TOWN OF CRAFTSBURY
SELECT BOARD MEETING MINUTES

TUESDAY, OCTOBER 13, 2026
7:00 PM | CRAFTSBURY TOWN HALL

Present Alison Blaney, Jim Jones, Bruce Urie | TOWN CLERK Michelle Warren; ROAD FOREMAN Steve Perkins Dwight Denton; Jeremiah McCann; Kurtis and Margot Mellett; Christopher Roy (NEWPORT DAILY EXPRESS); Craig Taylor

Meeting Agenda

- **Action — Call Meeting to Order |** Jim at 7 pm
- **Agenda Adjustments Changes —** None
- **Approval of Select Board Regular Meeting Minutes of September 15th: | Alison motioned to approve the meeting minutes; Bruce seconded. All ayed. Motion passed.**
- **Discussion / Action – Listers | Jeremiah McCann**
  - Review / Approve – Reappraisal Proposal • have received a proposal; have issued RFPs however every available contractor indicates heavy schedules (one not available until 2032; another requested the Town stop sending RFPs to him). One up for consideration is from company that provided services to Town in 2018. Start inspecting property in January 2027 (for 2028 reappraisal). Company transitioning ownership; original owner will assist new ownership. Cost: $109 per parcel: Town has a total of 775 ($84,475+ some additional costs for updates, etc.); Town funding account for reappraisals currently over $100K (based on annual set-asides for appraisals: a bank account and a CD). State contributes about $7K annually. **Action – Bruce motioned to approve the Vermont Appraisal Company reappraisal services proposal; Alison seconded. All ayed. Motion passed.**
  - Review / Approve – NEMRC (New England Municipal Resource Center) Upgrade • good time to update software to cloud-base: allows flexibility in work (not just in office). Currently pay ~$1K a year for existing appraisal program; new cloud service would cost a one-time $700 fee to move all info; then $20 per month for access ($60 for three; after reappraisals, can eliminate one access). Another software option available; however, need more info. SB wants more info before deciding. NEMRC provides a Computer-Assisted Mass Appraisal (CAMA) software suite known as MicroSolve CAMA (MSOL). **No action taken.**
  - Review / Approve / Sign – Lister Error & Omissions Certificate • State of Vermont changed how it taxes telecommunications property and infrastructure; want all Towns to add items to its list, but did not adequately advise Towns of requirement. Possible court cases from Towns regarding grievances about the way taxes were reconfigured: most of the telecommunications companies also disagree about the amount the State determined for values: need permission to update the Grand List with four properties / values: (Fidium Fiber: $204,100; Dish Network: $3,500; Vermont Telephone Co: $15,100; VT Wireless: $25,400). Once list updated, Town Clerk issues a new tax bills to them showing revised amounts, which they will probably grieve because they disagree. **Action – Alison motioned to sign the Error & Omissions Certificate so four properties can be added to the list, and new tax bills can be sent; Bruce seconded. All ayed. Motion passed.**

Discussion – Town Garage Bridge Update (Received $654,314.80) | Bruce

FEMA check received (between $72K - $75 awaiting from State). Town Clerk preparing check on Friday to pay off short-term $750K Community National bank loan on Monday: $725,904.68 check reflects FEMA reimbursement and portion from General Fund to cover the $72K-$75K awaiting State funds.

- **Action – Review w/Approve Sand Proposal – RE Vize** (moved to Road Foreman Report)

- **Action – Approve Outside Consumption Permit – Wunderkammer**
  Alison motioned to approve the Outdoor Consumption Permit for Wunderkammer Biermanufaktur (permit good for a year; no specific dates – includes three picnic tables and a porta-let); Bruce seconded. All ayed. Motion passed.

- **Discussion – Up for Learning | Susan Houston (RSVP)**
  Town received an in Invitation to the Friday, November 6th (9 am to noon) Up for Learning event (location TBD).

- **Action – Assign Title VI Coordinator, Test**
  State of Vermont mandates that Town must have a Title VI Coordinator.

- **Discussion – MERP Update | Craig Taylor**
  Getting closer to completion. All Town Hall heating by one of the two heating pumps; roof-top solar will be proficient after electrical inspection this week or early next week. Batteries connected and kicked in during recent power outage. Batteries are connected to and control the generator. Town Garage: lot of outside work done; batteries installed. Looking good. Two bills for SB attention: a) the progress payment to Sterling Mountain Solar; grant declined to pay for the generator because it was a replacement as part of a system (payment for $14K generator is by Town; grant is paying everything else). B) other bill is for the roof. The grant covers the South side and Town pays for North side work: 50-50 split. Total $63,632.60 (half of that is $31,816.30). Budget: over-budget on Town Hall and under budget on Town Garage. Exceptional work being done.

- **Committee Reports**
  - Rec Committee: Permission for the Common to be closed off for the Light Parade Dec. 12 at 6 pm and reopen by 6:30pm. Want to borrow cones to help close off the road. **Alison motioned to approve the Common road-closure permission for 6-6:30 pm on December 12th for the Light Parade; Bruce seconded. All ayed. Motion passed.**

- **Clerk's Report**
  - Upcoming November election: reminder of Nov. 3rd date
  - Taxes: due Nov. 15th
  - P&L report provided to SB
  - Quote from BCBS: can review during budget

- **Road Foreman's Report**
  - Met Judkins again at three different locations; two ok with; one want nothing to do with it. Other two areas (Hatchbrook Road – from bridge and almost to top of hill – five segments; Intersection of King Farm and Mill Village) submitted for grants and done by next summer.
  - **Action – Review / Approve Sand Proposal – RE Vize |** Received hand-written by Robert "Bob" E. Vize; provide for next year; would like to get started this year. Purpose: provide road sand to

Town of Craftsbury for 2027; want to start this fall. So long as sand remains of good quality. **Action – Alison motioned to accept the RE Vize Mobile Transport estimate for 2027; Bruce seconded. All ayed. Motion passed.**

- **Collinsville Road feedback |** SB received email from Mindy Waterhouse: "….the Collinsville Road has been maintained wonderfully this summer, has been graded regularly and the section that has consistent issues seems to be fixed. Thank you very much!!!" Spoke with Road Foreman Saturday afternoon.
- **Truck Maintenance Update |** hose keeps repeatedly blowing; splitting open (outer and inner coating separating). Figured it because of heat; air compressor running hotter in that truck. Getting a new air compressor; ran for an hour today and appears to be working. One truck quote received; awaiting one plow body company quote. Once all data/costs received, can discuss. Costs for any truck crossing the boarders to enter the USA are significantly higher.

- **Other Business / Walk-ins**
  None

- **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 27th at 7 pm at Town Hall

- **Executive Session (1 V.S.A. § 313(a)(1)(A)) – Discussion of Gravel Pit with the Melletts)**
  Alison motioned to adjourn to executive Session at 7:54 for the gravel pit discussion (contract negotiations) with the Melletts.; unanimous approval.

  Possible Action – at 8:34 pm SB resumed its Regular Meeting following the Executive Session; SB decided to make the final payment to the Melletts for materials received in 2026.

- **Adjourn | at 8:35 pm**

Respectfully submitted,
Victoria Hudson, Select Board Scribe