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# Town of Shaftsbury

Municipal Offices at Cole Hall

## Meeting Minutes

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### Town of Shaftsbury Select Board Meeting

**Date of Meeting:** Monday, July 7, 2025, at 6:00 PM, 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, and Tony Krulikowski. Also present were Town Administrator Paula Iken, Treasurer Melanie Dexter, prospective Emerald Ash Borer Committee member James Browe, prospective Trustee of Public Funds Maggi Royle, members of the public Marie Watson and Martha Cornwell, and various others in person and online.

#### 2. Board Reorganization

Select Board Chair Naomi Miller stepped down from that position and turned the meeting over for an election of the Select Board Chair and Vice-Chair. Ms. Iken called for nominations for Select Board Chair. Ms. Miller nominated Zoe Contros Kearn. Mr. Cichanowski seconded the nomination. Ms. Contros Kearn was voted in as Chair 3-0-0. Ms. Iken called for nominations for Vice Chair. Mr. Krulikowski nominated Naomi Miller. Ms. Contros Kearn seconded. Ms. Miller was voted in as Vice Chair 3-0-0.

#### 3. Conflict of Interest Statement

No conflicts of interest with any item on the agenda.

#### 4. Minutes

2 sets of minutes were to be reviewed: June 2, 2025 and June 16, 2025. The June 2<sup>nd</sup> minutes were tabled again. The June 16<sup>th</sup> minutes were reviewed. Ms. Contros Kearn asked for a motion to approve. Mr. Cichanowski moved; Mr. Krulikowski seconded. The June 16<sup>th</sup> minutes were approved without amendment 3-0-1. Ms. Contros Kearn abstained as she was not present at the June 16<sup>th</sup> meeting.

#### 5. Announcements and Updates

Ms. Iken announced that the demolition phase at the new town office building is complete. Photos are being posted on the town website so that residents can see the progress.

Ms. Iken said that a group comprised of different town officers and committee members met with Cornerstone Housing Partners to continue the conversation about the sale and development of the town property behind Cole Hall. The sewer feasibility study is almost complete, so things can move forward soon.

Ms. Iken further announced that the town is soliciting applications for a Special Projects Coordinator. Applications are due by Monday, July 21, 2025.

#### 6. Warrants

Dog warrant: This warrant authorizes the dog warden, Bob Perry, to begin reaching out to dog owners who have previously registered dogs. The second deadline was July 1<sup>st</sup>. Licensing fees increased to \$10, with a final increase to \$15 per dog. Unlicensed dog owners may be subject to a fine up to \$150 per dog. Ms. Contros Kearn asked for a motion to approve the warrant. Ms. Miller moved; Mr.

Krulikowski seconded. The warrant was approved 4-0-0.

Check warrant report #26002 Items over \$1,000.00:

AFLAC: \$2,391.03 Supplemental insurance for employees.

Bennington County Sheriff's Dept.: \$6,778.75 Monthly fee

KAS Inc.: \$12,782.32 Landfill groundwater monitoring

M & T Bank: 2,513.64 Town credit card (cell phones, Mailchimp, Zoom, office supplies etc.)

Wallingford Crushed Stone: \$1,179.96 Gravel

At random: Amazon Capital Services: \$92.64 Printer ink

Ms. Contros Kearn asked for a motion to approve. Mr. Cichanowski moved; Mr. Krulikowski seconded.

The warrant report was approved 4-0-0.

Check warrant PR 01: Payroll 7/2/2025, check date 7/3/2025. Ms. Contros Kearn asked for a motion to approve. Ms. Miller moved; Mr. Cichanowski seconded. The warrant was approved 4-0-0.

Check warrant 26001: \$3,390.00 Tyler's Turf for removal of flooring in new town offices. Ms. Contros Kearn asked for a motion to approve. Mr. Cichanowski moved; Mr. Krulikowski seconded. The warrant was approved 4-0-0.

## 7. Public Comments

No public comments.

## 8. Treasurer's Report

Ms. Dexter noted that this report closes out the fiscal year. Cash balance at end of May was \$182,155.91. Total receipts for June were \$270,934.69. The transfer station took in more than normal. Delinquent taxes are getting caught up. Interfund transfer is for the reappraisal and water payment to North Bennington. Tax reconciliation is the final calculation for schools and taxes. Total disbursements were \$360,182.85, leaving a balance of \$92,907.75. Ms. Dexter does not like to see it go under \$100,00.00, but this was expected. Revenues (\$3,123,080.67) were above of budget (2,740,009.00), partly from changing from the accrual based accounting to the cash based and the curing of the funds that were previously known as ARPA funds. Expenditures (\$3,317,244.87) are quite a bit above budget (2,746,971.00), in part because the town bought a building. These numbers will shift slightly as auditors make changes, but they should be close. Ms. Dexter then brought up the reserve accounts. The water department was the largest as water bills were due in June. The Listers reappraisal work is ongoing. Checks for reappraisal come out of the general fund which creates a money due to the general fund. Ms. Dexter suggested that money be transferred from the Listers Reappraisal Fund to the general fund, to be used as a pool for checks to the Listers reappraisal. This would make it clear where the money was due and avoid a line of credit at high interest rates. The Grand List has been finalized and tax bills should be able to go out earlier to help alleviate the current cash crunch. Ms. Dexter is keeping a close eye on the situation. There was a \$32,000.00 payment from the State not on this report, a tax adjustment, so money is coming in. Ms. Contros Kearn asked if the Select Board had questions about the transfer of money. There were no questions and no objections. Ms. Dexter then discussed tax rates. Education tax rates went down, but municipal rates will likely go up. She will provide the Select Board with tax rates at the next meeting so that the board can vote on them, and tax bills can go out.

## 9. DPW Report

Ms. Iken read an email from DPW Foreman Mike Yannotti stating that roadside mowing will continue on the east side of Shaftsbury, starting on Buck Hill and East Road this week. Road grading will be done on lower East Road, East Road, and Glastenbury Road. The DPW will be replacing culverts on Mountain View Drive and Glastenview Drive at intersections with Daniels Road. The existing culverts do not meet state standards for hydrologically connecting road segments. This work will be funded from the VTrans State grants received last fall. The DPW is also cleaning sediment out of ditches on Trumbull Hill and Montgomery.

10. Request to purchase land: Marie Watson

Ms. Watson requested to purchase the 40' strip of land belonging to the town that lies between her property and the neighbor. The land was used as a path to a town building that no longer exists. She is uncomfortable with it continuing to be a pathway given the proposed development of the land behind Cole Hall. Ms. Contros Kearl responded to Ms. Watson's concerns and let her know that the matter was before the town attorney for advice and that it was within the town's ability to review such requests and grant or deny them.

11. Emerald Ash Borer Committee interview: James Browe

James Browe was interviewed as a prospective member of the Emerald Ash Borer Committee. Ms. Contros Kearl asked him what his interest was in the committee. Mr. Browe responded that he knows what happens when the trees fall, and he can identify the different stages of the Emerald Ash Borer. Ms. Contros Kearl asked for a motion to appoint Mr. Browe to the Emerald Ash Borer Committee. Ms. Miller moved; Mr. Cichanowski seconded. The warrant was approved 4-0-0.

12. Emerald Ash Borer Committee: set date for organizational meeting

2 dates were proposed for the Emerald Ash Borer organizational meeting: Thursdays July 24<sup>th</sup> or 31<sup>st</sup>. Mr. Whitman, Mr. Browe, and Tree Warden David Mance III were present. Ms. Iken will email committee members to coordinate a date and call an organizational election.

13. Trustees of Public Funds interview: Maggi Royle

Ms. Contros Kearl asked Ms. Royle to tell the board about herself as relevant to the Trustees of Public Funds. Ms. Royle said that she had many years of accounting experience and as a trustee of trusts. She moved to Shaftsbury in 2019, is semi-retired and would like to be involved in the community. Ms. Contros Kearl asked for a motion to appoint Maggi Royle as a Trustee of Public Funds. Mr. Krulikowski moved; Mr. Cichanowski seconded. Ms. Royle was appointed as a Trustee of Public Funds 4-0-0.

14. Lion's Club: Martha Cornwell

Ms. Cornwell noted that she was not representing the Lion's Club, just Citizen Cornwell. She asked the Select Board for approval of a movie night on the town green to be held on August 22<sup>nd</sup> at 8:00 PM with a rain date of August 23<sup>rd</sup>. The Select Board will discuss this.

15. Eagle Square project discussion

Ms. Contros Kearl noted that the information on the demolition of the Stanley Tool Building aka Eagle Square project, was being offered as a public service announcement. The town is not a regulating body on this project. The project is in the public comment phase with the Agency of Natural Resources and the town is providing this information in case anybody would like to look at the project on the ANR's website and comment. Ms. Miller noted that this is the only time when the community has a say. There will be link to the ANR on the town website.

16. Other Business

Ms. Iken mentioned the ongoing issue of PFAs being in the water of the wells in South Shaftsbury. The residents who are affected are working with a lawyer for a class action lawsuit. The state is extending testing areas. If you are an affected party and want information, contact Fran Buck or Ms. Iken. A meeting with affected parties is being organized.

17. Review of Action Items

Ms. Iken will email members of the Emerald Ash Borer Committee to set a date for an organizational meeting.

A link to the ANR will be added to the Town website

18. Adjournment

Ms. Contros Kearl asked for a motion to adjourn. Mr. Cichanowski moved; Mr. Krulikowski seconded. Motion to adjourn passed 4-0-0.