

**TOWN OF CRAFTSBURY
REGULAR SELECT BOARD MEETING
Tuesday, December 14, 2021
10 AM at Craftsbury Town Hall
*** Approved *****

Present: Jim Jones, Bruce Urie, Susan Houston, Michelle Warren & Steve Marckres

SELECT BOARD AGENDA:

meeting called to order at 10:10 am...

- **Action** - Adjustments/Changes to Agenda:
None

- **Action** - Approve of Minutes:
Jim asked to wait until next Tuesday to approve the minutes at the next regular Select Board Meeting.

- **Discussion** - Budget Preparation:
The Select Board worked with Steve on the Road Crew section on the budget. Michelle will talk with Yvette to help get started for the Town Office Budget.

- **Action** - Decision on Town/School Meeting - Australian or In Person:
Bruce contacted the Ryan at Craftsbury Schools to see if they can hold March's Town/School Meeting in the gym; hasn't heard back yet.

- **Action** - Decision on Yvette Brown's Retirement Letter:
The Select Board received a letter from Yvette Brown (see attachment, page 2), informing them that December 31, 2021 will be her retirement date and exit date. She is resigning from the Town Clerk and Town Treasurer position that she has enjoyed for the last 34 ½ years.

Bruce made a motion to accept Yvette Brown letter of resignation with appreciation for all the years of service, seconded, all aye, motion passed.

They discussed an open house for Effie to thank her for all she's done. They will check with Effie for possible dates.

Bruce made a motion to appoint Michelle Warren as an interim Town Clerk, until Town Meeting Day in March 2022, Susan Seconded. All were in favor, motion passed.

Bruce said Yvette has agreed to help as a consultant for when Michelle needs assistance.

Bruce will check with Yvette, about remaining vacation/sick time and insurance.

- Other Business & Walk-ins that have business to come before the Select Board:

Susan will put a notice out on FPF that the Town is looking for listers.

The Select Board discussed the Arpa working group being appointed, with other interested in the Arpa project to also be involved in the process.

They decided to put Bulky Day in the Town Report.

Steve will put 3-way stop signs up on Rabe's corner.

- Decide Next Meeting Date & Adjourn:

Meeting adjourned at Noon. Next Select Board meeting is 7 PM Tuesday, Dec. 21, 2021, at Craftsbury Town Hall.

Respectfully Submitted,



Michelle Warren

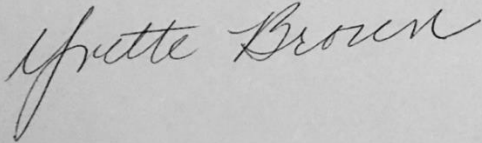
Attachment:

Town Craftsbury Selectboard

December 14, 2021

I am writing to inform you, that as of December 31,2021 will be my Retirement date and exit date. I am resigning from the Town Clerk and Town Treasurer position I have enjoyed for the last 34 ½ years. I have enjoyed working with the different Select boards and with the people of Craftsbury. The knowledge that I have acquired, will always be a part of me and what the meaning is of a "Town being a Family" is so true. I will be around. Thank you all so much.

Yvette Brown, Town Clerk & Town Treasurer

A handwritten signature in cursive script that reads "Yvette Brown". The signature is written in dark ink and is positioned below the typed name.