Craftsbury Neighbor to Neighbor
July 2nd, 6:30pm
Craftsbury Public Library

DRAFT Minutes

Jennifer, Kris, Kit, Tim, Deb, Penelope (online)

1. **Discuss and approve the minutes of the 4/21/25 meeting -** Tim makes a motion to adopt the minutes from the April 21st meeting and Jennifer seconds. Approval of the minutes is unanimous.
2. **Vote on adopting new day and time for regular quarterly meetings** – Deb makes a motion to adopt the proposed schedule for quarterly meetings to be held on the first Wednesdays of January, April, July, and October. Penelope seconds. Approval of schedule is unanimous.

3. **Updates on N2N emergency activation responsibilities**

    a. **Shelter Plan and alternative plans**

    Bin locations have been finalized, and operating procedures as well as instructions for use have been developed and printed off. A prototype has been made and fits a 4x2x2' plastic bin. Each bin costs $470, and six bins are planned for. Restocking will be done every 6 months and after use.

    For ongoing procedures and in case of bin need in a non-shelter-activating event, Deb is the initial contact person. She will call appropriate bin contact and arrange transport to the person in need.

    Penelope suggested to designate and train a backup for Deb, pick a specific date for bin content refreshing/replacement, and to establish the contact information for each bin location along with descriptions of where each bin can be found in their respective locations.

    Penelope noted that N2N should have a plan to pay for the bins before bringing them to Select Board for approval. Discussion followed on whether N2N should pay for bin in full out of available $11,598.64 funds, ask the Select Board to split the costs, or tell Select Board that N2N will apply for grants (Red Cross maybe?) and ask Select Board to split the costs if a grant is not received.

    Deb suggested that N2N request the town pay for 2 of the 6 bins. All concurred. Penelope motioned to vote to send Deb and Kris to present the alternative shelter bin project and seek funding for the town portion of 2 bins, and that N2N will fund the rest from community-donated funds. Jennifer seconded. Motion passed unanimously.

    Kris will identify which of the $11,598.64 were specifically donated for flood relief and what can be used for other purposes.

Penelope noted that muck and gut buckets are available for N2N to take possession of at the Methodist church in St. Johnsbury if we want them.

Regarding shelter plans, Penelope noted that she needs to meet with Bruce Urie about whether he as EMD wants to be part of the Red Cross walk-through for the new shelter agreement, or whether we can do that for him.

b. **Citizen Outreach and Intake during emergencies**
A draft of Hardwick's LEMP has been published on their N2N Facebook page. Penelope, Jamie, and Jennifer will adapt appropriate pieces that can help meet Craftsbury's needs.

c. **"Blue Skies" Neighbors helping Neighbors process refresh**
The work group should meet to determine how to communicate the process to the community. Kit revamped the online form. Penelope noted she believes Hardwick published their neighbor assist process in their LEMP draft.

4. "Finger on the Pulse" updates

a. Food Security — Kris: Numbers of community members participating are increasing. Currently the Craftsbury Food Shelf is serving 80 households, and Albany and Hardwick are also very high. Funds are strained, and Kris is having to do more with the same resources. New cold storage is being obtained and will be located behind the Church on the Common. A discussion followed about potentially having an event with a truck parked next to the Genny to encourage donations to the Hardwick Area Food Pantry.

b. Mental Health — Kim: NOT PRESENT. Deb asked to be removed from the Mental Health beat since she is no longer involved in the community group.

c. Business — Kit: Business is busy with the summer crowd. The Genny in Craftsbury installed 3 heat pumps. The Genny is wanting to fund further continuation of the "Everyone Eats" project and is trying to gauge whether it is sustainable. Craftsbury Block Party is July 3rd.

d. School — Nathalie: NOT PRESENT

e. Churches: Kim: NOT PRESENT. Deb asked to be removed from the Churches beat since she is no longer involved in local churches.

f. Health Officer — Tim: Update on construction for the family with the dog bite. Mother and daughter are currently in a camper.

g. Emergency Management — Penelope: State legislation has shifted more responsibility to towns to stand up their own emergency shelters. FEMA programs

that were available for last year's floods are still all intact, so the state can still request assistance for any new floods. Discussion around DHS reviews of FEMA grants; state buyouts, and Flood Ready Vermont (https://floodready.vermont.gov/). The state's Department of Mental Health runs a crisis counseling program for flood survivors (https://mentalhealth.vermont.gov/sosvt)

h. Youth Leadership — Nathalie: NOT PRESENT

i. At Large — Maddox/Paige: NOT PRESENT

5. Other Business — None

6. Adjourn – Tim moves that we adjourn at 7:44pm and Kris seconds. Motion passes unanimously.