TOWN OF CRAFTSBURY
SELECT BOARD MEETING MINUTES

TUESDAY, JUNE 16, 2026
7:30 PM | CRAFTSBURY TOWN HALL

Present Alison Blaney, Jim Jones, Bruce Urie |TOWN CLERK Michelle Warren, ROAD FOREMAN Steve Perkins | CRAFTSBURY RESIDENTS: William Day, Dwight Denton, Paige Hartsell (NEKO), Reed Holden (PLANNING COMMISSION), Judy Mannix, Matt Mannix, Kurtis Mellett, Margot Day Mellet, Chris Sanville, Craig Taylor (ENERGY COMMISSION) | **Online:** Christopher Roy (NEWPORT DAILY EXPRESS)

Meeting Agenda

- **Action — Call Meeting to Order | Jim at 7 pm**
- **Action — Adjustments / Changes to Agenda | Add the following:**

1. Mannix – update on speeding on the Common matters;
2. Hatch Brook Road Work: Chris Sanville
3. Memoriam Contribution: in memory of Ed Williams
4. Signature Required: Bank LOC (Line of Credit) for bridge work
5. Liquor License: Outdoor Center Food-share event on 6/27
6. Real Estate Sale: Sterling College by VT Commercial
7. Act 181 Letter: Needs signature
8. CCCC: Loan of four tables
9. Tax Rate: set the date for establishing a tax rate

- **Action — Approve the Meeting Minutes of June 1, 2026 |** Bruce clarified: under Road Foreman report regarding speed carts. Checked with State Highway Dept, which has multiple speed signs. The radar signs – speed carts – are no longer available; no longer working and will be sold at state surplus auction. Difference between speed carts and speed signage. **Bruce motioned to approve the meeting minutes with the clarifications; Alison seconded. All ayed. Motion passed.**
- **Discussion — Building Notification Form-Planning Commission | Reed Holden**

  Planning Commission member Holden discussed draft form designed to assist listers and other matters. At last Commission meeting, discussed the form: two items – spoke with Albany and obtained info from Jeremiah. Albany uses a simple form which goes to all taxpayers; has about 70% participation. Information is important to have. Regarding statistical analysis: the State requires equity and fairness. Towns must prove they have a system in place. No project or build will go unnoticed or unaccounted for. The form in its previous version would satisfy those requirements. Brings up issues of enforcement. For some, the previous form might seem burdensome or bureaucratic. Questions: logistics - how much would the Town want to invest to maximize participation? How to communicate the need and purpose of form to residents? Could a mailing be used to distribute form? Planning Commission wanted to bring these questions, feedback to the SB. Form is informational: should include contacts for wastewater, flood zone and other topics of concern to property owners; for a new build, for new landowners. How to raise awareness about need to notify Town of significant projects and to make lister job easier. SB will digest the PC feedback; a mailing is a good idea/start. Reed will report SB remarks to the Planning Commission.

- **Action — Possible Approval of HVAC Contract Under MERP Grant | Craig Taylor**
  MERP = Municipal Energy Resilience Program; reviewed budget for Town Hall work: encompasses heating/cooling/ventilation for Town Hall. Energy Committee has reviewed; took action to bring this before SB for approval. Budget and scope of work – only one contractor responded. Lots of opportunity to become more efficient on budget as project proceeds (will lower final budget). When this building scope of work is completed, there's still significant amount remaining in grant and do not want to lose it. Want to research other projects. Tonight ask SB to approve the Town Hall Budget and Work Scope presented by Bill Chidsey (Solar Harvester). Work at Greensboro Library just completed; very similar to this building and work. Will have both cooling and ventilation in Town Hall. **Alison motioned to accept the Town Hall Budget and Scope of Work Proposal submitted by Bill Chidsey; Bruce seconded. All ayed. Motion carried.**

- **Action2W1 — Approve $2,500 Request from Farmers' Market for Makers, Creators and Collectors Fair from the A & U Account | Kris Coville**

  The Makers, Creators and Collectors Fair will be managed by Craftsbury Farmers Market; applications received; will be about 55 vendors at the event. Farmers Market works to keep fees low. Do not have a large budget to do community events; seeking to tap funds from the available Antiques & Uniques Fair residual fund for start-up costs ($2,500 to assist with advertising, banner, signage and fliers and pay for musicians and port-a-potties). **Alison motioned to make a one-time donation of $1K to the Craftsbury Farmers Market to start the Makers, Creators and Collectors Fair; Bruce seconded. All ayed. Motion passed.**

- **Weight Permit**
  Sawyer Trucking LLC

- **Action – Approve Fireworks Permits |** Town received two requests from same groups that requested and were granted permits last year. Fire Dept. must sign off on it as well. **Alison motioned to approve the Fireworks Permit for Alan Paquette, pending approval by the Town Fire Chief; Bruce seconded. All ayed. Motion passed.**
  Alison motioned to approve the Fireworks Permit for Cathleen Gray(sp?), pending approval by the Town Fire Chief; Bruce seconded. All ayed. Motion passed.

- **Discussion — KuRRve-NEKO Has Been Awarded a $50K Grant to Help Establish Resilience Hubs Across NEK |Paige Hartsell**
  Hartsell, director for KuRRve (kingdom united Resilience & Recovery effort), a long-term disaster recovery support organization formed following the 2023 and 2024 flood damages in the NEK (Caledonia, Esses and Orleans counties). Received more than 2K calls; outreach to all includes various levels of disaster case management: extensive rebuilding and repair. Partners with Northeast Kingdom Organizing (NEKO); the long-term flood-recovery support suggested by FEMA. Have identified different regions for location of resilience hubs. Currently have nine NEK Disaster Resilience Hubs for storage of supply buckets with tools, supplies and equipment to assist with homeowner repairs, etc. Supply types include: work totes, respirators, dehumidifiers, sump pumps, suits (anything for mold remediation work). Are considering using the Resilience Hubs also as places for community and relationship-building events; communities can identify vulnerable residents. NEK Disaster Resilience Hub map shows location for each as well as the contact information. Barton Hub is "the most robust": two community meals, events, flood supplies, blood pressure checks, dental clinics. Best-case scenario: having more like these built around the Kingdom; NEKO received a grant that can be used to make them more robust. Five Craftsbury neighborhoods have been identified as

potential sites for a permanent location of a hub. Asking the Select Board to start researching potential locations (outside flood zones); consider identifying a core group of individuals to help identify the areas and use the tools created to assist communities to identify strengths and weaknesses when it comes to resiliency, i.e., natural neighbors as partners (Albany, Greensboro, Wolcott) because in a flood event access may be cut off. No timeline. Maps and tools available online to assist. No set timeline; just bringing to SB for consideration, initial planning.

- **Common Speeding |**Common Residents Matt & Judy Mannix following up re excessive speed, residents ignoring 35 mph. Submitted this formal request for inclusion with SB minutes. Seeking direction from Select Board for next steps. Want to keep this out in front; issue extends beyond the Common. Feedback from library meetings with the community. About a year ago voiced concerns: now requesting SB take a "more active role in the impact of traffic management in a combined effort between the community and its elected officials." SB is aware of library meetings; last fall requested a sheriff review and report on findings, costs. "We hear the concern; the Town lacks the funds." Possibility of funding with any grants would help. Very tight Town budget; will increase again due to sand and gravel additional costs. Sheriff patrol cots: four hours per week had a high cost; patrolling only two hours. Issue is not so much for police enforcement; more for traffic mitigation efforts – speed humps (plow issues); stop signs do not work. Some speed humps can be removed.

- **Hatch Brook Road Work – Chris Sanville |** Concerns as a resident who lives near bottom of watershed. Wants to be kept in the loop and apprised; "a ton of water in that hill." Previous discussions with retired foreman Steve Marckres re swamp, keeping pit open, gravel dug by the bride. Have permit from the State to dig gravel. Town will advise when State inspections done; can join. Possible Grant-in-Aid and Better Back Roads grants for additional work: currently two projects starting: for top portion of road only. Road Foreman will keep Mr. Sanville informed.

- **Committee Reports**
  Recreation Committee
  - **Action – Add Allie Hastings to Rec Committee**: Joe Houston's wife wants to join. **Alison motioned to add Allie Hastings to the Recreation Committee; Bruce seconded. All ayed.**
  - **Action – Dates for 2026 Bike Nights:** Second Fridays (June 12th, July 10th, August 14th) **Alison motioned to approve the nights (for road closures); Bruce seconded. All ayed. Motion** passed.

- **Clerk's Report**
  - Town Clerk shared first draft of Letter to Accompany Tax Bill; tax bills will be sent. Grievance day (June 25th) held by Listers; set tax rate at end of month; edit regarding mailngs).
  - **Administrative Action – Approve Liquor License for June 27th Food-Share Event:** hosted by the Craftsbury Outdoor Center. **Alison motioned to approve the Concrete Foundation, Inc. liquor license; Bruce seconded. All ayed. Motion passed.**
  - Vermont Commercial: will be handling the sale of Sterling College; parsonage and carriage house excluded.
  - 181 Letter: SB had approved but did not sign; Jim signed but need remaining two signatories.
  - 4Cs – fyi: Town to loan them four tables

- **Road Foreman's Report**
  - Highway Project: completed
  - Mailbox: not yet done; have not heard back

- Grants Paving: here on the 29th – Town crew will handle flagging for them
- July 6th: Start Merritt Road project
- Bridge Construction: started – new bridge will be delivered; told it's been completed; Tyler sent bill for services on bridge. Invoice: $357,620 – contacted Holly at Bank and advised to start process
- Road Work Complaints: culvert to a person's land; driveway…not yet done with all roadwork.
- Steve – Mapping Road: given the Mission New England lawsuit (~2011/12), discontinuance would not stand up in court if property ever sold; would prevent a clear title. Suggestion: just close it. Property three-day advance notice/advertisement. Have men on site; can throw up and solve the problem. Close it. Set a date and notify at least 30 days; add to next agenda (July 21st at 5:30 pm – meet / appear at site).

- **Action – Donation to Hospice Care in Honor of Edmund Tex Williams:** $100 donation to the Orleans VNA & Hospice. **Alison motioned to approve the $100 memorial donation to Orleans VNA & Hospice in remembrance of Edmund Tex Williams; Bruce seconded. All ayed. Motion passed.**
- **Other Business & Walk-ins with Business to Come Before the Select Board**
  None
- **Public Comment**
  None
- **Executive Session | (1 V.S.A. § 313(a)(1)(A)) – Discussion of Gravel Pit Contract with the Melletts**
  Alison motioned to enter Executive Session at 8:29 pm; Bruce seconded. Adjourned into ES.
- **Upcoming Projects to Keep**
  1. Discontinuance of Stephen Martin's untraveled road
  2. VOIP Phone Service Update (transition to NE Wireless)
  3. Building Notification Form Update – Planning Commission
  4. Throwing Up Road – Stephen Martin
  5. Winter Bids for next year (including Tanner Road) – contact Cody Thompson
  6. Appropriations Policy Review/Update
  7. Purchase Policy
  8. Cell Tower Regulation
  9. Contractor Letters
  10. Unclaimed Parcels
  11. Emergency Shelter Triggers, Assistance, and N2N Activation
- **Decide Next Meeting Date |** Tax Rate Mtg: June 30th at 9 am; Regular Select Board Mtg: 7 pm on Tuesday, July 7th at Town Hall.
- **Adjourn |** XXXXXXXXXXX

Respectfully submitted,
Victoria Hudson, Select Board Clerk