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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, March 6, 2025, in person at Cole Hall and remotely via Zoom

Members Present: Town administrator Paula Iken (presiding), Sarah Costin, Marlene Hall, and Zoe Contros Kearn – guest in person. Marie Watson on Zoom.

1. Call to Order

The meeting came to order at 5:04 PM.

2. Conflict of Interest Statement

No one reported a conflict of interest.

3. Minutes

The minutes were reviewed. Ms. Contros Kearn noted that the word Meals was spelled incorrectly. The minutes were approved with that correction.

4. Announcements

Ms. Iken said that utilities have been moved over in the new town building and they are working on getting the security system updated. She met with RCS Consulting at the new town building to look at wires. To save time, she would like to meet with all potential contractors at the building at one time and then give a time frame for bids. Ms. Iken also met with inhabitants of Cole Hall to discuss office placement in the new building. This brings the final blueprint for renovations one step closer.

Ms. Contros Kearn announced that since she is now on the Select Board, she is no longer a voting member of the CCDC but will take Ms. Miller's place as Select Board representative at meetings. Joan Dornhoefer has offered to co-chair the CCDC with Ms. Iken.

Ms. Costin asked if there were updates on Cornerstone Housing Partners. Ms. Iken said they are interested but funding would be better if Cole Hall is included in a presentation. Ms. Iken said that town attorney Merrill Bent requested a copy of the Cole Hall deed and asked Ms. Hall for a scanned copy.

5. Public Comments

Ms. Andrea Bacchi was present on Zoom representing the Shaftsbury Energy Committee as its chair. She gave a brief overview of the committee's purpose to help with energy efficiency in Shaftsbury. She then suggested a Heat Squad energy audit at the new building and asked how the Energy Committee can help. Ms. Iken said one goal was to get solar panels on the roof. Ms. Bacchi would like to have the Energy Committee do a walk through at the new building. Ms. Iken suggested this be done at the committee's next meeting.

6. Discussion of vault funding

Ms. Iken stated that \$114,000 had been put together from various town funds. The current estimate from Firelock for the vault, without electric installation, is \$110,000. Funding should be covered but at least 2 – 3 more estimates are needed. Ms. Contros Kearn said she had a list of Firelock's competitors. Ms. Hall said she would make this a priority in the next week.

7. (Not on agenda) There was a general discussion of the community center space at the new building, the future of Cole Hall, and what needs to be put together before a town meeting on Cole Hall.

8. Review of Action Items

Get at least 2 more vault estimates

Scanned copy of Cole Hall deed

RFDs

Renovations- next steps

Keep thinking about Cole Hall

9. Adjournment

The meeting was adjourned at 5:28 PM