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# Town of Shaftsbury

Municipal Offices

## Meeting Minutes

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### Community Center Development Committee

**Date of Meeting:** Thursday, January 8, 2026, at Cole Hall and remotely, via Zoom

**Members Present:** Joan Dornhoefer (co-chair presiding), Marlene Hall, Sarah Costin, Zoe Kearl (Select Board representative) and Paula Iken (Co-chair appearing remotely)

**1. Call to Order**

Ms. Dornhoefer called the meeting to order at 5:00PM.

**2. Conflict of Interest Statement**

No committee members expressed conflicts of interest

**3. Minutes**

The committee reviewed the December 4, 2025 minutes and approved with the amendment of the correct spelling of Ed Shewell's name and a reminder of putting in yays, nays, and abstentions. Ms. Dornhoefer asked for a motion to approve the minutes with the revisions. Ms. Kearl moved, and Ms. Costin seconded the motion.

**4. Announcements**

There were no announcements

**5. Public Comments**

There were no public comments

**6. Building Updates**

Mr. Benedict says the renovation is going slowly, but this is what circumstances have dictated. Ben Huelett is still doing electrical work, and Brett Mould and Eddie Shewell are preparing the walls for painting. They are off on another job for a few weeks but will finish the dry wall when they come back. The interior doors and windows are in, so they can be put in. Bennington House of Tile will be preparing the floors in the next week. Jason, the HVAC guy, has been getting in there when he can, doing maintenance on the roof units. As far as timing goes, we're likely looking at 60 days. Although it's going slowly, the work has been good, and it is less expensive in cost. Ms. Kearl commented that, all things considered, it's not taking that long. Ms. Iken asked about the tile ceilings, and Brett and Eddie will finish those. She also mentions that it was a lot of work to put the CAT6 wiring throughout the building. Ms. Hall comments that there is a slight crack in the corner of the safety glass on an interior window. We'll leave it for now and replace it if necessary.

**7. Discussion of Timeline**

Mr. Benedict said the first layer of taping on the walls has been done. It would be ideal for the painting to be done before the floors go in, but that's not likely possible. We will get a painting quote, but we've had several people in town ask to help us paint.

**8. Review of Budget**

Ms. Iken commented that she was remiss in revising the budget document in time for this meeting, but she will have it for the next meeting. She will also start speaking about it during Selectboard meetings. Ms.

Kearl reminded the group that this is former ARPA money, and Ms. Iken reminded all that everyone who has worked in the building is from Shaftsbury and is doing wonderful work.

**9. Action Items**

Ms. Iken and Jen Holley will meet RCS Consulting at the new building next week, to start planning logistics for moving and operations. Ms. Iken asked Ms. Costin if she was able to do the meeting minutes, and she commented that she could not. Ms. Kearl offered to do them. Ms. Iken said the next meeting will be on either February 12<sup>th</sup> or 19<sup>th</sup> and will let the group know. Ms. Kearl notes that she and Ms. Iken will be meeting with Dr. Carmack next week, regarding the parking lot and such.

**10. Adjournment**

Ms. Dornhoefer moved to adjourn the meeting at 5:57 PM.