/03/2026 meeting for approval.

Approve Selectboard minutes from 04/15/2026 (Special meeting)

- Mary-Catherine Graziano informed all present that there was a motion missing from the minutes, more precisely, the motion for addition #1, conversation about the purchase of desks.
- Selectboard Clerk, Donna Bohannon will make the revision.
- These minutes will be on the agenda for the 06/03/2026 meeting for approval.
- Warrant for payroll + payables – review/approve – Three warrants were presented for approval as follows:
 - Warrant dated 05/20/2026 in the amount of \$5,377.99 – Peter Brzozowy motioned to approve the warrant as presented - seconded by Joe Deller – all in favor – motion carried.
 - Warrant dated 05/20/2026 in the amount of \$1,524.76 – Peter Brzozowy motioned to approve the warrant as presented - seconded by Joe Deller – all in favor – motion carried.

Warrant dated 05/18/2026 in the amount of \$411,059.95 – Peter Brzozowy motioned to approve the warrant as presented - seconded by Joe Deller – all in favor – motion carried.

Roadways - priority business

Additon #4 was addressed here –

- Road Commissioner, Robin Guterrez informed all present that she order a sign for Lakehurst Campground and that she paid for it with her credit card.
- The sign will be delivered to her house and she will install it.
- Robin will put in a request for reimbursement to the Treasurer, Mary LaBrecque.
- Robin also informed all present that the 45 MPH speed signs are still in the works.

- Budget/paving -
 - Road Commissioner, Robin Guterrez informed all present that she did not see where any funds had been budgeted for blacktopping but that she recalled a conversation about it.
 - Some of the Selectboard members also recalled that conversation but could not recall including it in the budget.
 - This will be researched by the Board and the Selectboard Assistant to determine why it was not included in the budget.
 - This will be discussed at a further meeting.
- 2026 grants – updates/information
 - Road Commissioner, Robin Guterrez informed all present that the Scope of Work for the Better Roads Grant for work on the East Shore has been modified and additional work added to it.
 - Robin explained the modifications/additions and how that effects the grant.
 - The quote for the original Scope of Work was less than the grant awarded to the Town so it will cover the additional work that is needed.
 - The contractor has been informed of the changes.
 - Board Assistant, Donna Bohannon was asked to inform Treasurer, Mary LaBrecque that payment of bills exceeding the original quote have been approved.
- \$10,000 ditching budget
 - Road Commissioner, Robin Guterrez informed all present that the funds budgeted for ditching were originally going to be used on Main Street but that she has since found several areas on that are in more of a need than Main Street, so she will be using the ditching budget to address those problem areas.
- Eric Brown / Google Earth
 - Vice-Chair, Peter Brzozowy informed all present that he had a conversation with Eric Brown on May 7th, the day after the previous regular Selectboard meeting.
 - Peter informed Mr. Brown that he would be receiving a cease and desist order from the town and why.
 - Peter explained that the conversation was cordial and that it seemed like both Mr. Brown and the town have the same priority about the job being done properly.
 - Road Commissioner, Robin Guterrez explained to all that she had gone down to Peter Murrays shoreline to assess what might need to be done in order to shore up the road and avoid erosion of the road.
 - Robin suggested Gambian baskets to shore up the bank and explained that there are plenty of stones on the shore to fill the baskets but it would take manpower as there isn't a way to get a machine to do the work without further compromising the stability of the road.
 - Robin also suggested that Mr. Brown be asked to NOT remove the small pine trees that are starting to grow on the banks of his shoreline to help keep the roads stable.
 - Robin noted that it appeared that Mr. Brown, in the past, had brought his boatlift over the guardrails to bring it down to the shore. She suggested that he be asked not to do that, also to prevent compromising the bank.
 - Peter Murray suggested that the Selectboard look at the existing Vegetation Ordinance and apply it to any shoreline issues.
 - Peter Murray also suggested that the Selectboard talk to Mr. Brown sooner rather than later about not bringing his boat lift over the guardrails.

- Road Commissioner, Robin Guterrez informed all present that she would like to reach out to Eric Brown and meet with him to talk about the Gambian boxes and about not bringing his boat lift over the guardrails.
- Peter Brzozowy will reach out to Eric Brown and arrange a visit with Robin, Mr. Brown and himself.
- Joe Deller is drafting the letter asking Mr. Brown to stop what he is doing at his property and will send the draft to the other board members for review before it is sent to Mr. Brown.
- Road Commissioner, Robin Guterrez explained that she knows someone, Aaron, that can visit the area in question and find the proper grade for installation of the culvert for Mr. Browns driveway.
- Robin is seeking the Selectboards approval to ask Aaron to come out and determine the proper pitch.
- Peter Brzozowy motioned to authorize Robin to reach out to Aaron and ask him to come out and find the proper grade (pitch) for the culvert at Mr. Browns driveway to ensure proper waterflow – seconded by Joe Deller – all in favor – motion carried.
- Right of Way cleaning debris for mowing
 - Robin Guterrez explained to all present that she received a letter from Total Property Maintenance about the debris in the ditches and provided TPM provided a quote for removing trees and branches.
 - The quote that from Total Property Maintenance was a two option quote. Option one being the trees and branches would be removed and chipped on site and the chips would stay at the site and option two was that the branches would be hauled away at the towns expense for disposal.
 - There was some discussion about where in the budget this would be paid from and it was agreed by all that it could come out of the tree and brush removal line expense.
 - Peter Brzozowy motioned to hire Total Property Maintenance to clear the debris at the roadsides for the sum of \$2,600 – seconded by Joe Deller – all in favor – motion carried.
 - Robin Guterrez will inform Martin Jensen of TPM that he was awarded the job.
- Road grading
 - Robin Guterrez explained to all present that she suggests splitting the West Shore grading into two sections and asking for a two-year contract for the bid proposals.
 - Section A will be completed this year, and section B will be completed next year.
 - This two-year project would be expanding and taking back the roads to what they should be by pulling up the sod on the edge of the roads and windrowing the seeds and grass into the center of the road for removal.
 - For this year, section B would be maintained and then would receive the same treatment next year that section A received this year.
 - The goal is that after next year, the road can simply be maintained properly.
 - Robin would like to draft a request for bids for this two-year project.
 - Peter Brzozowy motioned to authorize Road Commissioner, Robin Guterrez to draft a request for bids for a two-year contract for road grading – seconded by Joe Deller – all in favor – motion carried.
- Update on East Shore stabilization
 - There was some discussion about potential grants to further stabilize East Shore Road.
 - Robin Guterrez explained that where the road was stabilized last year will last for several more years and that there are other roads on the Island that are in a greater need of repairs and where grant money would be of better use.
- Work needed at Brother's – discussion – brush-hogging, cistern fill, etc.
 - The brush hogging has been completed, and the septic tanks still need to be filled

- There was some discussion about the number of septic tanks that are on site (it is believed that there are four) and the condition that they are in.
 - This topic remain on the agenda until the work is complete.
- Clean up stump dump – Update
 - This job has been completed.
- Power box for town shed – Update
 - Robin is still waiting to hear from the electric company.
- Approve contract for Handy Man
 - There were several sections that Selectboard Assistant, Donna Bohannon asked for clarification on.
 - The Board clarified those areas and the changes will be made.
 - Chair, Cary Sandvig motioned that once the changes are made, Frank Boyle can come in and sign the contract on behalf of Embers’ Garden and then Cary Sandvig can come in and sign o behalf of the Town – seconded by Peter Brzozowy – all in favor – motion carried.
- Sign storage shed foundation - Update
 - Robin Guiterrez reported that the foundation is done and that she will put a tarp over the roof and start putting signs in it.
- Robin Guiterrez explained to all present that the salt shed still needs to be repaired.
- Robin will enlist someone to move the salt out of the building so the floor can be assessed at the same time as the walls.
- This topic will be on a future agenda.

Town Business

Addition #2 was addressed here

- Vice-Chair, Peter Brzozowy explained to all present that the tire collection was going to take place on Saturday and he reiterated the details of quantity, size and hours they would be accepted.
 - Meredith Vincent informed all present that her husband volunteered to help and will provide the town with a volunteer form.
- Addition #3 was addressed here.
 - Peter Brzozowy explained to all present that the State Police charge a \$50 fee to respond to an alarm at the town office.
 - He also informed all that last year, they charged two \$50 fees, one for the school building and one for the old town hall.
 - Peter would like to have the Boards approval to talk to the State Police office to have the old town hall removed from their list.
 - Peter Brozowy motioned to authorize himself to talk to the State Police on the tows behalf to have the old town office building removed from their list – seconded by Meredith Vincent – all in favor – motion carried.
- Open property rental bids
 - No bids were received.
 - Selectboard Assistant/Clerk, Donna Bohannon stated that she would give the Town three hundred dollars for the season.
 - Peter Brzozowy motioned to accept three hundred dollars from Donna Bohannon for the seasonal rental of the town property on West Shore seconded by Joe Deller – all in favor – motion carried.
- On-going projects
 - Town Office Water Damage – update
 - Peter Brzozowy informed all present that the final phase of flooring has been started and should be done by the next week.

- Peter also reported that one quote for the molding has been received and a second quote is expected.
- Chair, Cary Sandvig asked if the plumbing was completed.
- Peter Brzozowy informed all present that there is one area in one of the bathrooms that still needs to be finished and then he will sign off on the job.
- 250th Anniversary Celebration – update – P. Brzozowy / A. Whipple
 - Peter Brzozowy informed all present that the Kiosks have been placed and that the 250th group is exploring options to add to them in order to make them more visible in passing.
- ○ Finalize Ordinances from TPC
 - Town Roads, Bridges and Culverts Ordinance
 - Several adjustments were suggested
 - This topic will be on the next regular Selectboard meeting currently scheduled for June 3rd, 2026.
 - Right of Way Ordinance for Town Roads
 - Several adjustments were suggested
 - This topic will be on the next regular Selectboard meeting currently scheduled for June 3rd, 2026.
 - Signage Ordinance
 - Several adjustments were suggested
 - This topic will be on the next regular Selectboard meeting currently scheduled for June 3rd, 2026.
- Electrical work needed – several items – update
 - Donna Bohannon reported that the contractor was on site today and that he was going to replace the motor on the exhaust fan and that he was going to install lights on the outside of the building.
 - Peter Brzozowy explained that the contractor didn't have the correct lights for the outside and that he would have to return a different day to complete the work.
- Charge Homestead penalty for not?
 - Peter Brzozowy explained to all present that each year the Selectboard needs to decide if they are going to charge a penalty for late homestead filing.
 - Peter Brzozowy motioned to waive the late homestead filing fee for 2026 – seconded by Joe Deller – all in favor - motion carried.
- A.C.O. “Stray hold” discussion – update
 - Animal Control Officer Jim Benson has not received a contract.
 - Tabled to a future meeting.
- Veterans Park Pavilion – update if any
 - No definitive update at this time.
- Begin planning old town hall open house/presentation

Other Business

- Chair, Cary Sandvig reported that he has received a quote for Rural Solutions for five computers at the cost of \$1,140 per computer for a total cost of \$5,700. This expense has been budgeted and voted on.

Adjourn - At 8:56 PM 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 _____