

TOWN OF CRAFTSBURY

REGULAR SELECT BOARD MEETING MINUTES

TUESDAY, FEBRUARY 6, 2024

7PM | CRAFTSBURY TOWN HALL

Present: Susan Houston, Jim Jones, Bruce Urie | TOWN CLERK Michelle Warren; GUESTS | Alison Blaney, Carol Ceraldi, Penelope Doherty, Jeremiah McCann, Steve Pike

Meeting Agenda

Jim Jones called the meeting to order at 6:59 PM.

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

None.

- **Action – Approve Select Board Regular Meeting Minutes of January 16, 19 and 20, 2024**

- Susan Houston motioned to approve the January 16 regular meeting minutes; Bruce Urie seconded. All aye. Motion passed.
- Bruce motioned to approve the morning budget and warning meeting of January 19; Susan seconded. All aye. Motion passed.
- Bruce motioned to approve the special Town Meeting Preview of January 20 with typo correction (Ned’s name: change M to N) and addition of total attendance – “46 people total attended”; Susan seconded. All aye. Motion passed.

- **Discussion – Annual Hazard Mitigation Plan Interim Review | Penelope Doherty**

Review has begun by similar group as was in past and required by the plan (not an official Town task force, per se; is a convening of people – SMEs – from several Town task forces). Per the Select Board's direction, the LHMP reviewers will:

- reach out to leads for mitigation/resiliency strategies outlined in the LHMP to check progress and needs; collect possible new strategies or adjustments,
- meet with Town EMD and Fire Chief to review same/consider any strategy adjustments, and
- set a date to discuss results with Select Board at a warned meeting prior to May 1, the due date of the state-required LEMP update.

- **Discussion – Reappraisal Information | Craftsbury Lister Jeremiah McCann**

CLA has dropped to 77.84%; officially meets the requirement for a Town reappraisal. Last done in 2018. Decision on type of appraisal; three types available. Has a direct impact on education tax (entire state is dealing with same issue). Lack of building permit requirements in Craftsbury means not having adequate records to show Town tracks property modifications. Demand for services means possibly six years before reappraisal completed. Put together an RFP to put out to firms. Would be a “statistical reappraisal”; can check with State to see if Town qualifies for it. Reappraisal Budget Items: two accounts; one is CD investment. Any way for Town to query residents about upgrades, e.g., a letter with form at bottom?

- **Discussion – Update on Delinquent Taxes | Alison Blaney**

Referencing attorney email and subsequent discussion regarding property tax sales. History of Town property tax procedures and collections; relatively current now. Four properties require follow up; attorney suggests a final demand letter similar to bank pre-foreclosure notices. Court

case currently reviewing similar case. Demand letters vs tax sales. Advise attorney to prepare draft demand letter showing three options of what could happen. Alison to get back with attorney and check properties for loans.

- **Discussion – Town Meeting Preview Debrief**

Town Meeting Preview de-brief; what changes, people's thoughts? Went well; no negatives heard. For next year: add who is up for election. Australian ballot? Every-other-year option: one time in person and another time Australian ballot. Town governance / charter mandates. Will there be a collection of people's thoughts on how it went other than just current discussion? How to proceed. Feedback obtained before decisions are made lends integrity to the process. What was purpose of preview? To provide input to the warning, it seemed, but the warning was signed Friday and meeting was Saturday. Wasn't an opportunity to ask questions. Sound issues for those unable to hear. Eleven (11) people attended by Zoom.

- **Discussion – Swimming Lessons Partnership with Greensboro**

Weekly cost is \$120/child, parent pays \$40. Remainder \$80/child (minimum 20 children) plus estimated \$250 per town transportation/mileage. Total cost \$3450, \$1950 more than originally estimated. Will be \$40/child more if less than 20 attend. Had set aside \$1500 to contribute. Swim company statement indicated two \$1500 payments due. Craftsbury no longer a partner; still must cover child swim costs (per child). Towns involved: Craftsbury, Greensboro, Glover, Hardwick. Not sure of details (# of children? 15 or 17?). How much does Rec Committee want to subsidize? Town provided extra money for swimming last year.

- **Action – Approve Borrowing \$100K from the Augusta Dustan Fund for General Account**
Bruce motioned to approve borrowing the \$100k from the Augusta Dustan Fund for the general fund; Susan seconded. Reason for \$100K? Rest is in CD. No further discussion. All ayed. Motion passed.

- **Committee Reports**

Action | Neighbor to Neighbor Task Force – Appoint Paige Hartsell for Craftsbury Neighbor to Neighbor Task Force Penelope asked Select Board to consider Paige Hartsell to the at-large position; Leslie Taylor departure left a vacancy. Paige is interested and has offered to run for N2N secretary. Brief history of her experience provided. **Bruce motioned to consider Paige Hartsell for the N2N Task Force; Susan seconded. All ayed. Motion passed.**

Freedom & Unity Update – Carol Ceroldi discussed “sound” research – how to provide adequate sound / listening acoustics for Town Meeting day. Funds available for sound will fund long-term building projects. Audio/visual options: use of students for rotating mike; front row reserved for those with hearing difficulties. Childcare: outreach to parents, school and Sterling staff/students. How might this operate? Liability / background checks part of consideration.

Action | Recreation Committee – Approve Bike Nights from 5 – 7 pm: June 21, July 19 and August 16 Bruce motioned to approve the Bike Nights events for June 21, July 19 and August 16; Susan seconded. All ayed. Motion passed.

Action | Antiques & Uniques – Approve Use of Common for A&U on July 13 Already signed (on agenda as FYI).

Craftsbury Conservation Commission – Letter of Support for Watershed Grant | Letter already signed; Commission has applied several times for grant and been unsuccessful each time.

Hoping letter of support will help. For Japanese weed control, other projects. Should investigate why not able to obtain grant funds. Amount of grant unknown; no match. Commission needs new members; seeking to use alternate (like Planning Commission). Allows immediate replacement when a member leaves.

Craftsbury Mental Health Resource Group – Valentine’s Day bags for residents of 4Cs being made; money from MHRG and some through the fund. Making something special for every single resident. Fundraising event; matching donation.

- **Clerk Report**

Little to report; Town Report draft submitted for printing; Select Board will receive a copy to review. Must have finalized by Thursday. Mailing list: to voters. One for each address.

- **Road Foreman Report**

New Fire Truck | being equipped; will work out well. Has a place for everything. Getting that in service.

Town Trucks | one out of service; still awaiting availability of part? Folks’ patience appreciated until truck is fixed. Next truck to be replaced. Best if new one is under warranty; if able to find one. Safety & Health trainings, recertifications completed; ready for summer.

- **Weight Permits**

Gosselin Concrete, Gosselin Water Wells & GW Tatro, AH Transijt Z& Inc from Quebcc (signed already).

- **Upcoming Projects to Keep on Agenda**

- Community Development position
- 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**

None. (Feb. 22nd: School Library: mock town meeting for students; Select Board invited)

- **Decide Next Meeting Date & Adjourn**

Next meeting: Tuesday, February 20 at 7 pm at Town Hall. Meeting adjourned at 9:07 pm.

Respectfully submitted,



Victoria Hudson
Select Board Clerk

Abbreviations / Acronyms

- SMEs – Subject Matter Experts
- LHMP – Local Hazard Mitigation Plan
- LEMP – Local Emergency Management Plan
- EMD – Emergency Management Director
- RFP – Request for Proposal
- CLA – Common Level of Appraisal