TOWN OF CRAFTSBURY
SPECIAL SELECT BOARD MEETING MINUTES

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

Present Bruce Urie, Jim Jones | TOWN CLERK Michelle Warren |Steve Perkins (HIGHWAY & FD); Christopher Roy (ONLINE)

Meeting Agenda

Jim called the meeting to order at 7:02 pm

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

  None.

- **Action — Approve Select Board Meeting Minutes: Special Meeting on November 17th and Regular Meeting of November 18th**

  Regular Meeting Minutes: Corrections: remove the Tanner Road item from plow bid; change the $1M in taxes to outstanding/to come in. **Bruce motioned to approve the regular meeting minutes with the noted changes; Jim seconded. All ayed. Motion passed.**

  Special Meeting / Executive Session of November 17th: **Bruce motioned to approve the special meeting minutes as submitted; Jim seconded. All ayed. Motion passed.**

- **Discussion – Update on Legal Complaint / Lawsuit by James LaRock and Melanie MacEachern**

  VLCT advised that the matter / complaint has been sent to a coverage analyst; an attorney also has been assigned to the case.

- **Committees**

  Nothing to report.

- **Clerk Report**
  - Quote phone system-National Business Technologies: quote sought from National Business Technologies; awaiting costs for connecting to alarm system
  - Tax Update – more received; making progress; 45 tax bills mailed this week; only small number of delinquencies

- **Road Foreman Report**

  Uniform / Outfit cleaning costs; Rock/Sand mixing; Plow Hitch for truck
  Uniform / Outfit Cleaning Costs: UniFirst to Cintas would save significant dollars. UniFirst appears to be billing for services not received; average invoice (rugs, shirts, pants, coats) is $230/per week. With Cintas, same items would cost $93; adding personal coveralls would bring amount to $103 per week. Several items on UniFirst invoices not getting; e.g., mop, hand sanitizers; double-billing for energy. If the company change is done by January 1, the savings by switching to Cintas will make it a "complete wash." Will contact UniFirst about concerns and report on response.
  Electrician Estimate: lamp for fire house work bench areas; extension; transfer junction in firehouse.
  Sanding: moved up to spring to be first. Coming into budgeting: need crushing requirements etc.

Have requested a meeting soon to discuss mixing rock/sand, etc. He's agreeable. Would prefer a Select Board member attend meeting.

Action – Plow Hitch for Truck – discussion of various options for replacing: can rebuild so works on all three trucks; plow frame would fit on all three. $4700 estimate with $4K for a total of $8700.

Bruce motioned to start the plow frame work with Bill Allen for $4700 and the $4K for $8700 total; Jim seconded. All ayed. Motion passed.

Discussion of replacing generator; downsizing to smaller generator (HVAC issues: air conditioner)

- **Upcoming Projects to Keep on Agenda**
  - Town Plan Recommendations Meeting & Budget– Wednesday 12/3 at 10 am
  - Change Meeting Day for Select Board: Select Board Member schedule for sports
  - Approve UniFirst Contract
  - Replacement needed for 3 positions on Conservation Commission
  - Phone System Replacement
  - 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**

  Contractor Letter
- **Public Comment**

  Christopher Roy had questions about lawsuit; to be brought up at tomorrow's special meeting.
- **Decide Next Meeting Date & Adjourn**

  Meeting adjourned at 7:46 pm. Next meeting: TBD.

Respectfully submitted,

Victoria Hudson
Select Board Clerk