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Town of Shaftsbury

Municipal Offices at Cole Hall

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Shaftsbury, VT 05262-0409

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Shaftsbury Selectboard Meeting Minutes

Date: Monday, January 5, 2026

Time: 6:00 PM

Location: Cole Hall (with Zoom access)

Selectboard Members Present: Zoe Contros Kearn (Chair), Naomi Miller (Vice Chair), Mike Cichanowski, and Tony Krulikowski.

Staff Present: Paula Iken (Town Administrator) and Melanie Dexter (Treasurer)

1. Call to Order:

Ms. Kearn called the meeting to order at approximately 6:00 p.m.

2. Conflict of Interest Statement:

Ms. Kearn asked if any Selectboard members had a conflict of interest with anything on the agenda. None were noted.

3. Minutes:

The meeting minutes from December 15, 2025 were approved by all.

4. Announcements:

There were no announcements.

5. Public Comments:

There were no public comments.

6. Warrants:

Ms. Kearn asked for a motion to approve Check Warrant Report 26016, in the amount of \$143,604.63, and it was approved by all. Payroll Warrants PR13 (\$22,439.80) and PR14 (\$21,931.34) were also approved. Check Warrant Report ERW06 (\$31,559.41), but the Town's portion of that is \$16,284.16). Check Warrant Report REF25 (\$2,328.38) was approved. Mr. Cichanowski commented that the Selectboard usually reviews costs over \$1000. However, since that benchmark was decided about 10 years ago, inflation has gone up, and he suggests increasing the amount decided for review. The discussion will be put on the agenda for the next meeting.

7. Treasurer's Report:

Ms. Dexter reviewed the current cash flow, which is at \$1.5M, but there is currently \$884K owed to it. The actual cash balance in the general fund is approximately \$651Km to get us to the end of the fiscal year. She will update this monthly. Ms. Dexter explained that there is a change in how the U.S. Postal Service post marks mail. They are no longer post marking it when it is received, unless a customer specifically asks them to hand stamp it. This has implications on tax bill payments. Ms. Dexter and the Selectboard discussed making copies of redacted tax bills on our Town website, and further thought and discussion will be needed in this matter.

8. Department of Public Works Report:

Ms. Iken read the report that the DPW provided, which listed plowing, sanding, and equipment maintenance. Staffing, fuel usage, and equipment reliability were discussed as winter conditions continued.

9. Removed from agenda. No longer needed.

10. Discussion of Fire Department 10-Year Plan:

Fire Chief, Joe Vadakin, presented the SFD's 10-Year Capital Plan, which includes planning for the next fire truck, the AirPac Sinking Fund, SCBA, etc. This plan will be the blueprint for budgeting for the next decade.

11. Other Business:

The next Selectboard meeting will take place on Tuesday, January 20th, as Monday, January 19th is the MLK holiday.

12. Review of Action Items:

Schedule the next meeting on the Town calendar.

13. Executive Session:

The Selectboard entered Executive Session at 6:43PM and returned from it at 7:03PM for two votes: The first, on transitioning the role of Town Treasurer from an elected role to an appointed role, and putting this to a vote on the March ballot. The move was approved. The second, on selling a parcel of Town land to Mike and Marie Watson, which was approved. The Town will come to a tentative agreement of the purchaser, and the Selectboard will follow the guidelines in *24VSA 1061*. Ms. Kearl made a motion to add the requested \$110 to the Martha Canfield Library budget line, after their request for slightly more funding. This was approved by all.

The meeting adjourned at approximately 6:53 p.m.