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Town of Shaftsbury

Municipal Offices at Cole Hall

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Meeting Minutes

Community Center Development Committee

Date of Meeting: December 19, 2024, in person at Cole Hall and remotely via Zoom

Members Present: Paula Iken, Marie Watson, Joan Dornhoefer, Zoe Contros Kearn (presiding), Ben Benedict, Marlene Hall, and Sarah Costin.

1. Call to Order

The meeting came to order at 5p.m.

2. Conflict of Interest Statement

No one reported a conflict of interest.

3. Minutes

Ms. Watson moved to accept the December 12 minutes. Ms. Costin seconded the motion, which passed 7-0-0.

4. Announcements

Ms. Iken announced that an inspection of the medical center wastewater system will be held on December 20. A state fire inspection will be held December 31 at 10 a.m. The center is now officially under contract contingent upon voter approval.

Ms. Hall said she'd been told by select board chair Naomi Miller, who visited with the dentist who will remain at the center, that the dentist seems like he'll be a good neighbor. He asked that nothing be done to change the footprint of or the public spaces in the complex (as he owns 30% of the footprint).

Ms. Iken reported that Jonathan Cooper of the Regional Commission brought several representatives of USDA Rural Development to a meeting yesterday. Among other things, they suggested that the Vermont Preservation Trust might be interested in helping with the Cole Hall restoration. Mr. Benedict said he'd been working with the Trust for several years and thinks they could be very helpful.

5. Public Comments

There were none.

6. Building Inspection

Ms. Iken reported that the inspection went well, with nothing alarming turning up. Roof shingles will need replacing over time, as well as windows. The inspection report is forthcoming.

7. Vault representative

Ms. Hall reported that she was impressed with the representative. Mr. Benedict also met with him. He noted that it would be best to put the vault on a slab. The vault company would charge about \$19K for such a system. That cost would not include pouring the slab. (Putting the vault in the basement could cost around \$150K.) The committee discussed where best to put the vault so that it would be on a slab and could be “protected” by the Town Clerk. The vault would be designed to withstand a six hour fire. There was a question about the size of the door and how far it might swing outward into a hallway. The new vault doors would be double, and close automatically if a fire were sensed or power were lost. Ms. Hall would like to be in the line of sight for folks who enter the door to the building. It was suggested that the old vault be used to store archival matters in Cole Hall. Maybe the door could be sold.

8. Review of action items

- Still waiting for opinion on what kind of vote is needed from Town counsel.
- Prepare a list of priorities for medical center renovations.
- Prepare a list and schedule for restoration activities at Cole Hall.
- Seek input at Town meeting on how Cole Hall should be used once restored.
- Discuss septic inspection and fire inspection at next meeting on January 9.
- Think about priorities for the Cole Hall restoration.
- Schedule the special meeting once we hear from our attorney.

9. Adjournment

Mr. Benedict moved to adjourn at 5:52 p.m. Ms. Hall seconded the motion, which passed unanimously.