TOWN OF CRAFTSBURY
REGULAR SELECT BOARD MEETING MINUTES

TUESDAY, JUNE 3, 2025
7PM | CRAFTSBURY TOWN HALL

Present: Alison Blaney, Jim Jones, Bruce Urie | TOWN CLERK Michelle Warren | Maria Amador [BARTON CHRONICLE], Farley Brown, Steve Perkins [ROAD / HIGHWAY DEPT]

Meeting Agenda

Jim called the meeting to order at 7:02 PM.

- **Action – Adjustments / Changes to Agenda**

  Remove the Open Meeting Law Violation review/response discussion. Would like to speak with counsel before discussion.

- **Action – Approve Select Board Regular Meeting Minutes of May 20, 2025**

  Alison Blaney mentioned two things: Two corrections: a) Bulky Day Plans: Correct $5 / per mattress to $45 for each mattress and for each boxspring $45; b) LEMP Discussion: correct Brian Fredericks to Brian Goodridge.
  Add an Addendum: to May 20th meetings: Kurtis Mellett arrived before the meeting to inform the Board he wouldn't be able to attend the meeting and asked to be removed from the agenda. The Board said they understood, and that Mr. Mellett would need to attend a future meeting to continue discussions on the future of the gravel pit contract between the Town and the Melletts. The Board reminded Mr. Mellett that he may not receive the third-quarter payment until the inventory of remaining material is established. Mr. Mellett informed the Board regarding his litigation with neighbor Mr. LaRock.
  Alison motioned to approve the May 20 meeting minutes as updated with the three corrections and addendum; Bruce seconded. All ayed. Motion passed.

  Alison motioned to approve the May 23rd Emergency Meeting minutes; Bruce seconded. All ayed. Motion passed.

- **Action – Approve and Sign Engagement for James Barlow's Legal Services Letter**

  Alison motioned to hire James Barlow for general legal counsel; Bruce seconded. All ayed. Motion passed.

- **Action – Approve Closing Sections of Common Loop: Safety for July 12**

  Discussions ongoing with the Town Fire Department; working on plans. Involves Library Book Sale. Continue discussion at next meeting. No action taken.

- **Action – Approve E-Cycling Safety**

  Bulky Day Plans include e-recycling/cycling. Firm handling that portion requests that Town have an emergency plan in place in case of accidents involving batteries, etc.

- **Committees**

  Planning Commission Update - Farley Brown | Planning Commission Chair Brown said she had exciting news: finally moving forward in planning process. Planning Commission last Wednesday

voted out the draft plan. Going to start planning process (30 days) by next Monday. The Commission will send Town plans to surrounding towns; will post warnings for Public Hearings and part of process is to post to neighboring towns (they provide input on plan). What is the interest of neighboring towns? Why do we send plan to them and why do they need to see? Just an FYI to surrounding Towns. Provides an opportunity for them to review. No feedback received from town in decades of experience with this process. Requirement: must post public hearings/warning notices in newspapers. Commission discussed inclusion of wellness: mental and physical health. A good conversation among Planning Commission members: what should be listed for planning services. Lots already available; will be reflected in what will be distributed (as well as for Craftsbury Trails – people are seeing posters). Lamoille County Family Services assisted with language regarding mental and physical health and resource list included in the Craftsbury Plan. Acts 171 and 181 slow down process. Will have Public Hearing: Wednesday July 9 or July 16. Once Public Hearing(s) is (are) complete, the Town Select Board will have its process and deadlines. **Action – Mike Martin Appointment to Planning Commission** | Front Porch Forum Listing: for open commission member; include contact info. Mike Martin expressed desire to join / try Planning Commission. One open spot: Martin was on commission years ago. **Bruce motioned to approve Mike Martin to the Planning Commission; Alison seconded. All ayed. Motion passed.**

- **Action – Approve Concrete Foundation Second Class Liquor License**

  Inspector License: what's the "Concrete"? A liquor license approval. **Bruce moved to approve the liquor license; Alison seconded. All ayed. Motion passed.**

- **Discussion – Website Status | Town Clerk Warren Stepping Down as Website Admin**

  Will come back to Board with recommendations and discussion. What are issues? Clerk feels Town website is a liability; would feel horrible if website errors are reasons for legal lawsuits. Clerk must determine when she wants to depart from website role to enable preparation and planning.

- **Discussion – Select Board Meetings Online**

  Meetings can be a sound recording versus visual; considering different options (voice records vs video recordings, non-hybrid vs hybrid); hybrid = in-person and virtual. Non-hybrid = in-person only. Litigation matters one part of reason for discussion.

- **Clerk Report**
  - Balance of the Preservation Fund and the I & E Fund: there's $385k in the money market account. Moved over $150K in the infrastructure account last year. There will be $335K after removal of $50K. Enough to borrow from ourselves. Infrastructure Account: has $183K (added $150K for truck). Where's FEMA / paving money? Do we know? Is it gone? Where's the paving money? All in general funds; using paving money to cover tax bills? Using lots of FEMA money to cover costs. After tax receipts – will do a P&L and provide update.
  - Info Pamphlet Suggestion: Do a copy of what Steve Perkins provided last year: to add to Town Report. Provided a copy for suggested way to share information. can design one for Craftsbury (see attachment). Will go in every tax bill. Something about road-side mowing? Right-of-way clearage slogans/messages. Dates of road-side mowing and contact info.

- **Action – Road Foreman Report**

  Roadside Mowing Request - Brian Sanville; wanted to have mower brought over. **Bruce motioned that since Town now owns tractor with mower that the Town do not engage with Sanville.** Discussion. **Alison motioned that since Town now owns tractor with mower that the Town no**

longer engage with an outside contractor for mowing / roadside mowing; Bruce seconded. All ayed. Motion passed.

- ~~Discussion – Review Open Meeting Violation Complaint Response – removed from agenda~~
- **Upcoming Items to Keep on Agenda**
  - Approve Closing Sections of Common Loop: Safety July 12 (Library Book Sale)
  - AARPA Funds Release (formal approval)
  - Kris Coville - N2N Update & Food Shelf Update June 20th meeting
  - Traffic/Speed on the Common- Matt & Judy Mannix
  - August 5, 2025 - tax sale
  - 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**

  General Overview of Open Meeting Violation Complaint - asked by Barton Reporter Maria Amador. A Craftsbury resident walked in before recording of meeting started; person was on agenda and asked to be removed from the agenda. Board ok'd but reminded him that he probably wouldn't receive a July payment. He then described his litigation issues with his neighbor. The neighbor felt this was a violation of open meeting laws. The Board denied his claim; reason for the addendum. News Item re Open Meeting Law Violation – "LaRock claimed the Select Board violated the open meeting law on May 20, 2025, with a start time of 7 p.m., specifically under the agenda item that was to discuss the sand and gravel pit with Kurtis Mellett. The claim alleged that LaRock observed a conversation between the Select Board and Mellett that was occurring prior to the start of the meeting. Also, LaRock [claims] the conversation was not recorded, nor had minutes been taken."

- **Decide Next Meeting Date & Adjourn**

  Next meeting will be 7 pm on Tuesday, June 17, 2025, at City Hall. Meeting adjourned at 8:01 pm.

Respectfully submitted,

Victoria Hudson
Select Board Clerk