

**TOWN OF CRAFTSBURY**  
**REGULAR SELECT BOARD MEETING MINUTES**

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**TUESDAY, APRIL 18, 2023**  
**7 PM | CRAFTSBURY TOWN HALL**

**Present:** Susan Houston, Jim Jones, Bruce Urie | Kelly Carpenter, Andrew and Kassity Marckres, Michelle Warren

**Meeting Agenda**

- **Action** – Call Meeting to Order

Jim Jones called the meeting to order at 7:02 pm.

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

Noting correction prior to submission.

- **Action** – Approve Select Board Regular Meeting Minutes of April 4, 2023

Susie Houston motioned to approve the meeting minutes with the revision discussed; Bruce Urie seconded. No further discussion. All aye. Motion passed.

- **Discussion** – Dog Concern & Unlicensed Dog List | Animal Control Officer Kelly Carpenter

Residents Kassity Ann and Andrew Marckres described unwanted interactions with neighbor's wandering dog: dead chickens, forced restrictions on pet dog leading to behavior issues, territorial markings; now pet dog must be crated. The nuisance dog's most recent visit was Sunday morning; managed to scare off the dog but want to know what's going to happen, what can be done to end the problem.

Have been in contact with dog owner numerous times; has assured neighbors and animal control that something would be done. Promises to purchase electronic collar, but again nothing. Dog has been back four times since; not every day – once/twice a week. Not fair to have to punish family dog over antics of the dog of an irresponsible pet owner. Its owners aren't doing anything; and many other residents also must deal with the dog disruptions.

ACO Kelly Carpenter cited 36 instances from different neighbors; dog is cared for but wanders off leash to wherever. Owner thinks dog will return and lets out. Dog goes to visit all other dogs. Reports have been received from Eden; animal control has reported the owners twice. Animal control has spoken to the owner. Citation needed. Ticket book to arrive soon; should arrive within five days - early next week.

**Enforcement Tickets:** the excessive number of sightings and interactions with the owner warrant ticketing. After being ticketed more than three times, the options are:

- Suggestion: dog-ownership training
- Dog is permanently kenneled – cannot be out anywhere off-leash
- Force owner to give up dog
- Banish dog from town (would require owner relinquishing ownership)

Owner will be provided a deadline – two weeks from date of ticket. ACO will ticket him. The Select Board will send a certified notice at two-weeks deadline. Dog List: provided to Animal Control Officer. .

- **Action** – Planning Commission Appointments

Phil Lovely and Alison Blaney potentials. Mr. Lovely wants to be on Commission.

Emily McClure is stepping down; should agree to that as he will be an invaluable asset. Adding Mr. Lovely and Ms. Blaney to the Commission will leave one vacancy. Will contact Ms. Blaney to gauge interest. **Bruce motioned to vote Phil Lovely to the Commission; Jim seconded it. No further discussion. All aye. Motion passed.**

Administrative: Send thank-you notes to other candidates. Town Clerk to send welcome letter.

- **Discussion – Delinquent Tax Collector Position | Applications Review**

Three applications reviewed: discussion. Interviews are scheduled for Tuesday, April 25, starting at 6:30 pm.

- **Action – Approve Liquor Licenses**

Awaiting those pending with May renewal dates. Town Clerk will contact the stores. **Bruce motioned that they approve the three licenses for Blackbird Bistro and one for the Outdoor Center; Susie seconded. Payment has been received for both places. No further discussion. All aye. Motion passed.**

- **Action – Sign D-Tax Letter**

Attorney will be sent Select Board draft letter for review. Once approved by the attorney, the final version will be signed and mailed.

- **Discussion – Better Back Road Grant Approved for \$20,000 Guy Lot Road**

Agency of Transportation District Nine for Guy Lot Road; renewal of Municipal Town Plan Grant.

- **Discussion – Bulky Day Planning**

Done for two consecutive years. Budgeted \$2,800 for this year. Four tires per household for free; \$5 per tire afterward. June 17<sup>th</sup>; must coordinate with Town Crew for timing.

- **Weight Permits**

Jim signed weight permits for Dale Percy, Dana Sweet and Kelley-View Farm, Inc.

- **Committee Reports**

- *Planning Commission* | Appointment (one more to appoint)
- *Craftsbury War Memorial Committee* | Appoint replacement for Sunny Simmons: discussion. Send an appointment letter to Scott Reed.
- *Conservation Commission* | **Action – Approve Appointments** | Two exciting things: have two people to recommend for the Select Board: Nancy Milholland; Doug Wolcik. Both have great qualifications. Logan Jones voiced interest in joining. Susie will send name to Steve Moffitt. **Susie motioned that the Select Board accept the appointment recommendations of Nancy Milholland and Doug Wolcik to the Conservation Commission; Bruce seconded. No further discussion. All aye. Motion passed.**

More Conservation Commission News: a community-wide year-long “Bio Blitz.” What’s a *Bio Blitz*? Groups of naturalists paired with resident volunteers. Training provided. Bio Blitz set for Craftsbury Wood Lot; 12 naturalists. During four hours identify as many things as possible. An informal, community-wide outing. People would go out and capture images of trees, fauna, flora; creating an inventory of what's in and around the Town. Free on-line app allows use of photo for identification: iNaturalist. Record on phones; have immediate correct analysis. Bio

Blitz plans in development stages; it engages community. Town benefits. Eleanor is taking the lead on this. Really big piece for Craftsbury Conservation Commission.

“Tools of the Trade” Panel Discussion • June 19, 7 pm • Town Hall | Open to the public.

Panelists include:

- Conservation Planner [Jens Hawkins-Hilke with the State Dept.](#) of Fish & Wildlife Essex Junction Office
  - Orleans County Forester [Jared Nunery with LandCAN](#)
  - Craftsbury Select Board Co-Chair Bruce Urie
  - Vermont Land Trust [Interim President Tracy Zschau](#)
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- *Energy Committee* | Met Saturday and today; 15 people. Delivered four cords; today, had 8 Sterling students; 4 splitters; 4 non-sterling’ 5/6 cords and delivered another four cords out of 22 donated log-lengths cords. Have done at least half of that wood. Advertising the Window Dressers and inserts. Brings up again why a Certificate of Appreciation should be created for Kevin Gregoire, who has done so much for the Town and residents: for services above-and-beyond. Thank-you letter to accompany certificate.
  - *Historical Society* | Having a hard time getting people together. Use of on-line meetings potentially encourages more participation. Allows people to voice opinions; get to hear what they want to say; answer their questions. Project: recording people’s history stories. Working on it; trying to get the ball rolling.
  - *Recreation Committee* | Questions around whether swimming lessons for Craftsbury area should be further researched; have one sponsored here instead of in Greensboro. Nothing has happened: should it still be looked into? Costs? Aqua Swim had asked for extra money. Must do research regarding costs, liability coverage, options – for next year. Could collaborate with Greensboro.
  - *Antiques & Uniques* | Total of 62 vendors as of to date.

Committee and Commission meeting minutes being compiled for viewing.

- **Clerk Reports**

- *P&L* – a work-in-progress.
- *Porta-Potties* – dates and confirm vendors to use (beach, Antiques & Uniques, the Common). May 1<sup>st</sup> set up for the Common. First baseball game is May 2<sup>nd</sup>. Discussion: schedules and contracts. Beach through Labor Day. [Taplin Septic Pumping Service and Repair](#) for beach services; [Michaud’s Septic Service](#) to handle the Common.
- *Common Request* – April 29 | Halfmoon Movement and Healing Arts owner Michele Miller request for World Taiji and Qigong Day event; approved with conditions.

- **Road Foreman Report**

Insurance Claim: grading work interruption resulted in pile of dirt in middle of road. Woman drove her car through the pile, hit a rock; damaged her vehicle; transmission and oil pan.

- **Upcoming Projects to Keep on Agenda**

- Triggers for Opening the Emergency Shelter, Providing Assistance, Activating N2N
- Group Process: Throw Up Class 4, TH 23, Bruce awaiting word from VTrans
- VOREC Grant: Upgrade Sterling Trailing; Parking Signage - Gina Campoli

- Appreciation Certificates
- Electricity on the Common – will walk on the common with two electricians to assess
- Act 172 Municipalities
- Assessing Spaces and Needs

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

None.

- **Decide Next Meeting Date & Adjourn**

May 2 – at 7 pm at 9:25 pm

Respectfully submitted,



Victoria Hudson  
Select Board Clerk