

# **TOWN OF CRAFTSBURY SELECT BOARD MEETING**

*Tuesday, March 8, 2022  
7 PM at Craftsbury Town Hall*

**Present: Bruce Urie, Jim Jones, Susan Houston, Michelle Warren, Vince O'Connell, Kathy Swanson, Craig Taylor and Jane Marlin**

**Jim called meeting to order 7:01 PM**

## **SELECT BOARD AGENDA:**

- **Action** - Adjustments/Changes to Agenda  
None
- **Action** - Approve Minutes  
**Bruce made a motion to approve the Feb. 15<sup>th</sup>, Susan seconded.** All aye, motion approved..
- **Discussion** - Micro Grid presentation, Energy Committee (attached document)  
Vince gave a micro grid presentation to the Selectboard. They discussed the possibility of the micro grid on the Common, possible locations, possible funding. For the \$2 million project, a 20% matching funds is required. The Select Board asked for the Energy Committee to give the them a sample letter of support to review.
- **Action** - Approve C.Village Liquor License  
**Bruce made a motion to sign the liquor and tobacco license for CVillage Store, seconded, all ayed, motion passed.** The licenses were signed and Michelle will mail in.
- **Action** - Approve and Sign Community Support letter for Craftsbury Community Care Center  
Jane presented the support letter from the Town for an USDA grant intended for improvements to the Care Center's kitchen. The Selectboard approved and signed the letter of support for the Care Center.
- **Action** - Appoint Select Board Chair  
**Susan made a motion for Bruce and Jim to continue as co-chairs, all ayed, motion passed.**
- **Action** - Committee Appointments & Review Elected Officials List  
The Selectboard reviewed and updated the appointed and elected officials lists Michelle presented. Michelle will send out letters for the renewed and new appointed/elected positions.

- **Action** - Review and Approve Model Purchasing Policy with Guidance, Model Accounting Auditing, and Financial Reporting Policy with Guidance, Equal Employment Opportunity Policy, Residential Anti-Displacement & Relocation Plan & Accounting, Auditing and Financial Reporting Policy & Purchasing Policy for the 4C's Grant

The Select Board will review the documents further before proceeding.

- **Roadside Mowing Inquiry** -Mike Montgomery 673-6118  
Bruce said that Steve had already rented the equipment for the brush hogging. They will keep Mike's card on file.
- **Discuss Chairs in Basement**  
Susan will put a notice on FPF regarding the free chairs in the basement. They also discussed window repair in the basement.
- **Weight Permits**  
The Select Board signed weight permits for JP Sicard Inc., Scott Brown Trucking, Blanchard Oil Company, Inc., and Manosh.
- **Committee Reports**  
No committee reports given
- **Clerk Report**  
**\*Action** - Purchase Copier  
**Bruce made a motion to purchase the Kyocera 2554ci, all ayeed, motion passed.**

**\*Review Bills Paid**

The Select Board reviewed bills paid to date for March.

**\*Review P & L for February**

The Select Board reviewed February's P & L.

**\*Sent dog reminder**

Michelle said they send out dog reminder letters last week.

**\*Verify payroll changes**

The Select Board confirmed the payroll rates for 2022 after budget was passed.

**\*Mask mandate in Town Hall still?**

The Select Board decided to make masks optional at the Town Hall.

**\*Review job description Select Board Clerk**

The Select Board reviewed the Selected Board Clerk job description. Michelle will post on FPF and the website.

- Road Foreman Report  
Road foreman absent, no report given.
- Other Business & Walk-ins that have business to come before the Select Board  
\*Upcoming Meeting with Eric Pope, District #9, Agency of Transportation Monday, March 14th at 9 AM
- Decide Next Meeting Date & Adjourn  
Meeting adjourned at 9:30 PM. Next scheduled meeting is 7 PM, March 22, 2022, starting with a BCA meeting.

Respectfully Submitted,  
Michelle Warren