TOWN OF CRAFTSBURY
SELECT BOARD SPECIAL MEETING MINUTES | CLOSE BOOKS

TUESDAY, DECEMBER 30, 2025
9AM | CRAFTSBURY TOWN HALL

Present Alison Blaney, Jim Jones, Bruce Urie| TOWN CLERK Michelle Warren; Steve Perkins (HIGHWAY & FD)

Meeting Agenda

- **Action — Call Meeting to Order |** Jim at 9:10 am
- **Action — Adjustments / Changes to Agenda |** Craftsbury School Board Chair Kasey Allen contacted Town Clerk to verify order of presentations at Town Meeting: who goes first? Give Bruce permission to sign contract with the crushing/screening company for contract for gravel pit screening
- **Action — Permission to Sign Crushing/Screening Contract |** Old business; every year we will Manchester Materials come; will put Craftsbury first for next spring. **Alison motioned to approve Bruce's signing of the contract with Manchester Materials; Jim seconded. All ayed. Motion carried.** (add to future agenda discussion items: using Manchester Materials to close gravel pit).
- **Discussion — Review / Update Budget |** Can start working on articles for Budget next week. Petition signatures? Not getting many. For Warnings: wording about taxes on Tax Day; notice about hiring of Town Clerk (must be on for a year). Fire Department; doing budget next week.
- **Discussion — Carry Over Year-End Balances |** Town has ~$340K in bank checking account; last-minute bills will be paid. Bridge design bill: $55K (can pay half now and half later or all at once). FEMA provided $78K for bridge design. Town will pay the $55K in full: $340K less the $55K = $285K; there's about a $38K carry-over (committees that lack bank accounts and fire department): do you want to show $40K to make it easier? Historically, Town has always rolled over about $30K to $40K (last year kept an additional $100K over what was earmarked). Dollars shown in parentheses represent grants, donations, fire department roll-over. $150K roll-over and remainder to stay in checking account. Continue to budget $60K in next year budget for bridge construction (to ensure FEMA reimbursement). $150K to infrastructure; $55K to bridge design; $40K for committees, fire department, etc.; remainder to checking account.
- **Other Business & Walk-ins That Have Business to Come Before the Select Board**

  None.
- **Public Comment**

  None.
- **Decide Next Meeting Date |** Another Budget Meeting: Tuesday, January 6th at 9 am; Next Regular Meeting will be Tuesday, January 6th, at 7 pm. All meetings at Town Hall.
- **Adjourn |** Meeting adjourned at 9:30 am.

Respectfully submitted,

Victoria Hudson
Select Board Clerk