

TOWN OF CRAFTSBURY REGULAR SELECT BOARD MEETING

**Tuesday, November 15, 2022
7 PM at Craftsbury Town Hall**

Present: Jim Jones, Bruce Urie, Susan Houston | Carol Ceraldi, Kris Coville, Craig Taylor, Michelle Warren

SELECT BOARD AGENDA

- **Action** – Call Meeting to Order

Jim called the meeting to order at 7:01 pm.

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

- Request to discuss Energy Committee account; ensure matter is resolved
- Other business – event to be held at Town Hall (focused on wind energy in Vermont)

- **Action** – Approve Minutes of November 1, 2022

Bruce Urie motioned to approve the Nov. 1 Regular Meeting minutes. Susan Houston seconded; all aye. Motion passed.

- **Discuss** – Animal Control Ordinance

Town Clerk distributed copies of various draft ordinances to the Select Board; members will review, provide recommendations, suggested edits. **Note:** Craftsbury had a recent dog incident: being investigated by animal control staff, which has custody of the dog. Being held for 10 days: no rabies vaccination. Select Board notified via email about the incident.

- **Action** – Allocate ARPA Funding

“We’re very thankful to all the applicants who submitted great project ideas.” – Susan on behalf of Select Board. A request for a motion to approve the ARPA funding allocations as shown. **Bruce motioned to approve ARPA funding allocations, with conditions noted that will be discussed later. Susan seconded; all aye. Motion passed.**

| ORGANIZATION | PROJECT | ARPA AWARD | CONDITIONS |
|---|---|------------|--|
| Craftsbury Community Care Center | CCCC Building Renovation – HVAC system | \$23,000 | Full amount granted: \$25K - conditioned w/\$2K legal fees refunded to town |
| Craftsbury Fire Department | Communication Equipment, turnout gear & gear washer | \$37,000 | |
| Craftsbury Food Share | Improve storage capacity for local community food pantry | \$60,000 | Form an Advisory group to help further define the plan and investigate all storage options |
| Craftsbury Historical Society | Babcock House window restoration | \$5,000 | |
| Craftsbury Mental Health Resource Group | Craftsbury Mental Health Wellness – Purchase books on mental health for | \$5,000 | |

| ORGANIZATION | PROJECT | ARPA AWARD | CONDITIONS |
|--|--|------------------|---|
| | libraries and offer mental health wellness trainings | | |
| Craftsbury Public Library | Ensuring community access to internet & information resources at Craftsbury Public Library during power outages - Battery backup for microgrid and installation of solar array | \$10,000 | |
| Craftsbury Saplings, A Community Children's Center | Craftsbury Saplings classroom furniture and expansion | | \$20,000 of the ARPA grant will be available now for a project manager and then the remaining \$20,000 will be available when a site is secure for expansion. Funds not to be spent on furniture. |
| NEK Broadband | Craftsbury ARPA Broadband Expansion, as described in the application | \$116,000 | Receive \$120,000 in funding for CUD's purchase of Craftsbury's existing dark fiber network |
| Sterling College | Wellness Center & Outdoor Recreation Hub Project - Promote outdoor recreation including public exercise equipment, gear rentals and repairs | \$10,000 | |
| | Total Approved ARPA Funds | \$306,000 | |
| | Total Amount of Funds Expended in 2021 | \$10,000 | |
| | Total ARPA Funds Received | \$351,537 | |
| | Remaining Funds | \$ 35,537 | Awaiting update on \$35,000 school generator; possible alternate funding. Possibility of Facilities Planning Specialist/ Grant Writer to meet community needs. |

Craftsbury ARPA Projects Declined at This Time:

- Jennifer Keppel, Community Enrichment Coordinator
- Anne-Marie Keppel, Village Outings & Social Club
- Terry Martin, Craftsbury Dog Park
- Whetstone Wellness, Tent
- Half Moon Movement & Healing Arts, Barn Off the Common

Craftsbury ARPA Projects Withdrawn at This Time:

Frances Rowell, Craftsbury Common Bandstand

● Discuss – Plan for Craftsbury Common Cemetery Fence

Craftsbury resident Carol Ceraldi, who said she was coming before the Select Board as a concerned citizen, requested support, guidance, suggestions for how to maintain the Craftsbury Common Cemetery wrought iron fence. She has spent much time there; has a daughter buried there. Fence is rusty, deteriorating, and, if not properly sand-blasted and sealed, it will continue to deteriorate beyond any chance of being restored.

Professional expertise needed. Funding for restoration and ongoing maintenance also necessary. Spoke with members of the [Craftsbury Cemetery Commission](#) and [Craftsbury Historical Society](#). They invited her input and research. She obtained a quote for the full work: \$9,250 to fully restore: quote is good until May. Maintenance is then vital: sleet and other impacts cause chips, etc. Fence must be inspected every couple of years to ensure holes are closed. Current cemetery budget covers lawn and marker maintenance, brush / tree trimming. Each cemetery has own budget, account. Suggestions for potential funding from Rep. Katherine Sims include the Preservation Trust. Still other potential grant funding available. She will give info to the Cemetery Commission.

- **Discuss – Act 172-Municipalities, Craig Taylor Energy Committee**

Energy Committee seeking approval to apply for \$500K-maximum possible funds available to Vermont towns, villages and cities for weatherization, heating system replacements, etc., as part of state allotment of \$45M to municipalities. Details sketchy about application process; however, Energy Committee wants to get Craftsbury involved; state is contracting with one firm to complete comprehensive town assessments by January 2024. Must work with the Northeastern Vermont Development Association to get on the list for an assessment: reducing operations and maintenance costs; use of re-heating/onsite re-generation. Select Board must agree that Energy Committee can pursue. The state Department of Buildings & General Services already has a program for state buildings – now expanding it to municipalities. Select Board urged going forward with NVDA help.

- **Discuss – Two Candidates for Energy Committee**

Craig Taylor presented information about two candidates – one a liaison – for the Energy Committee.

1. A home-school junior equivalent, Leo Circosta of Greensboro – his father is on the Greensboro Select Board – is obtaining science, engineering and technical experience / background to use in college applications. He is interested in becoming a liaison to the committee to learn about solar array, battery hook-up (work being done at library). He has a good bio, has attended committee meetings virtually.
2. Craftsbury Fire District No. 2 Water Board member Christina Finkelstein has done a great job, assisted with the firewood project. Her bio shows her expertise is in the corporate field. Excited to get her involved. She lives part time in the DC area but mostly resides in Craftsbury. Question: is community residency a requirement for committee membership? She wants to be a full member.

Other committees include members who are not Craftsbury residents. Add as an action item for next meeting.

- **Discuss – ARPA Check Distribution Process**

Before distributing ARPA fund checks, the Select Board must determine a process for documentation, timelines and reporting, if any ARPA stipulations, Select Board member Houston said. The award letter is not a formal contract and there are conditions imposed on some grants. No process for reward and letter. No date yet on when ARPA monies to be distributed.

Craftsbury Food Share representative Kris Coville informed Select Board members that Food Share is working to develop a team of advisors, a permanent site committee, and a board replete with a chair. The group seeks guidance about the make-up of the advisory team. Select Board suggestions: individuals with technical, refrigeration, commercial HVAC project management experience. Craftsbury Food Share is researching potential permanent sites, options; “will be using time before funds available wisely for research, preparations.

- **Clerk Report**

- Budget Sheets
- ~~Action – Renewal for BC/BS & Dental Plan – done at Nov 1. meeting~~
- Hold Harmless Payment Received \$95,852 | compared to \$108,637 in 2021 and \$88,838 in 2020
- Back Roads Grant Funds of \$20,000 Received
- [Antiques & Uniques](#) - Anne Marie Kepple has resigned from coordinator position for this year; has done it past few years. Should this be continued? Can a new coordinator be found? Yes. Find interested people. A group? How can we advertise it? After first of year, get a group together. Determine if we want to continue and then start. Some have mentioned interest. Can a committee sponsor it? Post on FPF.

- Tax money – good receipts. Total being tallied. Town Hall has received calls to confirm payments.
- Road Foreman Report – updates to come; salting costs to be considered: \$20/ton more. Want safe roads. \$100/ton anticipated cost and only one company selling. Use as conservatively as possible.

- Committee Reports

Energy Committee – are finances settled? The Town Clerk prepared a spreadsheet detailing the monies put in and disbursed. Some funds remain; no more money in budget to do more unless Committee obtains funding for extra window dressing, etc. Window dresser vendor invoice options a bit confusing. Committee must determine how to fund additional work. An amazing number of projects completed; financially Committee and Town budgets must align.

Planning Committee – Town Visioning Session scheduled for Nov. 30. Regular meeting tomorrow. Public is invited to the Visioning Session. People must be encouraged to attend. Posters and flyers being developed.

Mental Health Resource Group – Meeting scheduled at end of month.

- Upcoming Projects to Keep on Agenda

- Meeting with Susan Clark – tomorrow at 11 am in Town Hall; no other towns attending
- Class 4, TH23, Update
- Certificates
- Electricity on the Common
- Assessing Spaces and Needs
- Dog Ordinance
- Think about Town Report Dedication – discuss potential ideas
- Think about Possibility of Antiques & Uniques for 2023
- CD at 3.2% for \$175,000 coming mature Dec. 2

- Other Business & Walk-ins with Business to Come Before the Select Board

A group wants to have a meeting at Town Hall; not related to Craftsbury. Federal funding for wind energy prompting discussion about wind in Vermont. [Energize Vermont](#) wants to hold a public meeting; no date set. Can use Zoom; someone from group needs to come take training beforehand to set up.

ARPA meeting on Thursday of NEK with state officials – discussion of unspent ARPA funds.

- Decide Next Meeting Date & Adjourn

The next meeting will be 7 pm Tuesday, December 6, at Town Hall. Meeting adjourned at 8:25 pm.

Respectfully submitted,



Victoria Hudson
Select Board Clerk