



Town of Shaftsbury

Municipal Offices at Cole Hall

Meeting Minutes

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Community Center Development Committee

Date of Meeting: Thursday, May 15, 2025, in person at Cole Hall and remotely via Zoom.

Members Present: In person: Paula Iken- co-chair (presiding), Ben Benedict, Joan Dornhoefer- co-chair, Marlene Hall, 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 5/1/25 minutes had not been posted. They will be reviewed at the next meeting.

4. Announcements

Ms. Hall said that she met with Ron Keith from Dupont storage systems. He thinks that shelving currently in the vault can be reused. Dupont will remove the shelving, move everything to the new vault and take the books and put them back in in correct order. They will also add shelves, including locking shelving for vital records. Ms. Hall will give the Firelock contact information to Mr. Keith. Ms. Dornhoefer said that when she returned floor samples to Bennington House of Tile & Carpet the owner noted that the one contractor who was at the walk through has been there pricing flooring for his bid. Ms. Dornhoefer explained to the owner that a decision on contractor hadn't been made yet, but the town preferred to shop locally. Ms. Iken noted that she had been in contact with the contractor who was almost ready to submit his bid. Ms. Dornhoefer added that she had been contacted by someone with demolition experience, including removing flooring. There was discussion on the approach to the demolition and carpet removal.

5. Public Comments

There were no public comments.

6. Discuss vault order

Ms. Iken and Mr. Benedict said they had not heard anything further from Firelock. Mr. Benedict said that he would contact Firelock.

7. Status report on renovation

Ms. Dornhoefer opened a discussion on window fittings with Window Dressers. The committee agreed that the renovation status was "Waiting". The DPW had cleaned furniture out, saving good items in the basement, and removed everything from the walls.

8. Review of Action Items

Mr. Benedict will contact Bergen from Firelock.

Ms. Iken is waiting for renovation bids.

It was proposed that the next CCDC meeting be in a month, on June 12th. Ms. Iken will send an email to the committee to confirm or change the date.

9. Adjournment

Ms. Watson moved to adjourn the meeting; Ms. Hall seconded. The motion passed 5-0-0 and the meeting was adjourned at 5:18 PM.