# *TOWN OF CRAFTSBURY*
# *REGULAR SELECT BOARD MEETING MINUTES*

## MONDAY, AUGUST 4, 2025
## 7PM | CRAFTSBURY TOWN HALL

***Present:*** Alison Blaney, Jim Jones, Bruce Urie | TOWN CLERK Michelle Warren | James LaRock [online], Maria Amador [BARTON CHRONICLE]

***Meeting Agenda***

Jim called the meeting to order at 7 PM.

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

  (Email) Town Porta-potty location on the Common (too close to tree)

- **Action – Approve Select Board Meeting Minutes of July 15, 2025 and Special Meeting Minutes of July 17 and 29th**
  - Special Meeting Minutes: July 17 (town garage location) and July 29 | **Alison motioned to approve the special meeting minutes to discuss replacement bridge; Bruce seconded. All ayed. Motion passed.**
  - Regular Meeting Minutes: July 15 | **Alison motioned to approve the meeting minutes; Bruce seconded. All ayed. Motion passed.**

- **Discussion – Approve Trimming Tree Lines on Common**

  What is the issue with trimming? Cost of cutting/trimming services: $2500. Town doesn't have funds. Town Forestry funds. Why can't utility department do it? It will eventually. Tree that is dying has not been condemned. Do it all now. Forest Committee wants more say in hiring: less you cut the more often needs to be done. Not as feasible money wise. Why not just wait until utility company gets ready to do task and have forest committee present? That will plan: Town is comfortable with the power company plans and would appreciate having a forest committee representative present.

- **ACTION: Discussion – Consider Town Hall an Evacuation Place for Craftsbury Elementary School Students and Staff | Melinda Mascolino**

  Craftsbury Schools Assistant Principal Mascolino requested board awareness and approval of use for location in emergencies. Must be updated annually. Craftsbury Elementary students and staff to evacuate to the Town Hall in case of an emergency (same as last year). Was there a capacity issue discussed last year? 40 or 50? Are there more than 50 children? A place for children until parents can get them. **Alison motioned to continue to allow the Town Hall to be used as an emergency site for the Craftsbury Elementary School; Bruce seconded. All ayed. Motion passed.**

- **Committees**

  ○ Conservation Commission

  Replacement needed for Colin: pending

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- **Clerk Report**
  - P&L: distributed initial details. Monday makes it difficult to have much to report for week (instead of Tuesday). One through July to date; and other is actual from start of year. Some expenses are higher; heating doubled. Solar is helping to offset the electrical costs.
  - Phone Options: major phone issues past two weeks. Whether to change still being investigated (alarm systems, etc.). Can get quotes. Use BCN (third-party company that allows Town to purchase multiple lines at low cost; service less than ideal).
  - Water Heater for Town Hall: recommendations /tasks being researched.
  - Concern Form – Stark Biddle | Motorcycles and sometimes Trucks) are occasionally speeding through the Common at 50-60 mph. This is very dangerous and, of course, noisy and disruptive. It is difficult to identify a day and time, though weekday late afternoons appear most common. Requests for printed versions of concern forms to complete by hand/paper. Process for allowing for sheriff assistance, discussion of costs, etc. Systematic throughout the nation; disruptive / distracted driving - 1% of population is disrespectful. Nuisance. By next month or so: sheriff on agenda (review of our study) and how to effectively impact, resolve, costs? Clarification needed: re existing coverage provided by State Police. Need to know how it could/would affect State Police coverage for Town if contract with Sheriff's Office (no longer without being called in specifically. Must bring to Town Meeting.
- **Road Foreman Report**
  - **Action – Pave Bridge to Town Garage** | Recap of meeting regarding bridge: reviewed plan. Must decide how to cover: chose asphalt. Chains will chew up surface. **Alison motioned that the bridge to the Town Garage be paved with black top / asphalt when replaced (all part of bid); Bruce seconded.** Vote for materials determination required to continue process: obtain permits and complete by early next year. No further discussion. **All ayed. Motion carried.**
  - **New Truck Arrived |** What is result of MunciBid re: sale details/info? Town needs money from sale for other truck: $43K (estimates by online comparison with less specs: 6 wheels vs 10 wheels). Has temporary plate. Note: foreman applicant has withdrawn. Another potential candidate who has shown interest.
  - **Discussion – Updates: Grants (Better Roads, etc.) and Gravel | Bruce**
    - ✓ Grants: two received: $25K (Wild Branch Road riverbank reinforcement work under Better Roads Grant) and $24-$25K – another Grant-in-Aid; Town road chief researching best road(s); will determine. Judkins to review. North Wolcott Grant: have one which must be completed. Pushing to complete within next six weeks. There's the potential to lose $22K this year if deadline missed.
    - ✓ Gravel Pit: Overburden off top of pit: lot of nasty (un-useable) sand.
      - About 15-feet down; decent/suitable sand. Determining best process. Screen starts in early September; completed by second week/ end of September.
      - Kurtis Mellett email received by Town Clerk. Have the Melletts provided questions for submission to attorney? Attorney suggests an Executive Session as contract-related discussion (including emails). Add to future agenda. One SB member be appointed (years 26/27).

- ✓ FEMA Close-out of Flood Financials | FEMA Flood Monies rec'd: all for 2023 received; nearly all for 2024 flood. Estimated combine years' costs: $600K-$700K; reimbursement at 75% FEMA and 15% State (calculations not divulged by receipts). Closing out Category C that covers Bruce's costs for 2024; cannot close out 2023 until bridge restoration complete.

- **Updates – 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** only two rec'd; calls required to obtain info/determine interest. Seeking rates, equipment/man-power availability for emergency contracting.
  - Schedule meeting with
  - Unclaimed Parcels
  - **Appropriation Policy** hasn't this approved, distributed? Yes. Unclear why here; oversight most likely. Will remove. Will add note to notice going forward re questions received regarding certain wording.
  - Triggers for Opening the Emergency Shelter, Providing Assistance, Activating N2N
  - VT Route 14 – Slow Down Sign Request - Karen Lapoin

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

  Tax Sale (Un-landed) Mobile Home in Craftsbury: tax sale. Attorney-suggested options: advise new owners property bought w/with unlanded mobile home and is responsible OR Town can have board of civil authority involved; avoid taxes. Town cannot bill if not the owners. Title showed clear when new owners purchased. Town wanted/needed attorney input. Obtained. Will do as attorney advises. Logistics: awaiting tax sale requirements – deeds, approvals. Pending VCA meeting: still awaiting input from JPs. Must hear from majority (some listers have yet to respond, etc.). Because tax sales are rare for Craftsbury, need to ensure all legal mandates met.

  Delinquent Taxes: four payment plans for 2024; some paid in full. New debt tax collector to be trained on new system starting next month. Review. Established process and notification.

- **Decide Next Meeting Date & Adjourn**

  The next regular Select Board meeting: Tuesday, August 19th • 7 pm at Town Hall. The meeting adjourned at 7:50 PM.

Respectfully submitted,
Victoria Hudson, Select Board Clerk