

# Town of Craftsbury Selectboard Minutes

~approved~

Tuesday, April 21, 2020

## AGENDA REGULAR MEETING

- Approve the minutes of the last meeting
- 4C's Mortgage Discharge Form
- Trash
- Zoom
- FEMA
- Town Report Minutes
- Weight Permits
- Committee Reports & Appointees  
Sheila LaPoint stepped down as Green-Up Day Chair  
Rebecca Tatel stepped down as Vt Emergency Management Rep.  
Replacement needed for Kathryn Prentice on Energy Committee  
Replacement needed for Steve Wright on Conservation Commission
- Road Foreman's Report
- Clerk Report
- Walk-ins that have business to come before the Select Board
- Other Business :

The Selectboard met via Zoom Tuesday, April 21, 2020 at 7 PM. Selectboard present were Bruce Urie, Jim Jones and Susan Houston. Michelle Warren (Selectboard Clerk), Penelope Doherty, June Cook and Cedrus Hannon were also present. Yvette Brown (Town Clerk) was available via phone.

### Approve Minutes Last Meeting:

The Selectboard will approve the minutes of March 17, 2020 and April 7, 2020 at the next meeting, after they get a chance to look them over.

### 4C's Mortgage Discharge Form:

Bruce and Jim signed the Care Center's mortgage discharge form tonight. Susan will stop in to sign the form as well.

### Trash:

Bruce reported that the Craftsbury Transfer station will be open April 25<sup>th</sup>. He mentioned LRSWMD plans to have the Craftsbury Transfer station open every other week.

### Zoom:

Michelle has purchased Zoom for the Town and has submitted the bill to be taken out of the Town grant funds. Michelle will contact committee chairs to let them know Craftsbury has it for their meetings. Michelle will also send log in information if they wish to use it.

### FEMA:

Bruce said he met with Brianna from FEMA by telephone April 13<sup>th</sup> regarding FEMA reimbursement for the damage last October. Bruce warned that reimbursement isn't expected until next spring. Right now Bruce is working on submitting a damage report.

They also discussed FEMA and Covid-19. Bruce thought \$3300 was the minimum needing to be submitted. Susan felt a lot of the expenses have been covered already through grants and donations. They thought the deadline has already passed, but maybe there could be an extension. Penelope mentioned now businesses are able to go through the process directly, and not through the Town for assistance because of COVID-19. Penelope will go to FEMA Zoom meetings, if Bruce is unable to.

**Susan nominated Penelope to be the assistant FEMA Representative for Craftsbury, seconded and approved.**

#### Town Report Minutes:

Yvette will email Town Report minutes to the Selectboard. They will later come in later to the Town Clerk's office to sign.

#### Weight Permits

The Selectboard signed weight permits for Fred Vance, Huntington Homes Inc., Blow & Cote Inc., and Vallencourt Transport.

#### Committee Reports & Appointees:

Sheila LaPoint stepped down as Green-Up Day Chair. No replacement has been chosen yet. When the Green-Up Day bags come in, we will let residents know so they can get them. Bruce mentioned maybe we can have a map for people to mark when done. Michelle noted Green-Up is working on an app, maybe that can help with mapping.

Rebecca Tatel stepped down as Craftsbury's Vt Emergency Management Rep. Jim will double check with her before proceeding.

Susan will ask the Energy Committee for their replacement suggestions for Kathryn Prentice position. She will also check with the Conservation Commission for suggestions on their board as well.

Susan updated the Selectboard on all the projects the Neighbor to Neighbor Task Force was doing. With Craftsbury Mental Health Group partnership, they are doing a Thursday Morning Social Time via Zoom, putting notes of encouragement in school lunches, and daily walks on the Common. The Neighbor to Neighbor group also has created a letter for those residents returning to Craftsbury,

Susan relayed from the Task Force, asking if there was anything else the Task Force should be doing for the town. The Selectboard said none at this time. Michelle has sent out most of the thank you letters for donations so far. Michelle will drop off some of the sanitizer down at the Town Hall for office and town crew as well. She will ask to get some masks there too.

Bruce said, as emphasized by VLCT, that only volunteers that have signed the consent form can volunteer actively for Craftsbury's Neighbor to Neighbor Task Force. Michelle said for the few volunteers who have not filled out the online consent form, she will move to the inactive neighbor to Neighbor list. Michelle will send Kris the updated list.

Planning Commission meeting is postponed until June Susan said.

Road Foreman Report:

Bruce said that Steve Marckres is talking with Steve Moffat to find out where the Conservation Commission wants their sign in Collinsville. They already put the other sign up on Hatchbrook Road.

Northeast Sand & Gravel will be starting with the sand in the gravel pit later this week. Dwight Denton will also be working in the gravel pit. Jim talked with neighbors of the gravel pit yesterday to let them know what would be happening. Probably 10 days of sand, then switch over to gravel.

Clerk Report:

Town Clerk's office will have just one clerk, except for Betty processing recordings, until further notice.

Walk-ins That Have Business to Come Before the Selectboard:

None

Other:

- Bruce said the State won't be meeting in person like done in the past to review projects. They will be giving total allotment of \$144,015.31, up about \$3,000 from last year.
- Bruce and Jim signed Local Emergency Management Plan (LEMP). Effie will notarize later.
- Bruce mentioned that the listers won't be going into homes for updates, probably not a big increase in the grand list this year.

The Selectboard Meeting adjourned at 8 PM. Next Selectboard Meeting is scheduled Tuesday, May 5, 2020 at 7 PM via Zoom.

Respectfully submitted,



Michelle Warren, Clerk of the Select Board