

TOWN OF CRAFTSBURY
SPECIAL SELECT BOARD MEETING

Tuesday, May 3, 2022
7 PM at Craftsbury Town Hall

Present: Jim Jones, Bruce Uri, Susan Houston | Michelle Warren, Kris Coville, Penelope Doherty

SELECT BOARD AGENDA

Jim called meeting to order at 7:04 PM.

- **Action** -Adjustments/Changes to Agenda

Bulky Day added to the agenda

- **Action** -Approve Minutes of April 26, 2022 Special Meeting

Bruce Uri motioned to approve the April 26, 2022 meeting minutes as submitted. Susan Houston seconded, all ayed; motion passed.

- **Action** – Decide Old Home Day – Kris Coville

Date set for August 13, 2022 – the second Saturday in August as usual. **Bruce motioned to approve the date for Old Home Day. Susan seconded, all ayed; motion passed.**

- **Discussion** – Recreation Committee Member Update

Kris Coville said she and Jodi Smith wanted to alert the Select Board that they will be leaving the committee. One new member has joined. Committee work encompasses traditional festivals that Craftsbury doesn't want to see stopped. Kris and Jodi will stay on throughout the year; would like to overlap departure with addition of new people to ensure smooth transition. Public invitation for people to join the Rec Committee will be done.

Recommended committee composition: have representatives from various outdoor / activity groups: from trails; from youth sports; various community organizations. This will foster communications among the various groups and facilitate improved communications and coordination of events. Existing committee is large in numbers with a few active members. Terms expire this year for several; participation is a one-year commitment. More male membership desired for heavy-duty support. Kris plans to remain on the committee in some capacity. Susan thanked Kris for her and the committee work on behalf of the community.

- **Action** – Decision to Hire Jason Santamore: Basement Work/South-side Windows Bricking

The quote for \$580 to complete the work was reviewed. **Bruce motioned to approve the work at the quoted price; he will coordinate with him on the project. Susan seconded. No more discussion. All ayed. Motion passed.**

- **Action** – Decide on Retirement Party for Former Craftsbury Town Clerk Effie Brown

Block Party is a go this year; so, during July 3rd Sunday night Block Party: open Town Hall to allow people to drop by and thank her for her service. Details and appropriate recognition to be finalized. Preparations to include signage.

- **Discussion** – Bulky Day

Bulky Day – Saturday, June 18 – dumpsters secured by Bruce from All Metals in Hardwick. Cost \$1,200 for two dumpsters. Decisions about tires to be made; add topic to May 17 meeting agenda.

- **Discussion – Earmarking American Rescue Plan Act Funds**

Various discussions with ARPA and other stakeholders. Proposal: Select Board to earmark half the funds for library, fire department, school, town reserve. Additional talks with the ARPA Working Group needed; ideally should include representative from school fire department at ARPA Working Group meeting the following night. Critical to know if other revenue sources will be / are available. A time-sensitive matter. Projects to be funded with be considered. Bruce and Susan to speak with ARPA group and group representatives at tomorrow night meeting.

- **Weight Permits**

Permits signed for RL Morvin & Sons Construction and Irving.

- **Committee Reports**

Susan presented reports for the following:

Conservation Commission: benches to move to library to make more available and evident. The bio-blitz is set for June 4 (1-3pm) during school time and will involve school children. Great project at the wood lot: inventory plants; add data to existing information.

Energy Committee: Working on two projects 1) getting firewood to people; 2) window dresser. Grant money – \$2,500 – received from Vermont Community Funds will cover the two projects. Kevin Gregoire had wood processing on the Common field. Six cords of wood split and delivered; five more cords destined to go to other families. Could have used one other splitter. Possibly using ends from Columbia Products. Other project: window dresser project – measuring people’s house windows; 180 windows can be done. One-third (1/3) will be subsidized by money raised.

Planning Commission: Working on Village Master Plan; May 25 meeting scheduled (postponed from May 18). Walking around town with the people for the grant; Road Safety Committee work sent to them; more will be sent, including details on what Craftsbury has done to address parking, etc.

Michelle Warren discussed the *Craftsbury Mental Health Resource Group* activities around May, which is Mental Health Awareness Month: Yellow Tulip Project is primary focus; small sign to get people at the library for the reading program. A big project that involves working on the tulips. Will promoted on Facebook, Front Porch Forum, a planned radio spot; NEK Mental Health also to put out a blurb.

- **Clerk Report**

- Bills to be Paid – reviewed and signed for payment.
- P&L – incomplete as of date. April info includes detail of expenses and a total. First of month has lots of payments due.
- Dog Update – have been in touch with some of the people; list of outstanding registrations provided – most for those families with three/four/five dogs. Another blurb on FPF informing of importance for dog safety and assistance with lost pets.
- Big Box for Ballots – has been shipped and due to be delivered.
- Tents – some tents are missing, getting damaged. Being put away wet leads to damage/mold.
- Port-o-Lets – should these be ordered? For the common and the beach. Boats were out this weekend in the north end. Memorial Day is usual timing for placement.
- Generator Servicing – new servicing group announced.
- Town Hall Clerk Conference – Susan asked Michelle to report on her attendance at the conference, which Michelle stated was highly beneficial. Treasurer and town clerk trainings; notary instruction and documentation provided; City Clerk tasks list shared; map scanning available; one drawer of Craftsbury maps scanned into PDFs. Maps available electronically; no charge to towns to do that. Overall, conference was sharing of knowledge and processes, networking.
- Signage – proposed for health: no smoking, no littering will be brought to the attention of Village Improvement Committee; one Hazard Mitigation Group strategy involves alerts for low-high fire danger:

will pursue fire danger warnings, i.e., color-coded warnings. Consider color-blind options. Group will identify who would have responsibility, for example the fire crew.

- **Road Foreman Report**

No report.

- **Other Business & Walk-ins**

Penelope Doherty with the Craftsbury Hazard Mitigation Plan Work Group presented initial results of the Hazard survey that closed May 1. Within first three days, the online survey had 17 responses. Other surveys to be collected from collection boxes placed throughout town. In-person clip board interviews also completed. Final tally to be presented at a follow-up public meeting on Tuesday, May 24. Select Board to receive a draft of the everything that has been put together before May 24 meeting to allow time to digest what will be presented and obtain answers to any questions. Survey town area list at top resulted in two parts of town not feeling represented, due to no option box to check.

- **Decide Next Meeting Date & Adjourn**

Next meeting will be 7 pm Tuesday, May 17, 2022, at Craftsbury Town Hall. Meeting adjourned at 8:08 pm.

Respectfully submitted,



Victoria Hudson
Select Board Clerk