TOWN OF CRAFTSBURY
REGULAR SELECT BOARD MEETING MINUTES

TUESDAY, OCTOBER 15, 2024
7PM | CRAFTSBURY TOWN HALL

Present: Alison Blaney, Jim Jones, Bruce Urie | TOWN CLERK Michelle Warren, TOWN HIGHWAY Steve Perkins, Kris Coville, Penelope Doherty, James LaRock (online), Brian Machesney (online), Linda Ramsdell

Meeting Agenda

Select Board Co-Chair Jim Jones called the meeting to order at 7:02 PM.

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

  None.

- **Action – Approve Select Board Regular Meeting Minutes of Wednesday, October 2, 2024**

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

- **Clerk Report – Michelle Warren**
  - **Action – Approve Craftsbury A & U Volunteer Payment** | A**lison motioned to approve the $15/hr payment (total of $1,732.50) from the Antiques and Uniques fund; Bruce seconded.** No further discussion. **All ayed. Motion passed.**
  - Insurance Report Corrections – must make repairs/corrections addressed in insurance report: door signage, etc.; Gazebo – floor-related; can lock and prevent use. Fundraise to build new gazebo and pavilion; block off so no one goes on it by the 17th (signage & taping).
  - Town Hall & Town Garage VLCT Renewal Form | Bruce – completed. .

- **Discussion – Brief Introduction of Headwaters Community Trust | Linda Ramsdell**

  Linda Ramsdell, one of several organizers of nonprofit Headwaters Community Trust, Inc., provided a brief introduction to the group and its activities. In March 2023, Craftsbury Presbyterian Church began addressing housing affordability in Craftsbury; held several community housing forums. Meets on fourth Sunday of each month at 4 pm; open to all and all are welcome. About a year ago, a working group formed to explore the community trust concept; about 10 in total representing Craftsbury, Albany, Greensboro, Wolcott, Glover. An organic process. Few people started exploring and then others joined. Develop a flexible community land trust. Community land trust model: basic aim is community-led development on community-owned land (donated or purchased). Develop housing or redevelop existing property and have held in perpetuity; more interested in creating home ownership and a resale formula to ensure remains affordable but owners recoup investment plus. Craftsbury Town has a conservation fund. Keep assets in community ownership and control; community land trust can buy parcels to be held in community. Focus: next generation of families, workforce housing for teachers, etc. More info on website: headwatersnek.org. Vermont is a leader in community land trust; organizational phase. Assisted by Alison Lowe from NVDA; Preservation

Trust of Vermont is fiscal sponsor (small business development; hours of legal services, etc.). Have been in talks with Planning Commission; we are visiting Select Boards in each Town and service areas.

- **Discussion / Action – N2N Requests Re Membership and Officer Changes | Kris Coville and Penelope Doherty**
  Craftsbury Neighbor to Neighbor Task Force (CN2N) August 12 meeting brought to board for approval; hoping to change officer configuration based upon breath of task and to expand its membership to better meet business, organizing needs. Instead of chair, vice-chair, secretary; propose two co-chairs and a treasurer. N2N Board requires Select Board approval to make the change. Reason for change: doing lots of tasks in emergency management and individual help; natural split evolved into this based on tasks /work being done. Works better as a tag team. Membership: have seven; want to increase to 11. Want a strong representation; COVID model no longer functional. **Alison motioned to allow the CN2N board to change the officer configuration (co-chairs and a treasurer) and expand the membership from seven to 11; Bruce seconded the motion. All ayed. Motion passed.**

- **Action – Letter & Bill Re Consolidated Communications Property Damage**

  In hands of insurance carrier; VLCT needs approval to go ahead with the claim process. **Bruce motioned to allow VLCT to proceed with the claim regarding damage to Consolidated Communications pole and bill from Hardwick Electric; Alison seconded.** No further discussion. **All ayed. Motion passed.** Note: Hardwick Electric changed practice; Town must have a better practice regarding contractors and their insurance.

- **Discussion – Plowing Contracts**

  Must extend an RFP for road work, plowing, improvements; Alison will meet with Michelle to develop.

- **Committees**
  Action – Recreation Committee | Caspian Swim Program Discussion: Town paid significantly more (double) than expected/estimated; quote was $2,500 and Town paid $5,515. **Bruce motioned to cancel the contract with Aquatic Connections LLC/Caspian Swim Program; Alison seconded.** No further discussion. **All ayed. Motion passed.**

- **Road Foreman Report**
  - Draft Letter: Steve Marckres – push to next meeting; have personal discussion with him.
  - **Action – Approve Salt Quote from Cargill** | Discussion: Test pits: not good; possibly two-three years of sand. Need 6K tons/annually for sand. Salt quote: $96.25/ton - contract (estimate 1200 tons; typically use 700-800 tons); **Bruce motioned to authorize Steve Perkins to sign the quote from Cargill; Alison seconded. All ayed. Motion passed.**

- **Upcoming Projects to Keep on Agenda**
  - Employee Policy
  - Gravel Pit Contract
  - Appointments Trail Committee
  - Unclaimed Parcels
  - Community Development position
  - Test Pits at Gravel Pit

- Triggers for Opening the 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-ins That have Business to Come Before the Select Board**

  NEK Broadband Transfer Agreement – Brian Machesney provided final draft of transfer letter/agreement; can call and discuss details individually with Select Board members but also want to schedule a meeting at your earliest convenience to approve / vote on document, which is a modification of the original document between the State of Vermont and NEK Broadband when transferred. Using that as the foundation. NEK Broadband would basically relieve Town of all responsibility of network after transfer with rights to change back and peruse options should NEK cease to function as a CUD. The deadline has passed and NEK Broadband needs to get this signed to get lines to Greensboro and Hardwick Electric; Consolidated is balking until formal transfer agreement is signed. Special Meeting is set for Tuesday, October 22, at 6:30 pm at Town Hall.

- **Public Comment**

  None.

- **Decide Next Meeting Date & Adjourn**

  Tuesday, November 5, 2024, is election night; the next Regular Select Board Meeting will be held on Wednesday, November 6, at 7 pm at Town Hall. Meeting adjourned at 8 pm.

Respectfully submitted,

Victoria Hudson
Select Board Clerk

Abbreviations/Acronyms
CUD – Communications Union District
NVDA – Northeastern Vermont Development Association
VLCT – Vermont League of Cities and Towns