TOWN OF CRAFTSBURY
SPECIAL SELECT BOARD MEETING MINUTES

TUESDAY, OCTOBER 21, 2025
7PM | CRAFTSBURY TOWN HALL

Present Alison Blaney, Bruce Urie (Jim Jones on vacation) | TOWN CLERK Michelle Warren | Sheriff Jennifer Horton (ORLEANS COUNTY SHERIFF'S OFFICE); Isaac Jacobs (CRAFTSBURY SCHOOL BOARD); James LaRock (RESIDENT - ONLINE); Steve Perkins (HIGHWAY & FD); Graci Kenyon-Rudolph (CONNECTABILITIES EXECUTIVE DIRECTOR-ONLINE); Chief Deputy Richard Wells, Jr. (ORLEANS COUNTY SHERIFF'S OFFICE)

Meeting Agenda

Alison called the meeting to order at 7 pm.

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

  Add: official approval of Penelope applying for grant

- **Action – Approve Select Board Regular Meeting Minutes of October 6.**

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

- **Discussion – Sheriff Department: Discuss Speeding, Possible Contract**

  Traffic recommendations provided by the Mannix family about speeding on the Common: [suggest stop signs on two sides of Common; three way stop at intersection; enforce; small percentage of fines would be returned to Town directly]. Deputy Chief Wells noted their document was more notes than any official recommendations; notes from discussion he had with them. Mr. and Mrs. Mannix contacted Sheriff's Office about speeders. How to slow down? Enforcement: how to enforce? Orleans Sheriff's Office has numerous contracts with area Towns. Town must first have ordinances established regarding speed, etc., so if tickets written under those ordinances a percentage is returned to Town. Small percentage. Focus not on revenue but on safety. Most towns, exception of Greensboro that has large needs, range from 5 to 8 hours week for service: services include more than just traffic patrol (also neighborhood disputes, etc.): $15K-$17K for 5 hours per week. Rate will be increasing for next year. Activity log to measure effective and calls. Orleans Sheriff's Office open 6 am to midnight. Process forward (if hiring sheriff): Select Board must determine how much time/hours and add as warrant.

- **Discussion – Elementary School Ownership Options | Cedar Hannon**

  Cedar Hannon unavailable; however, School Board member Isaac Jacobs, who was attending to hear about the traffic topic considering school has traffic concerns, spoke on behalf of the School Board. Noted that currently, there is nothing for the Select Board to do; School Board is reviewing draft template. Goal for Select Board and School Board: to ensure the Town maintains ownership of the Elementary School building / property (town asset) in case of redistricting aspects.

- **Action —ConnectABILITIES | Request an Exemption to the Requirement of Needing 5% of the Craftsbury Voter Signatures for Town Appropriation Petition**

  Formerly known as OCC, ConnectABILITIES is a nonprofit founded in 1988 to connect community volunteers with people with intellectual and developmental disabilities for empowerment and engagement of all community members. It has had a long relationship with Craftsbury. Executive

Director Graci Kenyon-Rudolph explained how the funding mechanism for the organization has changed and its plans going forward (DBA as ConnectABILITIES: but 501(c)(3) belongs to the Orleans County Citizen Advocacy). Two years ago: asked to work with organization (which was down to skeletal size) to determine future: either fold or become something serving all of Orleans County. At that time, just two volunteers on board. Since 2023, budget covered primarily by Town appropriations (less than $10K annually). OCC was originally was formulated so that people with disabilities in towns in our communities – other than people who were related or paid – very few had friends or connections not biologically related. Determined best to use volunteers. COVID restrictions limited in-person meetings; volunteers aging out; lots gone because they are deceased. Moved to another model: instead of volunteers now provide services for integrated program. Now have full-time case work; a 24-7 help line, where callers connect to a live individual. Programming: partnering with other service providers and non-profits. Town appropriations help fund it; have exceeded what Town appropriations cover; they are a constant foundation. The Executive Director, consultants – rather than having paid / salaried individuals, it is a per-hour basis: hours are donated back; if everyone compensated for professional time, would be cost-prohibited for serving as many as organization does. In past, volunteers conducted signature-gathering at large events, fairs, etc. to meet the minimum signature requirement for Town appropriations. Now it'd be a paid consultant that would compete with Town contributions, diminishing them. Our request: if we don't obtain the 5% requirement, can organization obtain an exception?. Town has established new policy that requires signatures as part of appropriations request; need to know how many Craftsbury residents served by ConnectABILITIES, etc. Kenyon-Rudolph will provide updated Mission and Vision statements, values, board members, areas of expertise, and status of activities. (NO Action)

- **Action – Approve Tobacco, Tobacco Substitute and Liquor License for Ishree (C Village Store)**

  Alison motioned to approve the Tobacco, Tobacco Substitute and Liquor License for Ishree; Bruce seconded. All ayed Motion passed.

- **Action – Review and Approve Public Records Inspection, Copy and Transmission Policy (request for inspection or copying of public records and rates)**

  VLCT recommended updating. **Alison motion to accept the Public Record Reporting policy submitted by Michelle and approved by Town Attorney; Bruce seconded. All ayed. Motion passed.**

- **Discussion — Review Blue Cross / Blue Shield 2026 Rates**

  Health Insurance premiums increases: single: $43.60 / month (two persons: $187.26)

- **Discussion – Reappraisal Compliance Status Letter**

  Woodbury overdue; Craftsbury out of compliance: RFPs distributed; no response. Only responses are for four years out: 2029 appraisals are what can be done. Just an FYI.

- **Discussion – Wolcott's Sample Town Administrator Paperwork from Susan Houston**

  Susan emailed the Board these documents.

- **Action – Approve Turkey Trot November 23rd 2 pm**

  Bruce motioned to approve the Turky Trot at 2 pm; Alison seconded. All ayed. Motion passed.

- **Discussion – Truck Bid Status**

  Awaiting word from Tyler. Counter offers placed. Have been approved for the $500 tire grant; Board would like us to get biggest bang-for-buck. Priced by weight not tire size. Average $6/83 tires in

truck: if more than $500 will Town cover difference? Will be working afterward with Solid Waste District Board, Eric Pogue and Nelsons etc. to try to create a deterrent to people dumping tires.

- **Committees**
  - Conservation Committee – Replacement needed for three positions
  - Committee Recruitment – Revised online sign-up for getting elected committee members
  - Trails Committee – Approve up to $100 for box of plastic blazes for the trail
  - Mental Health Group – Walk this Saturday on the Common at 1
- **Clerk Report**
  - Telephone system quote Spectrum – will be sending info to us; Gretchen conversation
  - Update on new website
- **Road Foreman Report**

  Request from Denise O'Connor Horse signs for horseback riders S. Albany Road (suggest before Twin Bridges Road or Allen Hill Road); if wanted, Town can order but they must pay - $100 each.
- **Executive Session | Contracts & Lease (Do not go into until full board is present)**
  - Contracts (1 V.S.A. 313(a)(1)(A))
  - Mellett Gravel Pit Lease
- **Upcoming Projects to Keep on Agenda**
  - Selectboard Hearing Town Plan - Oct. 28th at 6:30pm
  - Morey Hill Dead End
  - 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**

  Want to get Purchasing/Procurement Policy added to agenda. Bridge construction: trash.
- **Public Comment**

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

  Tuesday, October 28 (Town Plan) at 6:30 pm at Town Hall. Monday, November 3, at Town Hall at 7 pm (Regular Select Board Meeting). Alison motioned to adjourn the meeting at 8:42 pm; Bruce seconded. All ayed. Motion passed.

Respectfully submitted,



Victoria Hudson
Select Board Clerk