

Town of Isle La Motte

Selectboard Regular Meeting Minutes

July 8th , 2026

PRESENT: Chair, Cary Sandvig, Vice-Chair, Peter Brzozowy, Joe Deller, Mary-Catherine Graziano, Meredith Vincent, Town Treasurer, Mary LaBrecque, Selectboard Assistant/Clerk, Donna Bohannon, Nancy Dulude – **VIA ZOOM:** Michelle Murray, Erin Gilligan

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

Additions / Adjustments to Agenda - No additions/adjustments were made.

Administration

- Approve Selectboard minutes from [06/17/2026](#) (Regular meeting) [06/29/2026](#) (Special meeting) Minutes were approved as follows:
 - Vice-Chair, Peter Brzozowy motioned to approve the minutes from the 6/17/2026 regular meeting as written - seconded by Meredith Vincent – all in favor - motion carried.
 - Vice-Chair, Peter Brzozowy motioned to approve the minutes from the 6/29/2026 special meeting as written - seconded by Meredith Vincent – all in favor - motion carried.
- Warrants for payroll + payables – review/approve – Five warrants were presented and approved as follows:
 - Warrant dated 07/01/2026 in the amount of \$1,243.79 – Vice-Chair, Peter Brzozowy motioned to approve the warrant as presented - seconded by Mary-Catherine Graziano – all in favor – motion carried.
 - Warrant dated 07/01/2026 in the amount of \$4,526.80 – Vice-Chair, Peter Brzozowy motioned to approve the warrant as presented - seconded by Meredith Vincent – all in favor – motion carried.
 - Warrant dated 06/29/2026 in the amount of \$4,219.35 – This was a ratification of Chair, Cary Sandvig’s Signature -
 - Vice-Chair, Peter Brzozowy motioned to ratify Chair, Cary Sandvig’s signature - seconded by Mary-Catherine Graziano – all in favor – motion carried.
 - Warrant dated 06/25/2026 in the amount of \$23,141.54 – This was a ratification of Joe Deller’s Signature -
 - Vice-Chair, Peter Brzozowy motioned to ratify Chair, Cary Sandvig’s signature - seconded by Mary-Catherine Graziano – all in favor – motion carried.
 - Warrant dated 06/25/2026 in the amount of \$27,123.04 – This was a ratification of Vice-Chair, Peter Brzozowy’s Signature -
 - Mary-Catherine Graziano motioned to ratify Vice-Chair, Peter Brzozowy signature - seconded by Meredith Vincent – all in favor – motion carried.
- Approve 2026 tax rate as presented by Treasurer, Mary LaBrecque
 - Town Treasurer, Mary LaBrecque was at the meeting to present the proposed tax rate as follows:
 - The proposed Town tax rate as presented is 0.5537
 - The local agreement tax rate as presented is 0.0070
 - Treasurer, Mary LaBrecque explained how the rates were calculated as well as what the local agreement is.
 - Vice-Chair, Peter Brzozowy motioned to approve the tax rates as presented - seconded by Meredith Vincent – all in favor – motion carried.

Town Business

- Dumping on West Shore Rd. - Concerned citizen – [photos of garbage](#) – Update if any – No update was given at this time.
 - There was some discussion about the exact location of the dumping and whether or not the trash was still there.
 - It could not be ascertained if the trash was still there.
 - Next steps were also discussed if it can be ascertained that this is an ongoing issue.
 - If it is determined to be a continuous issue, the proper steps will be taken after full discussion.
 - Chair, Cary Sandvig will further investigate the complaint and report back at the next meeting, currently scheduled for 07/15/2026.

- Ruth Csaey - removal of Slide & Swing Frame from Veterans Park – Update if any. No update at this time.
- Veterans Park Pavilion – Update if any - No update at this time.
- Landfill – Update if any/action needed.
 - Chair Cary Sandvig received a call from the Town Attorney while he was out of town and will contact the attorney to get an update.
 - This item will be added to the next regular meeting, currently scheduled for 07/15/2026.
- Purchase laptops and cell phones for Town governance - Update if any - No update at this time.
- A.C.O. “Stray hold” discussion- Update if any - No update at this time.
- Battery storage - Update if any.
 - The Fire Chief and the VLCT attorney had questions and concerns about placing batteries on town property.
 - Chair, Cary Sandvig will reach out to the Town Attorney for their advice/insight as well.
 - This subject will remain on the agenda and will be further discussed after all three entities have given their opinions and recommendations.
- Electric panel at the head of the Island – Update – Assessment made – Quote received -
 - The receptacle at the head of the island was not working and an electrician was hired to investigate.
 - The breaker was off and the electrician turned it back on so power is working again.
 - While the electrician was there, they discovered that the power box is rusty, not protected from the weather and not protected by a GFI outlet.
 - The electrician, Vermont Electrical Contractor, gave a quote of \$1,100 to replace the existing power supply with a GFI outlet that would be protected with a plastic cover.
 - There was some discussion about where in the budget the funds would be pulled from.
 - No determination was made and the Board requested an updated budget to actual report for the next meeting.
 - Selectboard Assistant, Donna Bohannon was asked to speak to the Treasurer about sending a new report to the Selectboard.
- Electrical work needed – several items – Update if any - No update at this time – this will be removed from the agenda.
- Grants for boiler replacement – Update if any – No update at this time about the grants.
 - Vice-Chair, Peter Brzozowy informed all present that the boiler was inspected for the annual insurance inspection and it was found to have one violation, the pressure gauge needed replacement.
 - Peter also reported that CSI was called to replace it, which they did and photos were sent to PACIF, the insurance company to report compliance.
 - CSI also informed Peter that the boiler is high quality, in good condition and will likely function well for another ten years.
 - They suggested starting a reserve fund to begin saving for the inevitable replacement in the future.
 - This topic will be further discussed during budget meetings.
- Discussion about audit bid request -
 - Mary-Catherine Graziano sent the previous RFP for auditing firm to all of the board and explained that it is best practice to switch auditors periodically and that the Town is at the end of its contract with RHR Smith.
 - There was some discussion about the cost of other firms and how best to move forward.
 - This item will be added to the next regular meeting, currently scheduled for 07/15/2026.
- Discussion about performance reviews
 - Mary-Catherine Graziano suggested that a special meeting be called to further discuss this topic.

- Vice-Chair, Peter Brzozowy asked why reviews were needed as Isle La Motte is a small town and the three employees this would apply to do not have anyone to compare their work to.
- It was mentioned that in the corporate world, reviews were used as a tool to offer raises or improve on areas of work performance that needed to be improved.
- Joe Deller surmised that it sounded like the Selectboard as a whole needed to devise a method for communicating with the three employees while maintaining transparency and adhering to the open meeting laws.
- This topic will be added to the 08/05/2026 regular Selectboard meeting for more discussion.
- On-going projects
 - Town Office Water Damage - Update if any –
 - Vice-Chair, Peter Brzozowy informed all present that the molding is scheduled to be installed the week of August 3rd.
 - After the molding is installed, the safes and other office items can be placed in their more permanent places.
 - Peter informed all that a quote to get the safes moved into their location was received from a professional company that can move them without damaging the floors.
 - The quote received was \$950.
 - Peter also informed all present that Kelly Kindestin, an agent from PACIF met with him and Assistant Town Clerk, Karen Brunner, and went over the paperwork with them for the PACIF claim.
 - Kelly informed them that the documentation of work and related information was excellent and that the town is still able to claim some of the already incurred expenses as well as some of the foreseeable future expenses, such as the molding, safe moving and disposal of unneeded items.
 - Overall, the meeting was beneficial and complimentary.
 - 250th Anniversary Celebration – update – P. Brzozowy / A. Whipple - Update if any
 - Vice-Chair, Peter Brzozowy informed all present that the parade was a success and that future activities are in the works as planned.
 - Adopt ordinance from TPC
 - Signage Ordinance
 - The language in the ordinance was accepted by all but the map needs to have some additions made to it.
 - Assistant to the Selectboard, Donna Bohannon will make the additions and this will be presented at the next regular meeting, currently scheduled for 07/15/2026 for approval.
 - Old Town Hall – Open House and presentation - Update if any -
 - Vice-Chair, Peter Brzozowy informed all present that he reached out to SHKS, the architect firm that inspected the building and he had not heard back from them.
 - Peter will reach out to Emily Kloffft from NRPC to enlist her help in getting SHKS to reply.
 - The Board would like to plan the open house for August 8th or 15th.
 - This item will be added to the next regular meeting, currently scheduled for 07/15/2026.
- Forest fire & prevention statute changes Letter about changes to Fire Warden laws
 - Due to changes in the law (ACT 162), the Fire Chief will be the person responsible for issuing burn permits in the town.
 - The current Fire Chief is not prepared to take on that responsibility but is in the process of appointing an assistant that is capable and ready to do that.
 - Until such time as this takes place, no burn permits will be issued in the town of Isle La Motte.
 - Assistant to the Selectboard, Donna Bohannon was asked to post that information to the Town of Isle La Motte website to make people aware of the changes to the law as well as the fact that burn permits are required for fires of a certain size and location and to inform them that no burn permits will be issued until further notice.

Roadways - priority business

- Eric Brown driveway issues/questions - Update if any
 - Vice-Chair, Peter Brzozowy informed all present that he spoke with Eric Brown at the end of June to explain that the Town would like to use the same contractor for both portions of the work and what portions would be paid for by the Town and what portions would need to be paid for by Mr. Brown.
 - Peter also explained that Mr. Brown was hoping to begin the project mid July.
 - Road Commissioner Robin Guterrez is in the process of looking for a contractor to do the work.
 - This item will be added to the next regular meeting, currently scheduled for 07/15/2026.
- Seawall damage on West Shore - [Map 1 of seawall damage](#) [Map 2 of seawall damage](#)
[Map 3 of seawall damage](#) [Map 4 of seawall damage](#)
 - This item was added to the agenda for informational purposes only but will need to be addressed.
- Power box at Town shed – Update if any – No update at this time.

Other Business

- Nancy Dulude was present to ask the Selectboard about borrowing chairs that are located in the old town hall for the August 22nd activities that the 250th group has planned.
 - Vice Chair, Peter Brzozowy stated that he has a key to the building and can let her in if the Board approves her request.
 - Mary-Catherine Graziano motioned to allow Peter to let Nancy into the old town hall to access the chairs – seconded by Joe Deller – all in favor -motion carried.

Adjourn - At 7:42 PM Vice-Chair, 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 _____