

TOWN OF CRAFTSBURY
REGULAR SELECT BOARD MEETING MINUTES

TUESDAY, DECEMBER 5, 2023
7PM | CRAFTSBURY TOWN HALL

Present: Susan Houston, Jim Jones, Bruce Urie | TOWN CLERK Michelle Warren | GUESTS: Alison Blaney, Joey LaMare, Steve Perkins

Meeting Agenda

Jim Jones called the meeting to order at 7:01 pm.

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

Delinquent Taxes (later after reports: Alison arriving ~8). Discuss – target – topic of emergency shelter in “Upcoming Topics” item: *Triggers for Opening the Emergency Shelter*. - Susan Houston

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

Bruce Urie motioned to approve the November 21st regular meeting minutes; Susan seconded. All aye. Motion passed.

- **Action – VOREC Grant (Sign documents)**

Upgrade Sterling Trails; parking signage work. Documents signed by Bruce per instructions.

- **Discussion – FEMA Update**

Bruce: separate mitigation project required for town garage bridge; signed off on it Monday. Will return bridge to original condition; cannot design a new bridge. It’s called “mitigation project” because it involves work beyond scope of returning to base level (two projects: a - bring back to base level and b – build entirely new bridge). Can proceed. It’s usable. Weight signage on both sides; original signs. Total weight: same as before. Possibly three years before new bridge built. Why a new bridge? State inspectors stated it should be replaced; eligible for FEMA funding up to \$1M for the new bridge.

- **Committee Reports**

- *Antiques & Uniques* – somewhat re-started meetings; determined a core group of five dedicated to coming to meetings (same five from last year); volunteer coordinators for various sections – set up, etc.; working on how team will function. Preliminary poster. Good initial meeting; discussed ways to cut costs. Raise more money and cut costs. Review of last year and what’s needed for next year.
- *Website Committee* – ideas submitted.
- *Freedom & Unity Group* – meeting Dec. 12 (Tuesday) at Library at 6:30 pm; would like Select Board members to attend. Where are videos that were to be available

after the event? Select Board would like group to hold an informational meeting in January to discuss Town articles, Australian ballots – focused discussion.

- **Clerk Report**

- Taxes – receipts coming in at good pace for all years. Reviewed breakdown of delinquent taxes (less than \$100K compared to more than \$200K last year at this time). See attached tax bill and delinquent tax lists.
- P&L – Review of budget and actual; an idea of current expenses to end of December.
- E-News – emailed and hard copies distributed to places without internet.
- Auditor Deadline: January 19.

- **Road Foreman Report**

Need to work with Steve to determine which road to use for Better Road application due December 15. Snow removal; trees and snow; trees in power lines.

- **Discussion – List of Delinquent Taxes Over 1 Year | Haven't Signed Payment Agreement Starting Process of Tax Sales | Alison Blaney**

Basically, has been going well. Only a few left; five properties proposed for tax sale. Reasons being: have been part of an ongoing process; notifications sent and discussions exchanged regarding payments, status. Received monthly notices; letters of intention; copies of policies of delinquent taxes. No response. First-class letters. 2023 list very good: 2023 taxes remaining: \$65,832.50. Contact attorney. Follow up in June. Update of collection efforts.

- **Discussion – Triggers for Opening the Emergency Shelter, Providing Assistance, Activating N2N**

Given the recent [propane tank explosion in Irasburg](#) and resulting road closures, wondered where would people go? School just received ARPA funds. Grant would cover Wolcott and Hardwick Elementary and Craftsbury. ARPA monies in addition to grant for generator. School is designated emergency shelter but has no generator. What to do in the meantime? Should Select Board “put more thought into our emergency shelter?” asked Susan. “We have been lax about it but have not been able to provide secure, safe place.” When roads were flooded, no one could get in. Red Cross-type of supplies had been at school gym; supposed to be set up. Ideal opportunity for the N2N; the trigger and activating N2N; ideal for N2N to work on this as a challenge; work with Red Cross and figure out. Put on future agenda and look into options, opportunities.

- **Upcoming Projects to Keep on Agenda**

- Municipal Technical Assistance Program – MTAP (Alison Low) was unable to attend.
- Triggers for Opening the Emergency Shelter, Providing Assistance, Activating N2N (see above discussion item)
- Town Dedication
- Community Development Position

- Test Pits at Gravel Pit
- Group Process: Throw Up Class 4, TH 23, Bruce Awaiting Word from VTrans
- Appreciation Certificates
- Act 172 Municipalities

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

Status of Skating Rink? One filling was completed by fire department. Snow was cleared.

- **Action – Plant Building Maintenance | Bruce motioned to approve purchase of plant building maintenance item – up to a total of \$250; Susan seconded. No further discussion. All Aye. Motion passed.**

- **Decide Next Meeting Date & Adjourn**

Scheduled two daytime budget meetings: 10 am on the 12th and 19th. Next regular meeting will be held at 7 pm at Town Hall on the 19th. Meeting adjourned at 8:21 pm.

Respectfully submitted,



Victoria Hudson
Select Board Clerk