TOWN OF CRAFTSBURY
REGULAR SELECT BOARD MEETING MINUTES

TUESDAY, JULY 15, 2025
7PM | CRAFTSBURY TOWN HALL

Present: Alison Blaney, Jim Jones, Bruce Urie |Town Clerk Michelle Warren | Kris Coville, Deb McKinley, Jamie Milholland, Nancy Milholland, Daniel Solomon, Jane Solomon (online), Wendy Turnbull

Meeting Agenda

Jim called the meeting to order at 7 PM.

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

  None.

- **Action – Approve Select Board Regular Meeting Minutes of July 1, ,2025**

  Alison motioned to approve the regular meeting minutes; Bruce seconded. All ayed. Motion passed.

- **Action – Vote on N2N Presentation of Shelter Bin Project and Funding | Kris Coville**

  Kris Coville with Neighbor to Neighbor provided background of idea for self-serve emergency shelter bin project: agreement with Red Cross and moving forward given generator at school, December 2023 Irasburg tanker incident and non-shelter use. Good to have agreements with shelter if needed. Alternative to shelter is to make small amounts of emergency supplies available for whenever citizens in one or two towns are displaced. Deb McKinley, who volunteered to be the shelter manager, showed the prototype bin to Board members. People who have family, friends or others they can stay with will have access to toiletries, air mattresses, blankets, pillows, first-aid, flash light, baby formula (only type of food in bin), chargers, games for kids. Each bin provides enough for four people for one, two or three nights. If no friends or family, churches will be open and are willing to accept people. Bins will be placed at six locations throughout Town: 1) East Craftsbury at East Craftsbury Presbyterian Church; 2) Village Center at Ms. McKinley's house; 3) Craftsbury Common at the Church on the Common; 4) Wild Branch Road will be at Robert Link's Sugar Shack; 5) west side of river will be at the Jones Farm; 6) the Craftsbury Outdoor Center. Accessible 24-hours in an outside building. Goal: have one bin for each site. Review of proposal: first page discusses the process for access (contact Ms. McKinley or back-up contact, who will; determine closest bin); will determine how to access. Individuals can remove items or take entire bin with them. Can keep them as long as needed. Intended for a few days; if more needed, will advise. When finished with bin, will advise N2N network bin committee, which will gather and replace items and put back in place. Have a schedule for routine maintenance (battery replacement, etc.). Each bin costs just about $500 (bin with everything in it). Anticipating about a $3K project total. Replacement costs not as much as initial investment. Requesting that Select Board pay for two bins and N2n would cover costs for four and cover maintenance costs, efforts. Using private-fund donations to N2N during two events: pandemic and during flood (some earmarked for flooding resilience). This project fits within both. If maintenance costs become overwhelming, will consider fund-raising events. Amount in Committee Good Neighbor Fund: about $834 has been expended out of $2K. Alison motioned that N2N move forward with the bin project and the Select Board will contribute $1K from the Good Neighbor fund for development of two bins; Bruce seconded the motion. All ayed. Motion passed.

- **Discussion – Update on Food Pantry | Kris Coville**

  Pantry still very busy; up to closer to 75-82 households weekly. All three pantries seen increase in service. In terms of ARPA funds (process update) – solidifying all cooler quotes by end of month. By the end of the month, committing to various vendors with timeline to get everything in place by September / October. In line to spend the ARPA funds: will have project manager and land work done. Will be near library (a little jet of land next to church – the yard). Will be in an upgraded Town and Country shed with walk-in cooler and freezer. The Efficiency Vermont Program offered $52,500 financial incentive for purchasing super energy-efficient appliance. All coming together quickly.

- **Discussion – Possible Mapping Discrepancy | Kurtis Mellett**

  Mr. Mellett not present. Billed by Craftsbury and Greensboro re: certain strip of land (based on double-line on map). Do not have similar markings on Town maps. Need to discuss with Greensboro. Not clear about which piece of parcel (what is process?)

- **Discussion – Update on Freedom & Unity Committee | Dave Solomon & Wendy Turnbull**

  Ran second of public meetings in 2023; Susan Clark took ideas from audience on issues. Wide range of things. Ranking of issues: re-imagining board and leadership opportunities. Couple of ideas – encouraging greater youth participation (on board/non-voting); increasing communications between committees and select board (presentations/annual); ad-hoc committee that would provide advice to citizens, e.g., how to get on select board agenda; increasing the size of select board/hiring a town administrator / manager. Subcommittee investigating research options: hold public seminar this fall that includes speakers from other towns that have addressed same topic. Issues here and how to move forward; expectation: produce report by end of fall or early winter on town sentiment. Good idea to have annual presentations by each committee/rotating monthly. Innovations / local democracies: facilitated by Clark; report on Craftsbury in August.

- **Discussion – Healthcare Crisis in Vermont | Tonya G. (July 15)**

  Mobile unit; on-site health. Does Dental work (one in Albany). Forward to school board.

- **Discussion – Consider Another Road Safety Committee**

  Town received lots of phone calls re: Front Porch Forum regarding road safety. Want to provide a heads up. Do not need another committee; have report from previous safety and sheriff's office recommendations. Select Board knows needs; must determine costs (for speed bumps, sheriff's patrol). Mixed response: hiring a sheriff is a waste of funds and no patrol needed; others think danger to children is great and requires actions to protect. Need a presentation by the sheriff. Speed on Common has gotten out of hand and just now unsafe. Does Town Plan include this as part of consideration? Need to keep Town safe. As it grows, how does Town monitor traffic? How much is the cost? Philosophy of Town: more respect. Greensboro spending $200K and still grappling with speed issue. Town history shows no tolerance for police presence in Town. If the sheriff is paid, State Police support declines. Facilitate a public forum on topic. Can find solutions for dirt roads.

- **Action – Approve Category Z | FEMA**

  The final piece: we can be reimbursed for time spent by Bruce doing FEMA; need approval by Board for reimbursement: FEMA set a rate of $30/hour (somewhere about 240 hours for two floods). Alison motioned to approve the Category Z FEMA to reimburse Bruce; Jim seconded. All ayed. Motion passed.

- **Committees**

- Conservation Commission – Replacement needed for Colin; no recommendations provided to date. Low morale. Posts on FPF; will do another. Can post at College.
- Energy Committee – Unsealing and review/approval of proposals submitted for the MERP Grant | Project Manager Milholland provided updates. Insulation and excavation contractors showing interest. Excavation around town hall (have 7 companies that have shown interest). Have completed about five walk-throughs with contactors and obtained three bids. Two were close in pricing. $31K; $43K; $45K (ballpark: low thirties to mid-forties). Could change. Some estimates are sparse; some detailed. Going back to bidders to flush out details. Suggestion: move along with excavation first then insulation and HVAC. Concrete reinforcement before excavation (cool in basement). If concrete work can be done first then excavation and insulation can be done simultaneously. French drain – reroute catch basin; if the work is done properly, basement will stay dry (current leak near water tank). Still working out process; how much involvement does Select Board want (regular reports, input) and who approves the bids? Determine timeline. Energy Committee makes recommendations to the Board for approval. Provide updates and recommendations. Town Garage / Road Crew can be resources for info.

- **Clerk Report**
  - Tax Proceeds: coming in; distributed P&L ledger. $56K deficit – potential (surplus: FEMA money - $134K; but isn't this ear-marked). Must decide at Thursday meeting.
  - Eligo Lake Association: free buoys. Where would they go? Maintenance?
  - Job ad: state requires ad to show salary range. ($25-$30/hr) based on experience, etc.; two applications received (will await until more applicants before scheduling interviews).
  - Delinquent Tax Lawyer: tax bill for deceased property owner. Cannot find any contact for court services. Contact Jim (Bruce will talk with him).
- **Road Foreman Report**

  Rob Reil question: came to house – gravel interest. Has seven or eight acres; might be interested. Foreman thinks there's insufficient land to make it worth it. If strictly municipal: can get by without permits. Permit expired in 2017. MSRP (half the cost): just get a construction permit (covers a period of time). State dropped all in 2017. More info coming on how to successfully close the pit.
- **Upcoming Projects to Keep on Agenda**
  - Road in Village-concerns
  - Get Traffic Numbers for Common Traffic
  - 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 That Have Business to Come Before Select Board**

  None.

- **Public Comment**

  None.

- **Decide Next Meeting Date & Adjourn**

  Next meeting at 7 pm on Tuesday, August 5th for regular meeting. Meeting adjourned at 8:40 pm.

Respectfully submitted,



Victoria Hudson
Select Board Clerk