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Town of Shaftsbury

Municipal Offices at Cole Hall

Meeting Minutes

PO Box 409
61 Buck Hill Road
Shaftsbury, VT
05262-0409
(802) 442-4038

Town of Shaftsbury Select Board Meeting

Date of Meeting: Tuesday, September 2, 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 (Vice-Chair), Tony Krulikowski, and Brad Peacock. Also present were Town Administrator Paula Iken, 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. Iken gave an update on the new town office building: Demolition is done, and the vault area is being prepared for vault installation, which will begin the week of October 6th.

5. Warrants

Ms. Miller circled back to ask for a motion on CWR #20006 for \$41,590.80.

Items over \$1,000:

AFLAC \$1,557.00 Employee Supplemental Insurance

Beaudoin Paving (No amount given) Paving and grading materials for Grange Road (Highway Grant)

G. A. Bove Fuels \$1,279.20 and \$1,893.83 Fire Dept. fuel for heat and DPW diesel

ESI \$283.05 Cole Hall phones monthly bill

Innovative Surface Solutions \$5,439.00 DPW Calcium chloride for roads

Peckham Industries \$1,740.59 Gravel for road work (Highway grant)

Reynolds & Son \$9,366.66 Fire Dept. gear

Tamarack Tree Care \$2,000.00 Tree removal on Daniels and Potter roads

Mr. Krulikowski moved to approve CWR #20006; Mr. Peacock seconded. Warrant approved 3-0-0.

Ms. Miller then called for a motion to approve payroll warrant PR #05: \$20,505.71. Mr. Krulikowski moved; Mr. Peacock seconded. PRW #05 approved 3-0-0.

PRW #02 \$22,442.47 for U.S. U.S. Treasury, taxes and health equity coverage for employees. Ms. Miller called for a motion to approve payroll warrant PRW #02. Mr. Krulikowski moved; Mr. Peacock seconded. PRW #02 approved 3-0-0.

\$800.00: Permit from Fire Inspector to start work at the new municipal building. Ms. Miller called for a motion to approve. Mr. Krulikowski moved; Mr. Peacock seconded. Approved 3-0-0.

6. Public Comments

No public comments.

7. Treasurer's Report

Ms. Dexter displayed and discussed cash flow. Elevated interest amount is due to combining accounts. Delinquent water bill mailing resulted in just under \$10,000.00 paid in. Another mailing is going out soon. Ms. Dexter noted that the Town is spending faster than last year for reasons stated in previous meetings (new town offices etc.). Ms. Dexter said that even after diligence before sending tax bills there was an error that, according to lawyers, requires reprinting and resending all tax bills. The due date was off by a year. She said anybody who wants to save the town a dollar can email her at treasurer@shaftsburyvt.gov with the message "don't send me another bill, I'll make the correction myself." She went on to say that the sign at the Four Corners will be placed earlier this year, to notify that taxes are due November 10, 2025. She also said that the last day for making a change to a homestead declaration is October 15, 2025. Ms. Miller asked for clarification on behalf of the public: People who have not yet been reassessed are receiving tax bills. Ms. Dexter answered that she believes that the grand list is frozen for the year, so no changes would take effect until the next time the grand list is frozen, which would be in April 2026. The tax bills are based on information that was frozen in April 2025. If property has changed hands since April, that's not reflected on the bill either.

8. DPW Report

From the desk of Mike Yannotti: The DPW will be excavating for a new structure on Horton Hill Road, which will be closed from September 2nd to September 26th for construction. This project is funded by VTRAN Structures grant program, with a 90%-10% match. The Town pays 10%. The DPW road crew will be doing all the excavation and demo of the old bridge and preparing the site so that the project can be completed without going over the amount received for this project. Contact Engineering will be installing the new structure, an 18' wide X 6' tall X 36' long aluminum box culvert the week of September 15th. The DPW will start backfilling and rebuilding the roadway the following week, and the new guardrails will be installed in October. This project is similar to the one installed on Shaftsbury Hollow Road.

9. Update on feral cat colony and next steps

Ms. Iken said that the next steps are still the next steps, because she's reached out to West Mountain Animal Hospital and is waiting to hear back from the veterinarian. West Mountain Animal Hospital remembers the request and is working on it. Ms. Iken said she would continue to call. Ms. Miller asked for confirmation that what is being worked towards is the possibility of having a spay/neuter day and donated resources. Ms. Iken clarified that resources means the vet from West Mountain is speaking to the other vets in the area to try to get the team together. There are people to catch the cats, but they don't want to catch them if they don't have some place to take them immediately. This is an ongoing project.

10. Potential use of Mercer Fund for firehouse repaving project

Ms. Miller said that two parts of the area around the Main Fire Station have been repaved to repair a very deep pothole. The prior year's quote of \$20,000 was exceeded because when the DPW tore up the pavement it was so unstable underneath that they had repair and repave in front of the firehouse doors as well as the side lot. The total came to \$36,300. The Mercer Fund is money given to the Town for use on school grounds. School buses drive through the repaired area, so Ms. Iken asked the Select

Board to give permission to take money from the Mercer fund, which right now has about \$60,000 in it. Ms. Miller noted that this is not taxpayer money, and that the Town is having a hard time figuring out how to use the fund. The Town does not own the school and money from the fund must be used for something on the school grounds. Safety of school buses and students seems to qualify. She called for a motion to use the Mercer Fund for the remainder of the firehouse repaving project. Mr. Krulikowski moved; Mr. Peacock seconded. Approved 3-0-0.

11. Discussion of security cameras for Howard Park

Ms. Iken said that because of Howard Park's seclusion, people have been drinking, leaving a mess, vandalizing, and tearing up the parking lot. The Recreation Committee has asked for security cameras. Jen Holley, the Town Operations Coordinator, researched cameras and found one with the specs needed for Howard Park. Ms. Iken had a meeting with Lieutenant Roscoe Harrington and Sergeant Jason Thomas of the Bennington County Sheriff's Department and two members of the Recreation Committee to talk about the cameras. The cameras work with an app and there was a question of whose phone the app would be on. Lieutenant Harrington grew up in and lives in Shaftsbury and spent his childhood at Howard Park; he is concerned that people are trashing Howard Park. He offered to partner with the Town by having the app on his phone. The cameras are good enough to read license plates, to see who's coming and going. The cameras will focus on the road coming in and the parking lot. Cameras are \$349.99 each, and the lieutenant suggested we get two. There is also \$20 monthly app fee per camera. This fits into the police budget. Having security at Howard Park will help prevent vandalism and destruction.

Ms. Miller asked about progress on the dog park. Ms. Holley updated her on the proposed location at the top of the park.

12. Other Business

There was no other business.

13. Review of Action Items

Reinforce Ms. Dexter's notification that anybody who wants to submit their homestead declaration should do this before October 15, 2025.

Email Ms. Dexter if you do not want a revised tax bill. This will save the town a dollar.

14. Adjournment

Ms. Miller called for a motion to adjourn the meeting. Mr. Krulikowski moved; Mr. Peacock seconded. Motion passed 3-0-0 and the meeting was adjourned.