TOWN OF CRAFTSBURY
REGULAR SELECT BOARD MEETING MINUTES

TUESDAY, SEPTEMBER 2, 2025
7PM | CRAFTSBURY TOWN HALL

Present Alison Blaney, Jim Jones, Bruce Urie | TOWN CLERK Michelle Warren; Farley Brown (PLANNING COMMISSION); Lisa Sue Ducharme; Heidi Krantz (ROAD SIGNAGE); Steve Perkins (CHD/CFD)

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 August 19, Special Meeting Minutes of 22 and 29**
    - **August 29:** Held until next meeting.
    - **August 22:** Special Meeting for Interviews. **Alison motioned to approve the minutes as submitted; Bruce seconded. All ayed. Motion passed.**
    - **August 19:** Correct date in title: should be 2025 (shows 2024). **Alison motioned to approve the meeting minutes with the change as noted; Bruce seconded. All ayed. Motion passed.**
- **Discussion – Elementary School Ownership Options | Town School Board VP Chair Cedar Hannan**

  Tabled until proper notification to School Board; next meeting.

- **Action – Approve Sept. 13th Sterling College RAID Limited Event Liquor License at Outdoor Ctr**

  Large bicycling event was postponed from July; one-time liquor license**. Alison motioned to approve the Sterling request for the limited event one-time liquor license at the Outdoor Center on September 13; Bruce seconded. All ayed. Motion passed.**

- **Discussion —Stream Bank Stabilization for Wild Branch Road**

  Work on it today; started on one near Paquette Road and when complete will move to other project. Will do both. Funding: will know what – balance out grant – whether any emergency money can be used. Still looking into it.

- **Discussion – Proposed Town Plan Status | Farley Brown**

  Town Clerk shared the Slide Show presented by Planning Commission on August 6th; Town Plan is complete, voted upon by Commission and submitted to Select Board. Most public comments during presentation were technical: maps, legends, etc. People were pleased with the priority actions; heard lots about speeding issues on all Town and surrounding roads and not just on the Common. Spoke with Alison Lowe with NVDA; advised that Craftsbury is in really good shape (Act 181 still being understood: regional planning commissions and Northeastern Vermont Development Association collaborating). Town is a step ahead in compliance. Village designations – East

Craftsbury and the Common – expanded to allow more to benefit from building-and-renovation tax incentives (state program). Craftsbury will have the green light to proceed with steps for village designations and avoid lots of paperwork. Also advised that Craftsbury has the power to limit speed limit below 25 mph (if necessary) due to compliance with village designations. Lowering vs. enforcing. Town has three village designations: East Craftsbury, the Common and the Village. Part of Agency of Commerce & Community Development. Lots of public participation in the past two years: 161 survey responses (both written and electronic); field tour had lots of participation. Community Values Mapping: more than 50 attended: results of that process in updates. Residents who are unable to participate in public events can contact commission members to provide input on the Town Plan. Commission urges public input. Different format than prior plans; want to keep simple. Proposed Town Plan has four main sections: a) defining rural character, b) building social connections, c) maintaining ecological balance, d) connecting people and places though services and infrastructure. Lots of recommendations based on conversations with public and others, e.g., wastewater, speed limits. Priority Actions (proposed town recommendations): 1. Establish and ad hoc committee to research and present options for local development oversight to the Select Board (ensure public safety services, state law requirements, permitting processes, etc.); 2. Appoint a part-time Community Development Coordinator; 3. Pursue wastewater solutions for Craftsbury Village; 4. Make the necessary changes to Craftsbury's floodplain regulations to remain eligible for the Town's enrollment in the National Flood Insurance Program. Act 181 requires all regional planning commissions to have future land-use maps for region. NVDA put one together for Craftsbury (in proposed plan): shows general categories based on current use of land and Act 171 (map large contiguous forests, etc.). The future map is useful for knowing area designations based on current use. Deadline for submission: after Select Board approval, moves to NVDA Board (Select Board can hold public hearing in October; can submit by end of the year).

- **Discussion: Update re James Barlow | Bruce Urie**

  Continuing the back-and-forth regarding reclamation plan that eventually must be filed regarding the gravel pits. Response back to Mr. LaRock. Complete by end of the week. Spoke with engineer today; will assist with the reclamation plan process. Engineer will provide estimate of plan costs. Other topics will be discussed in Executive Session to be scheduled.

- **Committees**
  - Conservation Commission: Replacement needed for Colin, maybe one more
  - Craftsbury Mental Health Resource Group Update | Michelle Warren – Wellness Lending Library to be set up; variety. Will post on FB. Grief Group is separate from Mental Health Resource Group (heard feedback; says it is helpful). Hope to have available by end of week. Might do a walk: Suicide Awareness or Prevention or Wellness topic.

- **Clerk Report**
  - Approve purchase of computer for Assistant Town Clerk Windows 10 not updating: out of compliance and requires Windows 11 (Windows 10 no longer serviced after mid-October): about $1,000 – laptop with docking station.
  - Telephone system quote Spectrum: ongoing discussion; electrical (converting landline to VoIP – Voice over Internet Protocol); must connect to fire alarm system. Will obtain more quotes and town references.

- P & L – problems connecting with payroll system.
- Calendar: Town Fair in October in Burlington; Town Clerks meeting upcoming.

- **Road Foreman Report**
  - Haven't heard a word about the strainer. Paving: sometime in September. Hauling sand: September. Roadside mowing looks great; did a great job this year. About three areas remaining.
  - Dead End Road Sign Morey Hill Road | Heidi Krantz – have a couple of 18-wheelers come up that were lost (one very recent and up-and-down hill very fast: about 45-50 mph). He was lost. Spoke with him. What about adding a dead-end road sign? Other option: speed limit sign (all dirt roads are 50 mph unless otherwise noted). As someone who has been there 20 years: lots more traffic, businesses. Want to assess problem further. Someone will get hurt with current situation. Litigation costs regarding gravel and state grant list: $46K taken from budget. Concerned about expenses. Plan to have sheriff do a presentation; determine costs and how to fund. $200K costs for sheriff in some towns that have bigger budgets. The Common: school drop off – if you have no child, it's very confusing. Contact the school.

- **Upcoming Projects to Keep on Agenda**
  - Get Traffic Numbers for Common Traffic
  - Cell Tower Regulation
  - Contractor Letters
  - Unclaimed Parcels
  - 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 the Select Board**

  None.
- **Public Comment**

  None.
- **Decide Next Meeting Date & Adjourn**

  Executive Session to be scheduled (re: attorney's advice) with next regular meeting; special meeting to be held for Voters Check List (6:30 pm Tuesday, the 9th) and the regular meeting will be at 7 pm on Tuesday, September 16, 2025. Meeting adjourned at 8:22 pm.

Respectfully submitted,

Victoria Hudson
Select Board Clerk