



www.shaftsburyvt.gov

Town of Shaftsbury

Municipal Offices at Cole Hall

Meeting Minutes

PO Box 409
61 Buck Hill Road
Shaftsbury, VT
05262-0409
(802) 442-4038

Community Center Development Committee

Date of Meeting: November 25, 2024 in person at Cole Hall and remotely via Zoom

Members Present: Zoe Contros Kearl (presiding), Paula Iken, Marlene Hall, Joan Dornhoefer, Ben Benedict, and via Zoom, Sarah Costin. Also present was Naomi Miller.

1. Call to Order

The meeting came to order at 5:02 p.m.

2. Conflict of Interest Statement

No one reported a conflict of interest.

3. Minutes

Ms. Hall moved to approve the November 21 minutes as amended. (Ms. Hall noted a change on page 2.) Ms. Dornhoefer seconded the motion, which passed unanimously.

4. Announcements

Ms. Hall spoke with the Secretary of State's office. She learned we would have no more than forty and no less than thirty days to warn the vote. If considered a budget vote, we can have a special meeting and vote from the floor. Our town counsel would have to decide whether it is a budget vote. If not a budget vote, we would need an information meeting and then an Australian ballot vote.

5. Public Comments

There were none.

6. View preliminary plans

Mr. Benedict described his draft site plan for the former Medical Center. He suggested the Town Clerk's office and vault should go in the north wing. (The space available there is a little less than desired but should be sufficient.) He noted that there was lots of space for storage downstairs. He described a large meeting room with access to the outdoors. He noted that town offices would be located off the big room with lockable doors. He pointed out where plumbing is available. His draft plan requires no new windows, just newly painted walls, new flooring, some new lights, some ceiling repairs. Mr. Benedict wondered if residents could help with the renovation. Ms. Miller asked about removing some of the drop ceilings. Mr. Benedict described

what he thought he'd find above them. Ms. Miller noted the outdoor spaces could be made very attractive.

Ms. Contros Kearn outlined her draft presentation. It starts with the ARPA process, the creation of the CCDC, their exploration of possible building options and their costs, and concluding with the discovery of the availability of the Medical Center and initial plans for Cole Hall. It will be illustrated with slides. She will mention the "center of commerce" concept, the possibility of increased foot traffic in the Village – for visits to Town Hall, to medical service providers and Meals on Wheels at the town office building – in a space with lots of parking and with green spaces.

Mr. Benedict agreed to produce a detailed list of renovations needed room by room. He will also try to enlist a mechanical engineer to examine the building.

Ms. Contros Kearn noted that the building is for sale at \$87/s.f.

Ms. Hall said the sellers should know that at least sixty days will be required after the signing of the contract to warn the vote and come up with a "not to exceed" figure. It was agreed that the Medical Center vote should be held via special meeting, not at the Town meeting in March 2025. (Only truly interested and educated voters will attend the special meeting.)

Ms. Hall will research vault requirements. Mr. Benedict said the vault could be supported in the basement simply by installing additional joists.

7. Discuss anticipated questions

Tabled.

8. Review of action items

The next CCDC meeting will be held Dec. 5.

Get access to the building for Mr. Benedict.

Mr. Benedict will try to find a mechanical engineer.

Mr. Benedict will start a room by room list of renovations needed.

Reach out to the Town Counsel's colleagues with questions re "budget vote."

9. Adjournment

Ms. Hall moved to adjourn at about 6 p.m. Ms. Dornhoefer seconded the motion, which passed unanimously.