



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 17, 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, and Marie Watson.

1. Call to Order

The meeting came to order at just after 5:00 PM.

2. Conflict of Interest Statement

No one reported a conflict of interest.

3. Minutes

The 4/3/25 minutes were approved without amendments.

4. Announcements

Ms. Dornhoefer related that, during the energy audit at the new municipal building, Energy Committee member Bill Christian had suggested contacting Window Dressers to measure for window inserts. Ms. Dornhoefer noted that these would improve energy efficiency and making them could be a community project.

5. Public Comments

There were no public comments.

6. Discuss vault

Ms. Iken said she had received a notification from Firelock that due to tariffs the price of the vault had gone up from \$110,000 to \$114,000. Firelock states that they would do their best to keep prices stable. Mr. Benedict suggested that this be brought before the Select Board. Ms. Iken said she would do that. Mr. Benedict shared the drawing of the vault space the he had sent Firelock. It is accurate to within an inch and the company had accepted these approximate measurements to move forward, so the vault is in the queue.

7. Review of walkthrough

The walkthrough for contractors took place on the morning of this meeting, 4/17. Ms. Iken, Mr. Benedict, and Ms. Dornhoefer were present. One contractor, Pro-Builders of Hoosick Falls, NY attended. After the walkthrough, the contractor was concerned that if he was the only bidder, his bid would not be taken seriously, and that the town would not accept his bid. Ms. Iken looked up the Town of Shaftsbury purchasing policy for this type of project which states that you must solicit for bids so the town is not obligated to take this contactor's bid, but the bid will be treated seriously and the town will be transparent. This will be moved forward to the Select Board. Ms. Iken contacted several

other contractors including Naylor & Breen Builders and the town garage builders (Morton Construction). Naylor & Breen said they wouldn't bid because they don't have the resources for this project until winter. Committee members offered several other suggestions of contractors to contact and discussed what contractors should have for experience and resources (plumber, electrician etc.). Ms. Iken noted that the DPW has been working in the new building on rainy days, removing pictures from walls and vinyl baseboard, moving items being kept to the basement, and removing other items to prepare for renovations. The carpet has not been removed yet, and respirators will be required during its removal. The discussion then moved to flooring types in different areas of the building, remembering that many areas will be high traffic. Mr. Benedict stated that the least expensive choices were carpet and vinyl. Ms. Dornhoefer offered to scope out prices at the local flooring company (Bennington House of Tile & Carpet). Ms. Iken brought up the plumbing fixtures. Most will be kept but some faucets will need to be replaced. Mr. Benedict indicated that it is more efficient to purchase a better-quality fixture that will last longer than keep replacing cheaper fixtures.

8. Review of Action Items

Ms. Dornhoefer will visit Bennington House of Tile & Carpet to explore flooring options and pricing. Ms. Iken will contact contractors and give the Select Board information on the vault price increase and walkthrough results.

The next meeting will be in 2 weeks, on May 1st.

9. Adjournment

The meeting was adjourned at 5:30 PM