

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

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**TUESDAY, APRIL 16, 2024**  
**7PM | CRAFTSBURY TOWN HALL**

**Present:** Alison Blaney, Jim Jones, Bruce Urie | Town Clerk Michelle Warren | Steve Pike

**Meeting Agenda**

Jim called the meeting to order at 7:04 PM.

- **Adjustments / Changes to Agenda**

None.

- **Action – Approve Select Board Regular Meeting Minutes of April 2, 2024**

**Bruce Urie motioned to approve the meeting minutes of April 2; Alison Blaney seconded it. All aye. Motion passed.**

- **Discussion – FEMA Update • Bruce Urie**

Met today; \$200K for FEMA's portion. Will submit in next couple weeks. Bruce will check with FEMA to see whether a second coat of pavement will be covered for South Craftsbury Road. Contact has all information, all culvert numbers. Phase II: on-site visits with mitigation people. Determine all that can be done to mitigate problem. \$500K to repair bridge (rough estimate). Letters to contractors re meeting requirements as part of procurement policies of FEMA award (can meet policy if sent to all local and larger contractors). Will have on file from each their hourly rate, whether insured: must meet four criteria noted in letter. If another flood or other catastrophe occurs, will know which contractors have met criteria for procurement policy. Grant-in-Aid: must have visit at sites. Have until September 30 to do last year's grant-in-aid and next September to do this year's. Have an April 25 appointment (9 am); anyone who wants to ride along can join. Meet at Town Hall office.

- **Discussion – Delinquent Tax Update • Alison Blaney**

Review of list. Discussion of Delinquent Tax Collector; should hire. The list is almost entirely cleaned up. Will post ad on Front Porch Forum.

- **Discussion – Changing TH19 to TH19 Morgan Mile**

Want to add Morgan Mile name to road: Phil Lovely requesting change. Who else lives on road? Wants to ensure neighbors are ok with change. Cost to change? Unknown – can find out. Due to Morgan horses at farm. Bruce: will research steps to change and costs involved; trimming of hedges; all neighbors need to be on board.

- **Committee Reports**

- **Action – Conservation Commission:** Add Colin Netzley as permanent resident. Alison motioned to add Colin Netzley to the Conservation

**Commission as a regular member; Bruce seconded the motion. All aye. Motion passed.** Commission also wants to create a Facebook account/group.

- Trail Task Force – not meeting until end of month; will come to next SB meeting and provide update after they meet.
- **Action – Town Service Officers** – Alison motioned to nominate Kris Coville as a Town Service Officer; Bruce seconded. All aye. Motion passed.
- Public Funds Trustee – every town should have one; current account shows the funds belong to Cemetery funds; more research and will come back to board.

- **Clerk Report**

- P&L – completed with actuals; shows current status; utilities a bit higher.
- Open Meeting Seminar – April 17 (tomorrow) attending.
- Dead dog – found on April 8; animal warden contacted; complaint received today that dog is still there; it is gone (Mr. Pike took care of it).
- Grant Seminar— points to consider; a series – maintaining, managing.
- RecordsForce – bill arrived; a bit more than anticipated; \$35K anticipated (little more than \$40K). Vital records under-estimated; all records up to the last two books are now online and will become accessible / available to public.

- **Road Foreman Report**

Dog and trash updates: insurance claim. The Northeastern Vermont Development Association (NVDA) road rep may be inspecting; perhaps do the connected segments (report for 2027). \$32K-\$33K for ditching from grant-in-aid.

- **Weight Permits**

Signed: Vaillancourt Transport LLC; RMS – Resource Management Inc.; Cardinal; Kelley-View Farm Inc.

- **Upcoming Projects to Keep on Agenda**

- Triggers for Opening the Emergency Shelter, Providing Assistance, Activating N2N
- Group Process: Throw Up Class 4, TH23, Bruce Awaiting Word from VTrans
- VOREC Grant: Upgrade Sterling Trailing; Parking Signage - Gina Campoli
- Appreciation Certificates
- Electricity on the Common – walk 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**

- Driveway: Molly Ciecierski – Not a town-owned driveway.
- Unclaimed parcel: someone will research further.
- Auditors mtg: scheduled for April 23 at 11 am.
- Green Up Day: Sterling students that helped this week and other residents were thanked for their assistance.
- Letter Craftsbury Outdoor Center.

- Complaint from Laura DiBiase: erosion and water / pond matters. wants it cleaned up; water goes into the pond. Possible solutions: stone-line the road can help reduce/eliminate erosion; pave the road? Hydraulically connected? Can determine if any Grant-in-Aid funds can be used; Bruce will contact her and advise that SB is contemplating how work will be done.
  - Audit will be required; will post position.
  - Tree Warden Jim Moffatt – deceased – recognized for contributions to Town: tree warden/inspector of lumber and wood; former Select Board member; very appreciative of all his contributions to the Town of Craftsbury. Must consider appointment of someone for position.
- **Action – Decide Next Meeting Date & Adjourn**  
Next meeting will be 7 pm on Tuesday, May 7, at Town Hall. **Alison motioned to adjourn the meeting at 8:14 pm; Bruce seconded. All aye. Motion passed.**

Respectfully submitted,



Victoria Hudson  
Select Board Clerk