

# TOWN OF CRAFTSBURY REGULAR SELECT BOARD MEETING

Tuesday, February 28, 2023  
7 PM at Craftsbury Town Hall

**Present:** Susan Houston, Jim Jones, Bruce Urie | Farley Brown, Penelope Doherty, Steve Pitkin, Devin Small, Michelle Warren

## SELECT BOARD AGENDA

- **Action** – Call the Meeting to Order

Jim Jones called the meeting to order at 7:05 pm.

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

None

- **Action** – Approve the Minutes of the Feb. 14, 2023 Regular Meeting

**Bruce Urie motioned to approve the Regular Meeting Minutes of Feb. 14, 2023; Susan Houston seconded. All aye. Motion passed.**

- **Action** – Approve Letter of Support | Craftsbury Community Care Center Board Members Penelope Doherty and Steve Pitkin presented an overview of the revised CCCC budget, which reflected a \$500K enhancement to the existing Community Development Block Grant award of \$500K. They also submitted a draft letter of support prepared for the Select Board to the Agency of Commerce and Community Development - Vermont Community Development Program. The CDBG \$500K Implementation Grant had been awarded in November 2021 as a subgrant to renovate the air handling system at the 24-unit senior living facility. The VCDP CDBG awards committee noticed number of bids compared to available funds and approached the CCCC Board to advise that it had arranged for an

increase by \$500K for the HVAC project to a total \$1M budget. Discussion points (see attached doc):

1. budget specifics and those items ineligible to be retroactively included in it.
2. reimbursement rate and financial position of CCCC.
3. cost of CCCC rooms vs residential care, which is twice as expensive.
4. portion of CCCC facility available for lower-income elders.
5. community advantages that include the CCCC acting as a “cooling center” in cases of emergency.
6. audit mandate caused by the grant amount and potential to use excess funds to assist with town audit costs.
7. request to state to make the audit mandate program-specific rather than town-wide.

**Bruce motioned to adopt the letter of support for the CCCC project and enhanced grant award and send to the VCDP contact; Susan seconded. No further discussion. All aye. Motion passed.**

- **Action** – SB Chair & LHMP Review | SB Chair call together the LHMP – Local Hazard Mitigation Plan – Review Group by March 1, 2023, and charge them with:



- contacting individuals and entities tasked with carrying out mitigation actions to review progress and needs;
- meeting with the LEMP -- Local Emergency Management Plan – Review Team to review discoveries, consider adjustments to strategies; and
- setting a date to discuss results with the Selectboard at a warned meeting prior to May 1, the LEMP due date.

Discussion: group/team make-up. Types of emergencies/hazards listed in LEMP/LHMP. **Bruce motioned that the Select Board task the LMHP Review Group with the listed tasks; Jim seconded. No further discussion. All ayed. Motion passed.**

- **Discussion** – Not a Through Road | Sign "Not a through road" to be put by Collinsville Road bridge by request of Carol Maroni – discussion: Bruce will research further.
- **Discussion** – Rent State Radar Sign for the Common Hill | Discussion: sign location. Northeastern Vermont Development Association (NVDA) study; existing school signage; need for a Village speed study to determine best placement site; movable signs.
- **Discussion** – Devin Small re: Flood Plain Buyout | Local resident concerned about floodplain situation near his home (1860s house) and the huge increase in their flood insurance cost. Mr. Small asked the Select Board to consider taking part in the [Vermont Flood Resilient Communities Fund](#), which is funded through the American Rescue Plan Act and buy them out. Established by the Vermont Legislature under Act 74, the FRCF - a voluntary program - focuses on improving landscape and community resilience and reducing the future public safety and water quality impacts of climate-related flood hazards in Vermont, focusing on buyouts of flood-vulnerable properties. Discussion: Town to review FRCF components; asked Mr. Small to provide situation updates.
- **Action** – Consider Nancy Rooney Memorial Contribution | Mrs. Rooney was the Craftsbury Select Board clerk for many years. Obituary recently posted. Discussion: amount of contribution; condolence note/letter to her children. **Bruce motioned to make a \$50 memorial contribution to the Maine Coalition to End Domestic Violence (noted in the obituary) in honor of her many years as Select Board clerk; Susan seconded. All ayed. Motion passed.**
- **Action** – Approve ARPA Funds for School Generator | Official approval of the \$15K ARPA funds to support school purchase of a generator. **Bruce motioned to approve the \$15K ARPA award and submit signed notification letter; Susan seconded. All ayed. Motion passed.**

- **Weight Permits**

- Signed: Scott Brown Trucking; Blanchard Oil Co.; Barrett Trucking Co; Hillcrest Trucking & Storage
- New: N.A. Manosh & J.P. Sicard, Inc.

- **Committee Reports**

*Planning Commission* – Craftsbury Planning Commission Chair Farley Brown said the group was thrilled that more than 50 people in attendance at the Craftsbury Village Visioning public meeting; the group obtained much feedback and continues to receive citizen comments via letters. [Consultants DuBois & King will draft a report for the March meeting](#) and submit a final report in April. D&K concepts will be narrowed to one that is most viable and then show a dollar amount to indicate costs. Ongoing work includes completing Village Master Plan and focusing on Act 171 Forest Block component.

*Conservation Commission* – needs more members; postings in FPF but only two replies.

*Energy Committee* – there has been a harvest ongoing in Academy Woodlot. Part of that wood that has been harvested has been given to the Academy Trustees; will be given to the Energy Committee for the firewood project.

*ARPA Working Group* – Craftsbury Food Pantry requirement for signature – procedural.

*Antiques & Uniques* – could not make decisions without a quorum; applications sent to past vendors – so far 24 spots committed. Discussions ongoing. Group includes a hard-working sub-group working on grants and other potential funding sources. Lots of possibilities: meeting and working – came up with great ideas, some of which could also be options that benefit the entire town.

*Forestry Committee* – wanting to plant trees along the river; private property. Potential town forest signage – placed at boundaries.

● **Clerk Report**

- Problems with town phone – working with BCN to resolve
- EJ Account, renewed, short-term CD 3.5% due March 27, 2023
- P & L Report – distributed to Select Board members
- Warning – Town Meeting Day: distributed script for Town Meeting Day. Discussion. Elected Town Officers: Jim Jones term is up

● **Road Foreman Report**

- Review grader prices – postponed

● **Upcoming Projects to Keep on Agenda**

- Wolcott SB Meeting March 1st @ 6PM to discuss N. Wolcott Road
- Friday, March 17 at 9AM, SB Meeting with Eric Pope, VTrans, regarding roads
- Triggers for Opening the Emergency Shelter, Providing Assistance, Activating the N2N
- Group Process: Throw Up Class 4, TH 23, Bruce Awaiting Word from VTrans
- VOREC Grant: Upgrade Sterling Trailing; Parking Signage - Gina Campoli to Update (Feb)
- Appreciation Certificates
- Electricity on the Common
- Act 172 Municipalities
- Assessing Spaces and Needs

● **Other Business & Walk-ins that have business to come before the Select Board – None**

● **Decide Next Meeting Date & Adjourn** – Next meeting is March 21, 2023, at 7 pm at Craftsbury Town Hall. Meeting adjourned 9:23 pm.

Respectfully submitted,



Victoria Hudson  
Select Board Clerk