TOWN OF CRAFTSBURY
REGULAR SELECT BOARD MEETING MINUTES

TUESDAY, SEPTEMBER 17, 2024
7PM | CRAFTSBURY TOWN HALL

Present: Alison Blaney, Jim Jones, Bruce Urie | TOWN CLERK Michelle Warren | Kevin Gregoire, James LaRock (online), TOWN HIGHWAY Steve Perkins, Wendy Turnbull

Meeting Agenda

Jim called meeting to order at 7:01 PM.

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

  Kevin Gregoire – grant update; Committee – volunteer breakdown on A&U

- **Action – Approve Select Board Regular Meeting Minutes of September 3, 2024**

  Bruce motioned to approve the September 3 regular meeting minutes; Alison seconded. All ayed. Motion passed.

- **Discussion/Action – Freedom and Unity Fund | Wendy Turnbull**

  Review a draft of the policy guiding how to spend the funds in the future. Foundation grant. Had $800 of grant remaining; did not want to return to the Vermont Community Foundation – want to hold on to it for continued activities. They were happy with what we did and can keep it. Must have documentation of how fund will be managed, purpose and have Select Board approval. Tentatively named: community fund. Will discuss potential for future fundraising. Just earmark. Providing a draft policy for Select Board review.; how money will be spent – had to go through Susan Clark (intermediary with VCF). F&U members. **Alison motioned that the Select Board accept the draft policy for the F&U Fund going forward; Bruce seconded the motion. All ayed. Motion passed.**

- **Discussion – Letter and Bill Regarding Consolidated Communications Property Damage**

  Must submit as a regular claim to Town insurance carrier; will determine whether to go after contractor, etc.

- **Discussion – ARPA Review**

  Craftsbury received about $350K as part of the American Rescue Plan Act. Review of allocations and conditions, expenditures and remaining.

- **Discussion – MERP Energy Report for the Town Garage**

  Week from this Friday must have application submitted for funding from the Act 172 (2022) Municipal Energy Resilience Program; for weatherization for Town Hall and garage; not just weatherization. Must have prioritizations shown. If there's sufficient funds, can extend to batteries, back-ups but the main focus is weatherization. Now every Town in Vermont qualifies. Meeting Tuesday, September 24, at 7 pm for review.

- **Discussion – Plowing Contracts**

  Requires proof of insurance. Need to get quotes. Daniels Road and Kate Hill (only two roads involved/that Town pays for). Will submit RFPs noting must have commercial insurance. Add to next meeting agenda (determine scope of work required, etc.)

- **Committee Reports**

  Antiques & Uniques – description of budget and expenditures; estimates of volunteer: $15/hour (this year shows there's a base for next year to pay for a coordinator: about $3K). If by a per-hour, will be higher. A&U to hold meeting on October 8 at 8 pm; see if Town wants to continue with festival. Some Town residents have never been to the A&U Festival (52 years). Another idea: leverage tents for next-night / day event that can generate additional revenue. Volunteer breakdown. By next meeting, Select Board must approve; then will submit funds to organizations.

- **Clerk Report**
  - P&L – discussion; fuel costs are down
  - Road Crew Job Applications – received about four; provided for review
- **Road Foreman Report**

  Mowing completed; heavy completed for year. Sand available for driveways.

- **Upcoming Projects to Keep on Agenda**
  - **Action** – Personnel Policy | discussion ongoing; will further tweak. **Motion to send draft to VLCT (Vermont League of Cities and Towns) for review and suggestions before Town implementation; Jim seconded. All ayed. Motion passed.**
  - Next Select Board Meeting: request for Executive Session to discuss employee benefits.
  - September 17 (or later) update on the Craftsbury Saplings expansion project
  - Isaac Wagner & Melissa Jacobs (after 7:30)
  - Gravel Pit Contract
  - Appointments Trail Committee
  - Unclaimed Parcel
  - Community Development position
  - Test Pits at Gravel Pit
  - Triggers for Opening Emergency Shelter, Providing Assistance, Activating N2N
  - Group Process: Throw Up Class 4,TH 23, Bruce Awaiting Word from VTrans
  - Appreciation Certificates
  - Act 172 Municipalities (Assessing Spaces and Needs)
- **Other Business & Walk-in That Have Business to Come Before the Select Board**

  None.

- **Public Comment**

  None.

- **Decide Next Meeting & Adjourn**

  October 2, 2024 at 7 pm at Town Hall. Meeting adjourned at 8:14 pm.

Respectfully submitted,



Victoria Hudson
Select Board Clerk