TOWN OF CRAFTSBURY
REGULAR SELECT BOARD MEETING MINUTES

TUESDAY, MAY 21, 2023
7PM | CRAFTSBURY TOWN HALL

Present: **Alison Blaney, Jim Jones, Bruce Urie |** TOWN CLERK **Michelle Warren;** GUESTS **Steve Perkins (Town Highway), Christopher Roy (Newport Daily Express), Dave Stoner**

Meeting Agenda

Jim Jones called the meeting to order at 6:59 pm.

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

  None.

- **Action – Approve Select Board Regular Meeting Minutes of May 7 and the Special Meeting of May 14**

  Alison Blaney motioned to approve the regular meeting minutes of May 7 and the special meeting minutes of May 14; Bruce Urie seconded. All ayed. Motion passed.

- **Discussion – Village Trust Initiative | Dave Stoner** Update by group exploring potential participation in Village Trust Initiative, offered by the Preservation Trust of Vermont (PTV) in partnership with the Vermont Council on Rural Development (VCRD) and the Vermont Community Foundation (VCF). All three have come together targeting projects for revitalization potential in small towns in Vermont. Will fund 20 projects (20 towns); first go around is happening now. Requirements: each town must have population of fewer than 2,500 residents; must have a community trust or want to start one; select board must show support and endorse as a community need; have an existing or potential revitalization project; must have site control (building site or site within Village district). Craftsbury has three village districts. Involvement is a two-step process:

  1. Intake Systems (questions – group is completing: VTI takes intake info from all State towns; wants to balance projects throughout state. Seeking types of projects that it is willing to fund; will go back to a few of those towns and work with them on developing what they're going to do.
  2. Application Process: six or seven towns to be awarded in 2024 sometime before end of year; provide expertise and funding assistance.

  Seeking ideas for Craftsbury project; none yet. If Craftsbury is invited to apply, the group will provide more details to the Select Board. Some buildings are for sale, could be renovated: some in each Village District may qualify. Craftsbury intake will show community need are housing, an all-age gathering spot, support for food resiliency.

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- **Discussion – FEMA Update | Bruce**

  Moving along; some requests have made it to the State; money should be here soon.

- **Discussion – Delinquent Tax Update | Alison**

  Select Board draft letter to be reviewed by attorney. Bruce to send to attorney. Once approved by the attorney will send.

- **Discussion – Update on Gravel pit**

  Three members of Town visited on the 17th; have been served by the neighbors. Reviewed events as to how they happened. of how they happened. Discussion in December 2023 with Margot & Kurtis Mellett about cutting trees on road frontage near gravel pit; June of 2023, conversation about moving the berm (new vein of gravel). Also discussed access road to gravel pit. Some of the sand is not high enough quality (trying to get info re permitting). Bedding for local farmers. Sell for cost. Other two repairs required: before next meeting (June 4 with Mellets), update on the survey: where the gravel pit is being dug. Going to cost the Town. Must get average cost for materials. Price out other facilities (to ensure fair-market value). Rather than sand, use fresh gravel: blending the three costs. Raw prices before crushing, loading. Select Board members Bruce, Jim and Alison with Mr. Marckres visited residents and listened to concerns about neighbors; they appreciate our communication.

- **Review Applications for Delinquent Tax Collector**

  None to review.

- **Discussion – Update on Job Opening: Retirement (Kent) | June Job Ad | Job Application Ready | Employee Personnel Policy**

  Posted job: road crew (Kent retiring at end of June): posted on Front Porch Forum, Department of Labor, VCLT, etc. Draft employee personnel policy (will send to staff) and then meet to discuss. Want all employees to come in and ensure it's fair and clear; meet Tuesday morning, May 28, 9-10.

- **Committee Reports**
  - Lumber & Wood Inspector: **Alison motioned to nominate Harry Miller as inspector of Lumber and Wood; Bruce seconded. All ayed. Motion passed.**
  - Planning Commission (one more to appoint)
  - Tree Warden: one candidate; however, requires minimal commitment and a badge. **Alison motioned to nominate Steve Moffet as Tree Warden; Bruce seconded. All ayed. Motion passed.**
  - Town Forestry Committee – wants to name section of Town Forest on Hatch Brook Road in honor of Jim Moffatt. **Bruce motioned to accept the Town Forestry Committee recommendation to name a section of the Town Forest in honor of Jim Moffatt (on Hatch Brook Road) – to be named the Jim Moffatt Memorial Forest; Alison seconded. All ayed. Motion passed.**
  - Antiques & Uniques – Garbage bins; patio umbrellas; picnic tables; tents (would like to get) 10 x 30 or 10 x 10 for water stations and can be used on

Old Homes Day. Committee Fund Request: anticipate needing less than $500. **Bruce motioned to approve the request for funds from the Committee Fund for no more than $500 for Antiques & Uniques; Alison seconded. All ayed. Motion passed.**

- Trail Committee – tabled until another meeting
- Open Law Meeting Document – recordings of meetings (questions remain regarding whether hybrid is acceptable.) VCLT is still working on details. Read and review and send comments to the Town Clerk before next meeting. Committees can review.
- Recreation Committee – Bike Night: 6/21; 7/19 and 8/16 (road closure/block)

- **Clerk Report**

  Pump the Septic – this year will be required; Bruce to handle.

- **Road Foreman Report**

  Coming in to screen the sand next week.

- **Weight Permits**

  Kilburn Transport LLC, Warren Hill Trucking, Bakemark

- **Upcoming Projects to Keep on Agenda**
  - Triggers for Opening the Emergency Shelter, Providing Assistance, Activating N2N
  - Group Process: Throw Up Class 4,TH 23, Bruce Awaiting Word from VTrans
  - VOREC Grant: Upgrade Sterling Trailing; Parking Signage - Gina Campoli
  - Appreciation Certificates
  - Electricity on the Common – will walk on the common with two electricians to assess
  - Act 172 Municipalities
  - Assessing Spaces and Needs

- **Other Business & Walk-ins With Business to Come Before the Select Board**
  None.

- **Decide Next Meeting Date & Adjourn**
  Meeting adjourned at 7:54 pm; next meeting Tuesday, June 4, 2024.

Respectfully submitted,

Victoria Hudson
Select Board Clerk