

TOWN OF WAITSFIELD, VERMONT
General Wait House Commission Meeting Minutes
Monday, April 7, 2025 (draft)

Members Present: AnnMarie Harmon, Gib Geiger, Vee Lynch, Kathy Mehuron, Beth Kendrick
(Representing the General Wait House Tenants)

Members Absent: Fred Messer (representing the Historical Society)

Staff Present: York Haverkamp

Others Present: Larissa Ursprung

Regular Business

1. Call to Order

The meeting was officially called to order at 5:04 PM by AnnMarie Harmon. The meeting was held in person at the Town Office and remotely via Zoom.

2. Review the Agenda for addition, removal, or adjustment of any items.

None

3. Public Forum.

None

4. Approval of the 3/3/25 meeting minutes.

The minutes were motioned for approval by. Kathy Mehuron motioned to Gib Geiger accept minutes.

5. Current Status of the GWH (15 +/- min) long term committee

- a. Use of offices per usual.
- b. Fred is helping me with finding an alternative location during construction. Grateful
- c. Triathlon next week
- d. Planning commission/MRP's work on the Transportation Corridor efforts
- e. Many community meetings held in the meeting room
- f. Selectboard approved the installation of an electrical outlet the connector space. Risk of threat of theft concerns were discussed but York and AnnMarie reported that Misha assured that bikes have locks and, perhaps, the batteries would be stored inside at night to reduce risk. Gib will look into specifics re: the installation of the outlet.

6. Short Term Committee Report

a. Status of petty cash

\$1500 petty cash available without Selectboard approval: \$400 requested by AnnMarie for Adam Whitney's services for stump removal. Larissa suggested a tracking system or procedure in place before returning to the Selectboard for more funds. York will request that the Town Treasurer, Steve Lewis, place a line item in budget report. Ann Marie requested a monthly report of petty cash available.

b. GWH Budget Status Report (from Steve Lewis): See submitted report. Total reserve funds @ \$73,360. Received \$7,525.70 in donations

c. Article 7 of Town Meeting Day: Did received total of \$100,000 at Town Meeting. This will be earmarked for the roof. \$25,000 of it as contingency \$.

d. Maintenance Projects, ADA Ramp, Clapboards, Lift: The Selectboard approved the ADA Ramp and the Clapboards work and York is working with the repair company on a repair and possibly a repair maintenance service contract. The ramp work requires removal of a stump to proceed. Waiting for approval from the SB. The ramp is estimated

to be done in May. The front door will need to be replaced due to the door being too small to meet ADA standards. AnnMarie will find a salvaged door to replace the present one. Larissa reported that maintaining ADA standards may make other grants available. Richard Backus will be doing the carpentry work and Gib will assist as needed. Richard will do his best to keep the budget at \$3,000. Painting is scheduled to begin after school is finished at the end of June. Gib will be replacing/repairing the conference room ceiling and will assess the rest of the building for other plaster repair needs.

e. **Electric Outlet for MRP:** will be looking at air exchange units. Old school hot air/water

f. **Maintenance work completed:**

g. **Roof RFP and Project Logistics:** York reported that a roof RFP went out to 12 different companies. Have received several bids and some questions from contractors. York reported targeting May 6th 2 companies will be notified. Several contractors have reported that the town can expect upwards to 20% due to possible effects of Federal tariffs. York recommended assessing raising the barn to prep/consider for replacing the foundation prior to replacing the roof after a contractor made that recommendation. Larissa offered to look for a recent building condition assessment report from Lothrop.

7. Long-term Committee Report (15 +/- min)

a. **Waitsfield Historic House Tour Sunday, June 29** AnnMarie attached a written report to the agenda. Obtaining a QR code is a high priority for fundraising. York said that a procurement policy needs to be structured to receive and track the funds. He is working with the Town treasurer on a system. Larissa offered to help with generating a QR code. Kathy Mehuron recommended asking for money on the ticket for the upcoming Historical House Tour and made a couple of recommendations for doing that. York recommended creating a non-profit Friends of the General Wait House. Larissa recommended identifying clear boundaries between Historical Society and the General Wait House Commission, also noting that only 1 HS officer can serve on the GWH Commission. Fred will remove himself from the GWH Commission once a commissioner replacement for him is found. AnnMarie is not serving as a HS officer but as a general member.

b. **Status of Fundraising Efforts with QR Code.**

8. Rental Policy (10+ min)

a. **Event application:** Added to the packet to let people know that it is in queue for the Selectboard to approve. Plan is to have a digital document on the town website for the public to access it. York is working to set that up.

9. Other Business

a. **Status of WHS Representative:** Kathy Mehuron

b. **Recruitment of New Commissioner:** Richard Backus is writing a letter of interest to submit to the Selectboard consideration. He is an 8th generation Waitsfield resident. He had his own construction company, historic building enthusiast, he is closely connected with the Wait House and played in the building as a child. He will be working on replacing clapboards.

10. Adjournment

Before adjourning the meeting, the commission set the next meeting date for May 5th at 5 PM.

Next Long Term committee will meet next Monday, April 14th at 3:00

The meeting adjourned at 6:14 PM. Gib motioned to adjourn, and Kathy seconded.

Respectfully submitted,
Beth Kendrick