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Town of Shaftsbury

Municipal Offices at Cole Hall

Meeting Minutes

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Town of Shaftsbury Special Select Board Meeting

Date of Meeting: Tuesday, October 14, 2025, at 5:30 pm, in person at Cole Hall and remotely via Zoom.

1. Call to Order:

The meeting came to order at 5:30 PM. Present were selectpersons Naomi Miller (Vice Chair), Mike Cichanowski (Zoom), and Brad Peacock (Zoom). Also present was Town Administrator Paula Iken.

2. Conflict of Interest Statement:

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

3. Presentation and discussion of flooring quotes for the new Town Offices

Ms. Miller stated that the meeting was called to discuss the 2 quotes on flooring for the new town offices. She asked Mr. Cichanowski and Mr. Peacock if they had received materials on the new quote that she had sent. They confirmed that they had. She then asked if they still had the original quote. Mr. Cichanowski did not. Ms. Miller gave a summary as follows: The Bennington House of Tile and Carpet. gave a quote that included a 30% discount on the flooring material which brought their quote significantly below the second quote. Other materials in their quote, including labor, were not discounted, but came in lower per hour. The Bennington House of Tile and Carpet full quote, for materials and installation in the new Shaftsbury Municipal Offices and Community Resource Center is \$26,893.08.

Tatro Flooring of Pittsfield, MA was unable to provide a full quote because they hadn't come to the building, but their quote for the same flooring material was \$15,877 compared to \$9,995 from Bennington House of Tile and Carpet. Tatro Flooring charges \$3.00 per square foot for installation compared to \$2.50 per square foot from Bennington House of Tile and Carpet.

Ms. Miller continued that Select Board Chair Zoe Kearn, who couldn't attend the special meeting, is in favor of going with Bennington House of Tile and Carpet. Ms. Miller then called for a motion and further discussion of approving the Bennington House of Tile and Carpet quote. Mr. Cichanowski moved. Mr. Peacock seconded. The motion was approved 3-0-0 without further discussion.

Mr. Peacock reminded that, these are all monies that have been allocated, not an added expense. All of this money is part of the whole municipal building that was already voted on, not new monies that taxpayers have to shoulder. Ms. Miller added that so far the renovation is running under budget. Mr. Cichanowski then thanked Ms. Iken for getting the second quote and that it is nice to keep the business local when possible. Ms. Miller agreed and said that the Town had done its due diligence on the flooring quotes.

4. Review of Action Items

None

5. Adjournment

Ms. Miller made a motion to adjourn the meeting. Mr. Cichanowski moved; Mr. Peacock seconded. Motion to adjourn passed 3-0-0.