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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, August 18, 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 Zoe Contros Kearn (Chair), Naomi Miller (Vice-Chair), Tony Krulikowski, and Mike Cichanowski. Also present were Town Administrator Paula Iken, Operations Coordinator Jen Holley, and Treasurer Melanie Dexter.

2. Conflict of Interest Statement

There were no conflicts of interest with any item on the agenda.

3. Minutes

Minutes could not be approved due to lack of a quorum.

4. Announcements and Updates

Ms. Kearn announced that there will be a free movie, "Mirror, Mirror", on the Town Green on Friday, August 22 at 8:00 PM. Rain date is Saturday, August 23, same time.

Ms. Iken forwarded a message from the Assessor Office: If the assessors have already been out on your street, but they were not able to access the inside of your home, call 802-442-4038, option 103, to make an appointment with Gina. Ms. Miller asked how one would know if the assessors had been to the street. Postcards are being sent out.

5. Warrants

Ms. Kearn called for a motion to approve check warrant report #26005 \$106,158.10:

Items over \$1,000

Bennington County Sheriff's Department \$8,540 for July services

G. A. Bove Fuels \$1,617.56 and \$2,295.87 Cole Hall and DPW fuel for heat and trucks

Casella Waste Systems \$9,173.22 Transfer station removals

Confluence IMS \$1,100.00 Fire department communications service fee

Hometown Heating and Cooling \$1,034.00 HVAC inspection and tune up; \$2,250.00 deposit on vault heat pump; both for new town office building

Innovative Surface Solutions \$5,439.10 DPW Calcium chloride for roads

Lee Fielding \$3,012.50 Plumbing in new office building

M & T Bank \$2,648.94 Town credit card (Zoom, Adobe etc.)

Madison Repair Services \$1,050.00 DPW Truck parts to repair truck 4

Matt Morse Excavating \$1,800.00 Culvert excavation

MVP Healthcare \$17,324.71 Employee health insurance

NEMRC \$7,750.00 Reappraisal fee for August
 PC Connect \$2,115.00 Threat Locker for computer protection
 Peckham Industries \$1,747.24, \$2,301.51, \$1,829.13, \$1,411.13 Road work and culvert repair (grant)
 RCS Consulting \$1,670.45 Monthly network maintenance
 Stevenson Equipment Incorporated \$1,198.64 DPW Mower repair
 Wallingford Crushed Stone \$3,288.61. Gravel
 Weaver Excavating Incorporated \$3,000.00, \$3,000.00 Two weeks of excavator rental for culverts (grant)
 Wholesale Distributors \$5,030.00 Materials (grant), \$2,218.75 Signs
 Random: Shaftsbury Fire Department \$216.54 No Parking stencils, rain gear; Kimball Midwest \$68.40 DPW operating supplies.

Ms. Kearl called for a vote to approve the warrant. Warrant approved 4-0-0. She then called for a motion to approve payroll warrant PR04 for \$21,140. Mr. Krulikowski moved; Mr. Peacock seconded. Payroll warrant approved 4-0-0.

6. Public Comments

Gail Morin and her husband brought up an issue with feral cats in Shaftsbury. There was a lively discussion about the number of cats, lack of funding for spay/neuter and questions about ARPA money. Ms. Miller answered the ARPA question and Ms. Iken said that she had called West Mountain Animal Hospital and was working with them to set up a date. Ms. Morin also had concerns about sidewalk maintenance, speeding in South Shaftsbury on Church St. and 7A, the 25 MPH sign on Church St. being difficult to see, and the crosswalk at Church and 7A being dangerous. Ms. Kearl responded that Ms. Iken would continue with possible arrangements with West Mountain for spay/neuter of feral cats and will also contact the DPW to discuss sidewalk clean up. The Select Board will discuss next steps with speeding issues, possibly replacing the 25 MPH sign in a more visible location, and making the crosswalk safer.

7. Treasurer's Report

Ms. Dexter mentioned the closure of the reserve account again as it is a big change for the Town. She is no longer showing the reserve fund spreadsheet because it does not exist anymore. All incoming money appears in cash flow now, because there is only one bank account. Water receipts are going there, a large number for this time of year. Ms. Dexter noted that Tiffany Mays sent out some, letters to remind people to pay their delinquent water bills, and that it was a very successful first step. There is a plan to address delinquent water bills on an ongoing basis and follow up with property owners who have not responded.

Ms. Dexter went on to say that even with warrants already signed there is plenty of cash, almost all of it reserve money. So, the Town does not have to borrow money, which is good for this time of year. She finished by saying that tax bills are probably going out this week after review to keep changes at a minimum and that people are asking about their tax bills.

8. DPW Report

The DPW has been working in the cemeteries with Cemetery Superintendent Jen Holley and on call. They just finished a big culvert project and helped with the project at the fire department, ripping up the old parking lot. This saved the Town money. Check the website to see what's going on, it's kept up to date.

9. Discussion of updated Cemetery Committee and Superintendent's roles & responsibilities

Tabled for a future meeting

10. Initial discussion of update of PC and DRB roles & responsibilities

Tabled for a future meeting

11. Southern Vermont "Get on Board" leadership training

Ms. Kearl announced that the Brattleboro Development Credit Corporation hosts a town-building symposium, the Southern Vermont Get on Board Local Leadership Training Series. There are four sessions: September 20th, October 4th, October 25th and November 11th. If anyone in the community is interested in attending these sessions and getting involved in town affairs, the Town will cover the cost of sending an individual to this training. If you are interested, please contact Town Administrator Paula Iken. Ms. Miller moved that the Town pay \$200.00 for an individual to attend the symposium. Mr. Peacock seconded. The motion passed 4-0-0.

12. Other Business

Ms. Iken brought up an Errors and Omissions Certificate from the Assessor's Clerk: a veteran needed to be added, his exemption was left off. The reappraisal value will reflect next year in the 2026 tax bill.

13. Review of Action Items

Ms. Iken will discuss speeding issues with Mr. Yannotti.

Ms. Iken will speak to DPW crew about trimming sidewalks.

Ms. Iken will follow up on spay/neuter of feral cats with West Mountain Animal Hospital.

14. Adjournment

Ms. Kearl called for a motion to adjourn the meeting. Mr. Krulikowski moved; Mr. Peacock seconded. Motion passed 4-0-0 and the meeting was adjourned.