

TOWN OF CRAFTSBURY
REGULAR SELECT BOARD MEETING MINUTES

TUESDAY, AUGUST 22, 2023
7PM | CRAFTSBURY TOWN HALL

Present: Jim Jones, Bruce Urie | Michelle Warren

Meeting Agenda

Jim Jones called the meeting to order at 7:03 pm.

- **Action – Adjustments / Changes to Agenda**
Added Water Item under Clerk Report.
- **Action – Approve Select Board Regular Meeting Minutes of August 8, 2023**
Bruce Urie motioned to approve the meeting minutes of August 8. Jim seconded. All aye. Motion passed.
- **Action – Approve Hiring Bruce Urie as Grant Administrator**
Postponed until Susan Houston is available for voting; ad hoc schedule planning for meeting.
- **Discussion – Town Garage Bridge | Temporary Option**
Form submitted to State by Bruce; State has temporary bridges. Will follow up with Town. Discussion re: abutments; getting out the requests and requests to contractors. In the works.
- **Discussion – Hidden Sign: Paul Pitt Town Line Road**
Pending meeting with requesters.
- **Discussion – Aleta Akerlind Request for Hidden Driveway Sign**
Signage; on S. Craftsbury Road (Hidden Drive – Right); will investigate availability of signage.
- **Discussion – Greensboro Mitigation Plan**
Copy sent to Town.
- **Discussion – Test Pits at Gravel Pit | Moved to Upcoming Projects.**
- **Discussion – Energy Committee | Weatherize Window Upstairs**
Town Clerk to confirm understanding of work scope.
- **Discussion – Grader Expected August 29th | Payment Due in a Week**
Good Neighbor Fund to Town account transfer.
- **Committee Reports**
 - None

- **Clerk Report**

- FEMA Here: 8/22 (9 am – 5 pm)
- Update on water issues: Water Issue fixed: in Town Hall
- Received \$4K Municipal Grant (decide how to spend it; energy audit, other grants)
- **Action** – RecordsForce Scanning Proposal: obtained rough quotes, binding of records - \$33K (if we keep putting it off, it will not get done; if we have a fire, the records are gone. Timing; may be unable to do it). Funding options/sources; researching. **Bruce motioned that Town proceed with the records preservation work and approve contract with RecordsForce (between \$33K - \$34K). Jim seconded. Discussion. All ayed. Motion passed.**
- VT Municipal Clerk & Treasurers Association Annual Conference (Sept 12 & 13)
Coverage both days for Town Hall; Lake More in Fairley
- Lake Elligo water test is ok
- Hydrant removal at Lorch / Dibiase property

- **Road Foreman Report**

Doing culvert work; payments for the week.

- **Upcoming Projects to Keep on Agenda**

- Test Pits at Gravel Pit
- 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**

Tuesday, September 5, at 7 pm at Town Hall. The meeting was adjourned at 7:48 pm.

Respectfully submitted,



Victoria Hudson
Select Board Clerk