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Town of Shaftsbury

Municipal Offices at Cole Hall

Meeting Minutes

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Community Center Development Committee

Date of Meeting: Thursday, October 3, 2024 in person at Cole Hall and remotely via Zoom

Members Present: Naomi Miller, Joan Dornhoefer, Marlene Hall, Zoe Contros Kearn Marie Watson, and Town Administrator, Paula Iken (presiding).

1. Call to Order
The meeting came to order at 5 p.m.
2. Conflict of Interest Statement
No one reported a conflict of interest.
3. Minutes
Tabled.
4. Announcements
5. Discussion of current needs

Ms. Iken said she'd spoken with a representative from Yankee Barn Homes, who excused herself from attending a meeting of the CCDC. She also heard from the post and beam company, who indicated their firm would be too expensive for Shaftsbury's budget. The group discussed the visit from Ms. Whitman briefly. Ms. Iken will invite a different post and beam builder.

Ms. Hall said she'd measured her office: 28.5 x 18 feet. Ms. Jenks' office is the same size. Whether to have separate offices or a shared open space was discussed. It was noted that the community space doesn't have to be broken into "senior center" and "after school program" spaces. The town clerk and treasurer both need a window setting from which to serve citizens.

Ms. Hall said she hoped all the staff could be placed in the new building. There is a lot of interaction between all the staff every day. The committee discussed what size office would be the minimum for various staff persons. Ms. Hall expressed a wish that the offices have lots of windows and be bright. It was agreed that committee members should visit spaces to gauge how big is big enough for the community center: is it 1500 s.f.? 3000 s.f.? basketball-court sized?

Ms. Miller noted that the \$500K left in the former ARPA account could be used as a match. Ms. Hall remarked that those monies could be invested, and over time grow much larger.

Ms. Contros Kearn suggested getting three or more quotes for various sizes of a building.

The committee discussed movement of people to and through the new building. It discussed connecting Cole Hall to the new building. They discussed an L-shaped building located in the southern portion of the "campus." The original plans for the new building called for a 1500+ s.f. structure.

Ms. Hall said she hoped to be able to hold elections in the community center.

Ms. Miller spoke about a gazebo she'd seen at a state park near Vergennes which was paid for by local donations in honor of those they'd lost. Committee members spoke of gathering volunteers to build things, to mentor young workers, and thereby leverage the good impacts of the new building.

With a vault and office space the total size of the community center should be about 1800 s.f.

Ms. Iken will ask Chris Ponessi if he might attend a CCDC meeting in two weeks, on October 17. She will ask Rick Bennett if he could visit at the October 10 meeting.

6. Public Comments

There were none

7. Q&A with Chris Ponessi

Tabled.

8. Review of action items

Ms. Iken: contact Chris Ponessi

Ms. Miller: contact Rick Bennett

9. Adjournment

Ms. Hall moved to adjourn at a little after 6 p.m. Ms. Contros Kearl seconded the motion, which passed unanimously.