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# Town of Shaftsbury

Municipal Offices at Cole Hall

## Meeting Minutes

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### Town of Shaftsbury Water Board Meeting

**Date of Meeting:** Monday, July 21, 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 board members Zoe Contros Kearn (Chair), Naomi Miller (Vice Chair), Mike Cichanowski, Brad Peacock, Water Dept. Superintendent Josh Brace, Water Board Consultant Art Whitman, Treasurer Melanie Dexter, and Town Administrator Paula Iken.

2. Conflict of Interest Statement:

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

3. Minutes

The minutes from the June 2<sup>nd</sup> Water Board meeting were reviewed. Ms. Contros Kearn called for a motion to accept. Mr. Brace moved; Mr. Peacock seconded. June 2<sup>nd</sup> Water Board minutes were accepted without amendment 4-0-1. Mr. Cichanowski abstained as he was not present at the June 2<sup>nd</sup> meeting. The minutes from the June 16<sup>th</sup> Water Board meeting were reviewed. Ms. Contros Kearn called for a motion to accept. Mr. Cichanowski moved; Ms. Miller seconded. June 16<sup>th</sup> Water Board minutes were accepted without amendment 4-0-1. Ms. Contros Kearn abstained as she was not present at the June 16<sup>th</sup> meeting.

4. Announcements

No announcements.

5. Public Comments:

No public comments.

6. Executive Session

Ms. Contros Kearn called for a motion to enter executive session to discuss delinquent water bills. Ms. Miller moved; Mr. Peacock seconded. The Water Board entered executive session at approximately 5:33 PM.

7. Other business

Ms. Control Kearn called for a motion to approach Tiffany Mays with the offer of handling, on a temporary hourly basis, some of the collection of the delinquent water bills owed to the town of Shaftsbury. Mr. Peacock moved; Mr. Cichanowski seconded. The motion passed 5-0-0.

Mr. Brace related the board his conversation with Ashley Lutch from Quantified Ventures regarding the water rate structure. Ms. Lutch will recommend the best rate structure to move forward, taking into account the issue of Town paying for more gallons.

8. Review of Action Items

No action items.

9. Adjournment

Ms. Contros Kearn asked for a motion to adjourn. Ms. Miller moved; Mr. Cichanowski seconded. The motion passed 5-0-0 and the water board adjourned.