

TOWN OF CRAFTSBURY
REGULAR SELECT BOARD MEETING MINUTES

TUESDAY, OCTOBER 3, 2023
7PM | CRAFTSBURY TOWN HALL

PRESENT: BOARD • Susan Houston, Jim Jones, Bruce Urie | PUBLIC & OTHERS: Susan Clark, Town Clerk Michelle Warren

Meeting Agenda

Jim Jones called the meeting to order at 7:04 pm.

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

Add the following items.

- Russell - Wylie Hill Road (Roadside mowing - Bruce)
- Review BCBS \VLCT Insurance Due Oct 13
- Red Cross Shelter Fundamentals - Virtual
- CCCC - Sign New Agreement
- A&U is \$619.86 - still VIC?

Jim Jones motioned to approve additions to the meeting agenda; Bruce Urie seconded. All aye. Motion passed.

● **Action – Bruce motioned to approve the Regular Select Board Meeting minutes of Sept. 19; Susan Houston seconded. All aye. Motion passed.**

● **Action – Website Committee | Recommend John Zaber as Committee Member**

Town Clerk Michelle Warren recommended resident John Zaber be added to the town website committee. **Bruce motioned that John Zaber be appointed to the Website Committee; Susan seconded. All aye. Motion passed.**

● **Discussion – Community Development Coordinator Position**

Resume discussion of Community Development Coordinator Position, possibly sharing it with Greensboro. What does Town want to do? Professional grant writing needs; find available funding. Greensboro position fell through for sharing; hasn't worked out well for them. State and Federal monies available. Town able to do "pretty well" for grants because it has "lots of people in community who put in a lot of time." Grants require detail; some are complicated. Ongoing discussions; potential collaboration with Glover.

● **Discussion – Concern Form**

Resumption of website safety reporting form options; preserving anonymity of those reporting a concern. Will be useful for tracking individuals responsible for responding to the concern / contacting the individual reporting a concern. Must have consensus on how we will use the form; what will be done with info from it. Will use information provided to update form.

● **Discussion – Freedom and Unity Update | Susan Clark**

Susan Clark was "happy to be here; wanted to check in." While back discussed possibilities for increasing community civic participation. What has Select Board heard? Want to update the Select Board on the upcoming fall event planning, answer any questions and confirm their participation

and obtain their help with outreach. - Susan Clark **Discussion:** Since then a vibrant little committee has been meeting and coming up with ideas; e.g., two fall events that will get at some of the ideas:

- Tuesday, October 17 • 6:30-8:30 pm
(Free Pizza and Crudités Dinner for All Before Meeting at 6)
- Sunday, November 5 • 1-4 pm

Both events will be at the Craftsbury Library. Postcards have been seen in stores; have an updated version. Will add the QR code. Use of a meeting-in-a-box tool?

Real Push Now | ensure community knows about the events; that they understand that all are welcome because we want to hear lots of different ideas; it's for those who do not regularly engage as well. No one will be put on the spot; no speeches. Just ideas - asking for all ideas and hearing each other's ideas as well. Also researching ways to contribute online comments and anonymous comments.

Purpose | first meeting will learn the Town / Community and the values; second meeting will be about what actions can be taken ("what do we want to do based on those values?") In between the two meetings: survey - options: posters around Town, online, QR codes?

Personalized Messaging from the Select Board | to residents will be helpful; useful. Stating that the Select Board looks forward to hearing from all Town residents; that the feedback will be shared: for example, now is the time to talk about it. The Australian ballot as one example of discussion. Those wanting to have a one-on-one with Ms. Clark can email her their requests; she "would love to hear a fuller representation of people's interests and concerns."

- **Discussion – Request for Fill to Repair Road | Mary Lou Rylands**

Received email from Rylands; spoke with Town and Fire Department; drivers do not go that far back on the road. Available areas to obtain fill: Greensboro work on Shadow Lake Road could possibly be a source. Will follow up. Contact Greensboro; possibly get it done this fall.

- **Discussion – FEMA Update | Phone Call 09/29 and Meeting on 10/05 at 11 am**

Update FEMA: Had phone call 9/29; meeting will be Thursday (Oct. 5) at 11 am | FEMA will come to Town to review some sites, possibly; hazard mitigation on Town Line Road (idea suggested). Have paid previously; just keeps going every time a flood occurs. Make sure they can see what Town has. Repair estimates: (so far spent about \$250K, which doesn't cover all). Patchwork effort now; hazmit on Town Line and Town Garage Bridge (easily \$1M). The flood probably cost the Town between \$1.3M and \$1.5M total.

- **Committee Reports**

- *Planning Commission* – walk in the town forest; really not accessible; combine the Conservation Commission and do an i-Naturalist walk.
- *Energy Committee* -- Sterling kids working tomorrow; helping with wood and at Woodlot.
- *Recreation Committee* – started open gym (Trick & Trunk) Around Common.
- *Mental Health Resource Group* – raised \$4K; more than 40 people attended the Out of the Darkness Walk held Sunday. Very heartfelt experience with all gathered in a circle and stating why they were there; "really wonderful. Thank you, Michelle, for organizing."
- *Antiques & Uniques* – latest updates on amount based on payment

- **Clerk Report**

- [State Government Municipal Day Oct. 20](#) | Bruce will attend; agencies that work with Town governments will be there – in Montpelier at National Life building.

- Decide Payment Options for Grader 2023 | CDs and interest earned; lady from Community Bank will assist. Discussion: money market accounts earn more; switch accounts around. We have options; \$250K plus; have another \$50K/\$75K and \$20K coming in from grant; some of that money can be recouped through FEMA funds.
- ARPA Balance | \$99K remaining; still pending disbursements – all spoken for but haven't been allocated; balance is \$21,118 (electricity on the Common discussion). Broadband that wasn't used; went for infrastructure.
- P & L | review of data (not fully complete; working with auditors regarding the delinquent taxes); interest also a factor; doing well. Grader payment showing.
- Town Report Dedication | Need to consider someone to list in dedication.
- Emergency 911 Contact Information – started this online; have paper versions available for those not using online. Creates a more efficient way to communicate.
- When to Cancel Portable Restrooms | October 15 – last of the Harvest Festival, etc.
- Review R.C. Brayshaw Quote Town Report Quote | Discussion – added quote; can mail report. Will pursue option; details on contract cancellation and check references.
- **Road Foreman Report**
Repairs on truck. Some complaints about mowing near their property. Russell – Wylie Hill Road (Roadside Mowing)
- **Discussion – Knotweed Demo Site Update**
After all these years finally able to have a Fish & Wildlife person come and look at the site; the demo site in Mill Village - how to eradicate knotweed. Will be good collaboration between Commission and Fish & Wildlife. Exciting what community has done; demo site has the berm. Remove the berm that's eroding - put a guardrail or bushes there? Can part of berm be removed? Will discuss with Road Foreman and report back.
- **Discussion – BC/BS Review and Insurance**
BCBS up about 13% or 14%; adjustment in insurance for grader, etc. Worker's compensation insurance will see change. VLCT insurance due Oct. 13
- **CCCC – Sign New Agreement**
Done.
- **Discussion – Red Cross Shelter Fundamentals**
A course on sheltering (virtual); have done in-person.
- **Upcoming Projects to Keep on Agenda**
 - Serin Decherd – “Hidden Driveway” sign
 - Hidden Sign – Paul Pitt Town Line Road
 - Aleta Akerlind request for “Hidden Driveway” sign
 - 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
 - Act 172 Municipalities
 - Assessing Spaces and Needs
- **Other Business & Walk-ins With Business to Come Before the Select Board**
Old Mill Site area – about 4.9 acres; would Town be interested; Land Trust interested?

- **Decide Next Meeting Date & Adjourn**

The Select Board invites the entire community to a special meeting hosted by the Select Board and the Craftsbury Freedom and Unity Task Force:

- October 17, 2023; 6:30-8:30 pm, at the Craftsbury Library.
- Pizza Dinner Precedes Meeting - 6 pm
- Free childcare

Next Regular Select Board Meeting | The next regular Select Board meeting will be Tuesday, November 7, at 7 pm at Town Hall. The meeting adjourned at 9:05 pm.

Respectfully submitted,



Victoria Hudson
Select Board Clerk