TOWN OF CRAFTSBURY
SELECT BOARD BUDGET MEETING MINUTES

TUESDAY, JANUARY 6, 2026
9 AM | CRAFTSBURY TOWN HALL

Present Alison Blaney, Jim Jones | TOWN CLERK Michelle Warren

Meeting Agenda

Discussion – Status of Books

Checkbook items for balancing arrived Saturday.

- Checkbook balance: still payments to be made: $163K remaining (less the holding over for committees, etc., it's $125K). That's a bit more than usual.
- Health Insurance costs; payroll expenses need to be added.
- Tractor (loan: still owe $30K) – will show up under total costs: $15K payments
- Contractor services: hiring people for culverts, mowing services, etc.

Will finalize upon completion of checkbook balancing, determination of salaries/payroll.

Discussion – Draft Warning

Town Clerk shared draft of Town Warning.

1. Appropriations: 5 or 10 appropriations fully completed. Not showing on draft warning currently; only showing placeholder data (shows last year's data)
2. Town Clerk to send Consent Forms to incumbents; must have signatures and forms.
3. Notation: Town Meeting immediately following 9 am Town School District Meeting
4. Article 17: regarding the postmark wording: by physical delivery to Town Treasurer before 4 pm on that date (or delivery to the municipal office postmarked on or before that date). the USPS changed its postmarking policy in late 2025, clarifying that the date on machine-applied stamps reflects when mail is first processed at a facility, not when it's dropped off. This means time-sensitive tax documents, ballots or other such items could be postmarked days later, potentially missing deadlines. Sometimes, USPS does not postmark letters. For guaranteed dates, customers must get a manual postmark at a Post Office counter or use Certified Mail, and mail important items well in advance. Town Policy will require update: Town will no longer accept postmarks based upon USPS changes and State mandates required for Town to meet.

Public Comment: None.

Next Select Board Meeting: Regular Select Board Meeting: Tuesday, January 20th, at 7 pm.

Meeting Adjourned: 9:45 am

Respectfully submitted,

Victoria Hudson
Select Board Clerk