



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

Select Board Meeting Minutes

Town of Shaftsbury Special Select Board Meeting

Date of Meeting: Monday March 31, 2025 at 6:00pm, in person at Cole Hall and remotely via Zoom.

1. Call to Order:

The meeting came to order at 6:00 PM. Present were selectpersons Naomi Miller (chair), Zoe Contros Kearn (Vice-Chair), Mike Cichanowski, Tony Krulikowski, and Brad Peacock. Administrator Paula Iken was also present.

2. Conflict of Interest Statement:

No one expressed a conflict of interest with any item on the agenda.

3. Presentation and Discussion of RFP for new municipal building

Ms. Miller stated that the special meeting was for the presentation and discussion of request for proposals (RFP) for renovations of the new Municipal building. Board members had copies of the RFP and the drawing of changes that will be made. The RFP and plan will be posted on the Town of Shaftsbury website. Some dates on the original RFP were changed. The informational walkthrough of the new municipal building is now Thursday, April 17th at 7:30 AM. Bids are due by Thursday, May 1st, to be opened at the May 5th Select Board meeting.

Ms. Contros Kearn had a question about wording of insurance requirements. This was discussed and new wording was proposed. The RFP would be amended with the new wording if accepted. There was then discussion of what insurance coverage the town provided its town employees, including boards.

Ms. Iken said she would look into it.

Ms. Miller asked for a motion to accept the amended RFP and post it. Mr. Cichanowski made the motion and Mr. Peacock seconded.

Posting locations will include the Town of Shaftsbury website and Front Porch Forum and other usuals.

Ms. Iken noted that RFDs should be sent directly to contractors since they are busy. She asked for contractor recommendations and noted that it was primarily a demolition job. The board then voted on the motion which was approved 5-0-0.

4. Public Comments:

Andrea Bacchi and Rob Dewar were present on Zoom but did not comment.

The public meeting ended at 6:13 PM with the Select Board entering Executive Session