



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: Thursday, April 3, 2025, in person at Cole Hall and remotely via Zoom.

Members Present: In person: Paula Iken- co-chair (presiding), Joan Dornhoefer- co-chair, Ben Benedict, Sarah Costin, Marlene Hall, Marie Watson, and Zoe Contros Kearn- representing the Select Board.

1. Call to Order

The meeting came to order at 5:03 PM.

2. Conflict of Interest Statement

No one reported a conflict of interest.

3. Minutes

The 3-6-25 and 3-20-25 minutes were approved. Mr. Benedict had some further comments regarding the auxiliary heaters. He had discussed them with the former owner who said they didn't perform very well and were mostly used as shelves.

4. Announcements

Ms. Iken announced that the RFP had been posted with minor changes to the wording reviewed by the CCDC: clarification that the contractor did not have to build the vault, just prepare the space for the vault, removal of wording on emailed bids- bids are limited to sealed bids, and updating the dates of the required contractor walkthrough to Thursday, April 17th at 7:30 AM and submission of bids to noon on Thursday, May 1st.

Ms. Iken then started a conversation about flooring materials. Ms. Hall said that she preferred flooring other than carpet to reduce shocks from static. It was agreed that a wood look vinyl capable of standing up to high traffic would be one good option. Mr. Benedict stated that he had allowed \$6/sq ft for flooring in his estimate. Ms. Dornhoefer asked about the possibility of brick or another material that could be used for passive solar in the community space. Mr. Benedict explained that as soon as you coat the material, you have a thermal break. The quarry tile that is already in place will remain. Ms. Iken asked the committee members to look at some options before the contractor walkthrough. The committee agreed that they would prefer that the town purchase from a locally owned business.

5. Public Comments

None.

6. Discuss next steps for vault

Ms. Iken noted that there is one company selected for the vault, Firelock. Ms. Hall said she was unsure how many of the existing shelving units in the vault could be moved, so she will contact a supplier of shelves for the new vault. Firelock needs 100 days minimum, so Mr. Benedict will contact the representative to ask what drawings etc. they need to start the process. He will investigate above the existing ceiling and provide Firelock with that information as well.

7. Discuss focus of the committee

Cole Hall is still on hold. The focus of the committee is somewhat dependent on the report from the Sewer Feasibility Committee and how Cole Hall will relate to housing built on the town land.

8. Review of Action Items

Mr. Benedict will explore above the vault area ceiling and get back to Firelock.

Ms. Hall will look into vault shelving.

All committee members will explore flooring options and send to Ms. Iken.

The next meeting will be in 2 weeks, on April 17th.

9. Adjournment

The meeting was adjourned at 5:33 PM