TOWN OF CRAFTSBURY
REGULAR SELECT BOARD MEETING MINUTES

TUESDAY, MAY 6, 2025
7PM | CRAFTSBURY TOWN HALL

Present: Alison Blaney, Jim Jones, Bruce Urie | Town Clerk Michelle Warren, Geoffrey Bok, Cedar Hannan [CRAFTSBURY SCHOOL BOARD], Matt & Judy Mannix, Steve Perkins [Road Dept], Craig Taylor | Media: Maria Amador [BARTON CHRONICLE]

Meeting Agenda

Jim called the meeting to order at 7 PM.

- **Action – Adjustments / Changes to Agenda**
  1. Ownership of Craftsbury Elementary School [Cedar Hannan]
  2. Signage: Cedar Brook Road
  3. Flagpole
  4. Del Green – Clerk of Works position
  5. Farley NVDA (need to ask her about it)
  6. 911 (Tony) – just a reminder
  7. $6 Tire Costs (Bulky Day)
- **Action – Approve Select Board Regular Meeting Minutes of April 15, 2025**

  Alison motioned to approve the Select Board meeting minutes of April 15, 2025; Bruce seconded. All ayed. Motion passed.
- **Discussion – Appropriation Policy Draft | Michelle Warren and Geoffrey Bok**

  Geoff and Michelle have been working on appropriation policy; draft shared with board. Merged one that seemed suitable for Craftsbury; added/revised accordingly. Issue arose during Town Meeting. Personal disclosure by Mr. Bok: president of the 4Cs, the chair of Green Mountain Farm-to-School board (both are appropriation recipients but do not consider there being any conflict of interest). Nothing in the policy that favors any of those either way. Quick overlay: if you have an organization that wants money, there are basically three ways to obtain money from town a) add as a budget item; b) appropriations vote at the Town Meeting (no need to jump through a special hurdle; low-hurdle ability to get in front of voters and voters decide) and c) come under a new policy, and most towns use this: they would have to get signatures and submit a petition. Any organization under this has three ways to obtain funding. If they use a petition and qualify, the Select Board may oppose it, but if they get a petition and the Town voters approve it, you have no sign off on it. There is a statute: cited - right of a social service organization to petition a Town Meeting to obtain the money. To do so, they must obtain 5% of voters signature in advance of the Town Meeting, submit it to Town Clerk then Town Clerk must sign off and verify the 5%. If they submit something and fall short of 5%, the Town Clerk must within 24 hours of receipt of petition advise them of the shortage. Question is 5% of voters as of when, e.g., just before election day, voter numbers could rise (as of October 1; so, what is the 5% number)? Review and explanation of form: date, organization name, amount and why needed. Under the statute: cannot put in opinion or comment (no petition can obtain an opinion or comment in request). Policy Issues: exemptions from process (in budget or option 2); another exempt group - must go to voters but no need to obtain 5% of voters (selected by Select Board) – special exemption by name: e.g., Hardwick Rescue

Squad, Craftsbury Volunteer Fire Dept. (go to voters but no need to get signatures). Organizations chartered by the Town. Within your discretion. Procedures: just because funding request is approved, doesn't mean it gets an individual vote (could be lumped in under $15K lots); preserves right of Select Board to set up how these entities are voted in your discretion. (Not less than 47 calendar days is in statute.) Policy: Sets January 1st date – must get something by that date. Allows sufficient time to make a budget item. Petition is submitted to Town Clerk. Rest tracks what's in statutes. Must sign and street address (PO box is not a street address; would not count for percentage of voters required). Receipt officially occurs during regular business hours. Select Board will review; appreciated the work by Town Clerk and Mr. Bok.

- **Discussion – Town Plan & FEMA Maps | Farley Brown (postponed)**
- **Discussion – Elementary School Ownership | Craftsbury School Board Cedar Hannan**

  Overview of ownership of the Craftsbury elementary school and property, which is owned by the Craftsbury School District (different from other school property/assets owned by Trustees). Reason for discussion: legislation working its way through statehouse about district sizes and consolidation (and main feature: looking to reduce districts and consolidate into mega districts). One of the provisions being considered: in the event the consolidation, all assets of district become property of mega districts. Given that, the elementary school property becomes owned by the new district and Town / School District would lose control over school. School Board is interested in transferring ownership to some other entity given the district-consolidation plans and potential of losing control of ownership. Town could maintain ownership of the building. Have envisioned a situation the same as with trustees; ownership and lease back to the District. It would provide options (put on market, make town offices). The consolidation could occur. Commissioning a task force to start and by end of year propose to have a plan; purpose of this is just to put it on your radar for consideration. Helps school board to better understand options. Why are we not considering trustees? Potential use for Town and mandate to support Academy students, which means less flexibility for Town to determine use. Timeline: have on your next agenda. Two boards should discuss getting the issue in front of voters; whether in March or a special election/emergency warning.

- **Action – Review Approve Amended/Final MERP Grant Agreement | Craig Taylor**

  Municipal Energy Resilience Program agreement has been amended. Abbreviated work scope: reviewed by state project manager, etc., and put it in writing. Only requirement: signature from the Select Board on the amendment (for the amended scope: includes everything to be done). Cleaning out downstairs, realized water tank has rust flaking off (would hate to have it leak). Discussion: it's being used but must be moved away from wall. Could replace with 100 gallon plastic tank and replumb. Not a good idea; tank has stainless steel interior lining. Should be ok. **Board signed the amended portion of agreement.**

- **Discussion – Traffic Speed on the Common | Judy & Matt Mannix**

  Matt & Judy -- traffic speed on the Common. Live on the Craftsbury Common. Follow up on December 2024 appearance before the Select Board. Have some fairly strong concerns about the speed of travel of traffic (past Common, college and school). Since December, have been a bit more attuned to the situation. We get up early; view traffic. We have a birdseye view from living room window right onto North Craftsbury Road (between 7 and 8 - to-and-from work: easy to be going 40-50 and probably a bit faster). Our concern: safety of the community. Have a school, college and now we have Little League baseball, farmers market and community activities; would hate to see

someone get hurt by folks speeding through Town. Seeking input for next steps to prevent something tragic from happening. Would include Craftsbury Village and East Craftsbury. Have an ear for speed. Learned from the Sheriff's Department that Town has no local law enforcement. State Police do not enforce traffic laws. Greensboro has a program ($200K) to pay for patrol. Cost for patrolling 4 hours a week/16 hours a month at $65/hr costs about 12,500 / year. Albany contracts for similar service. Lots of pedestrian traffic: people walking dogs, children. Speed signage helps. Would like to do a study: traffic times and speed and determine costs – something to discuss. Road Safety Committee used radar. Study petition and a Town Warning for a vote.

- **FEMA Update – Bruce**

  Meeting tomorrow with State and Federal reps; possibility after bridge design costs paid may not be paid for $700K-$800K bridge costs. Two people applied for the Clerk of Works position. Bruce will respond.

- **Discussion – LEMP Plan**

  Must be signed by First of June; will work on it.

- **Discussion – Audit Review Recommendations**

  Recommendations printed for review; will come back next meeting with reviews/comments from Select Board. Procurement Policy – first page of schedule (Town Clerk will check with VCLT). Fraud Risk assessment; Conflict of Interest. Some policies Town already has: Conflict of Interest and Procurement policies are already on file. Not all Town Policies are on website.

- **Weight Permits**

  Signed the following:

  1. Fred's Energy
  2. RL Morin & Sons Construction
  3. Kelley View Farm
  4. Dana H. Sweet Trucking, Inc.
  5. Riggs Distler & Co., Inc.
  6. Vaillancourt Transport, LLC.
  7. Andrew J. Lawrence
  8. Suncommon II LLC

- **Discussion – Mason Hall Exception Deadline**

  Two or three people asked questions; questions about renting the place. If rented, is there a tax break? Not a tax accountant. (Exception Deadline is 2028: rented as a Masonic Hall).

- **Action – ARPA Payments**

  Permission to mail: Saplings, have lease agreement (for their design and plans); Food Shelf (no bill yet) and electricity on the Common (no bill yet). Deed sent today showing they have site control: **Saplings ok to mail.**

- **Certificate of Approval | Salvage Yard: Hodgdon's**

  Notification provided to Town of the Certificate of Approval | Salvage yard -Hodgdon's

- **Bulky Day Plans**

  Proposal to charge for tires for bulky days; $6 per tires for each. Electronics box (trying to obtain). June 7th – Saturday (three dumpsters) 9 am till noon. No rims/wheels – tires only.

- **Action – Approve 2nd Class License for Owen & Company LLC**

Alison motioned to approve the 2nd-class license for Owen & Company LLC; Bruce seconded. All ayed. Motion passed.

- **Discussion – Email From Rutland**

  Titled: "A Resolution Condemning Attacks on Due Process and Affirming the Constitutional Rights of All People in Rutland" – sent to various towns.

- **Committee Reports**
  - Planning Commission: **Action –** Approve Benjamin Kroeger to Planning Commission | **Bruce motioned to approve the appointment of Benjamin Kroeger to the Planning Commission; Alison seconded. All ayed. Motion passed.**
  - Memorial Commission: Flagpole? Memorial Committee – flagpole and concrete ($4500); for the Common. Does Memorial Committee have a small fund? Determine which and where and funds available.

- **Clerk Report**
  1. Consider using payroll company ADP
  2. NEMRC Tax Admin Program & Updated D Tax List
  3. Set Day for Delinquent Tax Sale - Tuesday, August 5th suggestion by Nick Daley, Lawyer

- **Road Foreman Report**

  Signage - Seaver Bark Road (keeps getting stolen); things great at shop.

- **Upcoming Projects to Keep on Agenda**
  - Cell Tower Regulation
  - Contractor Letters
  - Schedule meeting with Kurtis
  - Unclaimed Parcels
  - Appropriation policy
  - Triggers for Opening the Emergency Shelter, Providing Assistance, Activating N2N
  - VT Route 14 - Slow Down Sign Request - Karen Lapoint

- **Other Business & Walk-ins with Business to Come Before the Select Board**

  None.

- **Public Comment**

  None.

- **Decide Next Meeting Date & Adjourn**

  Next Select Board Meeting: 7 pm on Tuesday, May 20, 2025. Meeting adjourned at 8:43 pm.

Respectfully submitted,



Victoria Hudson
Select Board Clerk