TOWN OF CRAFTSBURY
SELECT BOARD MEETING MINUTES

TUESDAY, SEPTEMBER 15, 2026
7:00 PM | CRAFTSBURY TOWN HALL

Present Alison Blaney, Jim Jones, Bruce Urie | TOWN CLERK Michelle Warren; ROAD FOREMAN Steve Perkins

Meeting Agenda

- **Action — Call Meeting to Order | Jim at 7 pm**
- **Agenda Adjustments Changes — No Executive Session (leftover from last meeting agenda)**
- **Action – Approval of Select Board Meeting Minutes of September 1st**
  Alison motioned to approve the Select Board meeting minutes of September 1st; Bruce seconded. All ayed. Motion passed.
- **Town Garage Bridge Update – Bruce**
  Completed; meeting Thursday morning regarding payment.
- **Action – Set Up Six-Month Review for Karl Fontaine**
  Mr. Fontaine's duties with road crew; SB requested information to be provided for review. Review date: Sept. 23rd (9 am)
- **Action – Review / Approve Plowing Bids**
  Board opened two bids received: Tanner Road excluded but both bids included cost if added. For Dec. 1st to Apr. 1st CT Stoneworks $4500 (Tanner, an additional $700: $5250 total) and Gravel Construction $5900 (if Tanner added an additional: $2800). **Alison motioned to accept the CT Landscaping quote; Jim seconded. All ayed. Motion passed.**
- **Discussion – Tree Concern on Black River Road**
  More than one that requires trimming; no school Monday**.** Alert area residents that on Monday, 8 am - Noon (Black River Road between elementary school and Brown Drive) will have trimming work. Discussion of mowing: at what point can Town determine when mowing required in areas of "No Mow" signage? Some residents prefer DYI vs Town mowing.
- **MERP Update**
  Downstairs room mostly complete for battery; roof all completed, but scaffolding needs removal. Solar rep and electrician expected. Progress continues.
- **Discussion – Gravel Pit (Request for $4,800 by Margot and Kurtis Mellett)**
  Review of prior discussions; no money until Town reclaims pit. No funds for October 1st. If Town has permit in its name, need to address agreement and officially terminate. Right-of-Way allowed Town to cross other property to access the pit. Town wants to know their intentions. Engineer will come and review. Road signage mentioned; sign installed. Board requests they attend the October 13th meeting to discuss; Town Clerk will notify.
- **Committee Reports**
  Mental Health Resource Group – Annual Walk in October

- **Clerk's Report**
  - VoIP: hooked up to Fire Alarm; went off throughout the weekend. Discussion of work.
  - Tax Receipts: good flow of incoming payments
- **Road Foreman's Report**
  - Eric Pope: bridge on Post Road; haven't submitted a structural grant in quite a while (if able to wait until FY2028, the next round of structural grants will come out). Start process now, almost guarantee $40K-$50K for July 1st, 2027.
  - Shoulder stripping: Collinsville Road, etc. (for water drainage)
  - Road work: mailboxes, Mellets
  - Tenco: applicator system quote. Seminar this year in Hyde Park; would like to attend (brine, grants, etc., on October 8th); treated vs untreated road salts. If using brine as a pre-treat, regular salt will work better; helps maintain low salt costs while providing better road coverage.
  - Meetings to discuss trucks and obtain quotes.
- **Other Business / Walk-ins**
  Mail received for Jeremiah: for re-appraisal. Backlog of re-appraisals throughout State.
- **Public Comment**
  None
- **Upcoming Items for Agenda**
  - VOIP Phone Service Update (transition to NE Wireless)
  - Review Audit Suggestions
  - Employee Handbook regarding boot reimbursement
  - Update the FAQ document for Building in Craftsbury
  - Purchase Policy
  - Cell Tower Regulation
  - Unclaimed Parcels
  - Emergency Shelter Triggers, Assistance, and N2N Activation
- **Set Next Meeting Date**

  Tuesday, October 13th at 7 pm at Town Hall
- **Adjourn |** Jim at 7:53 pm

Respectfully submitted,
Victoria Hudson, Select Board Clerk