



# GENERAL WAIT HOUSE COMMISSION AGENDA

June 2, 2025 at 5:00 p.m.

## General Wait House Commission

Richard Backus  
Gib Geiger, Vice-Chair  
AnnMarie Harmon, Chair  
Vee Lynch  
Mary Kathleen Mehuron

Waitsfield Historical  
Society Representative:  
*Fred Messer, Temporary*

## Tenant Representatives:

Misha Goldman  
Beth Kendrick  
Sam Robinson  
Joshua Schwartz  
Ira Shadis

**Town Administrator**  
York Haverkamp

**Town Clerk**  
Jennifer Peterson

**Town Treasurer**  
Steve Lewis

## Waitsfield Town Office

4144 Main Street  
Waitsfield, VT 05673  
(802) 496-2218  
[www.waitsfieldvt.us](http://www.waitsfieldvt.us)

**THE GENERAL WAIT HOUSE COMMISSION WILL BE HOLDING A  
HYBRID MEETING. THE PUBLIC MAY ATTEND IN PERSON AT  
WAITSFIELD TOWN HALL OR REMOTE VIA ZOOM WITH TELEPHONE  
AND/OR VIDEO ACCESS. THOSE PARTICIPATING MAY SPEAK DURING  
THE DESIGNATED PERIODS.**

To join the meeting remotely, use this link:

<https://us02web.zoom.us/j/9190265312>

**Meeting ID: 919 026 5312**

**Or call: 1 929 205 6099**

1. **CALL TO ORDER / ROLL CALL**
2. **REVISIONS TO AGENDA, IF ANY (5 +/- min)**
3. **PUBLIC FORUM (5 +/- min)**
4. **APPROVAL OF MINUTES – April 7, 2025 (5 +/- min)**
5. **CURRENT STATUS OF THE GWH FROM TENANTS (10 +/- min)**
  - a. Flat screen TV on wheels
6. **SHORT-TERM COMMITTEE REPORT (15 +/- min)**
  - a. Status of Petty Cash and Spending Policy for GWH
  - b. GWH Budget Status Report (from Steve)
  - c. Maintenance Projects, ADA Ramp, Clapboards, Lift, Stump Grinding
  - d. Electric Outlet for MRP
  - e. Maintenance Work Completed
  - f. Roof Project Logistics
7. **LONG-TERM COMMITTEE REPORT (15 +/- min)**
  - a. Settlement Day - Sunday, June 29
  - b. Postponing the House Tour and Party until next year
  - c. Resolution for Settlement Day by WHS for June 29
  - d. Status of Fundraising Efforts with QR Code
8. **OTHER BUSINESS (10+/-min)**
  - a. New Commissioner –
9. **ADJOURNMENT**

Waitsfield Historical Society

Resolution No. 2025-02

Date: [Insert Date]

A Resolution Designating the Last Sunday in June as “Settlement Day” in Waitsfield, Vermont

WHEREAS, the Town of Waitsfield, Vermont, has a rich and enduring history rooted in the efforts and experiences of its early settlers; and

WHEREAS, it is fitting and appropriate to honor the founding of the town and the resilience, community spirit, and contributions of those who first settled the area; and

WHEREAS, the Waitsfield Historical Society seeks to promote awareness, pride, and participation in the town’s heritage through public recognition and community-wide celebration;=

NOW, THEREFORE, BE IT RESOLVED that the Waitsfield Historical Society hereby designates the last Sunday in June of each year as “Settlement Day” in the Town of Waitsfield;

BE IT FURTHER RESOLVED that “Settlement Day” shall be recognized annually through educational programs, historical reenactments, public gatherings, and other commemorative events that celebrate the legacy of Waitsfield’s founding families and the broader history of the town;

BE IT FINALLY RESOLVED that the Waitsfield Historical Society encourages local residents, schools, businesses, and organizations to participate in the observance of “Settlement Day” as a unifying and meaningful tradition for present and future generations.

Adopted this [Insert Date] by the Board of Directors of the Waitsfield Historical Society.

05/29/25

09:56 am

Town of Waitsfield General Ledger  
Current Yr Pd: 11 - Budget Status Report  
WAIT HOUSE

Page 1 of 1

Clerk Treasurer

Account	Budget	Actual	% of Budget
45-1050.01 WAIT HOUSE RENT	0.00	13,640.00	100.00%
45-1220.01 WAIT HOUSE: INTEREST	0.00	422.06	100.00%
45-7050.01 WAIT HOUSE CAPITAL DONATI	0.00	4,000.00	100.00%
45-8050.01 WAIT HOUSE: MISC REV	0.00	0.00	0.00%
45-9020.01 XFER FROM GENRL FD OPER	0.00	4,000.00	100.00%
45-9050.01 WAIT HOUSE CAPTL APPROP	0.00	0.00	0.00%
<b>Total Revenues</b>	<b>0.00</b>	<b>22,062.06</b>	<b>100.00%</b>
45-100-1000.10 WAIT HOUSE: PROPANE	0.00	3,152.35	100.00%
45-100-1000.15 WAIT HOUSE: ALARM	0.00	348.00	100.00%
45-100-1000.20 WAIT HOUSE: CLEANING	0.00	5,280.00	100.00%
45-100-1000.25 WAIT HOUSE: SUPPLIES	0.00	102.87	100.00%
45-100-1000.30 WAIT HOUSE: TRASH	0.00	238.89	100.00%
45-100-1000.35 WAIT HOUSE: REPAIRS	0.00	1,862.84	100.00%
45-100-1000.40 WAIT HOUSE: WATER	0.00	830.37	100.00%
45-100-1000.45 WAIT HOUSE: MISC. EXP	0.00	0.00	0.00%
45-100-1000.50 WAIT HOUSE: ELECTRIC	0.00	1,355.83	100.00%
45-100-1000.55 WAIT HOUSE: INTERNET	0.00	1,841.53	100.00%
45-100-1000.60 WAIT HOUSE: LOAN	0.00	0.00	0.00%
45-100-1000.70 WAIT HOUSE: INSURANCE	0.00	0.00	0.00%
45-200-1000.45 WAIT HOUSE CAPITL RES EXP	0.00	9,561.59	100.00%
45-800-8000.10 WAIT HOUSE XFER OUT CAPIT	0.00	67,835.36	100.00%
<b>Total Expenditures</b>	<b>0.00</b>	<b>92,409.63</b>	<b>100.00%</b>
<b>Total WAIT HOUSE</b>	<b>0.00</b>	<b>-70,347.57</b>	
46-1220.01 WAIT H CAPITAL INTEREST	0.00	151.57	100.00%
46-7050.01 WAIT H CAPITAL DONATIONS	0.00	7,525.70	100.00%
46-9020.01 XFER FROM WH FUND 45	0.00	65,834.66	100.00%
46-9050.01 WAIT H CAPITAL APPROPRIAT	0.00	0.00	0.00%
<b>Total Revenues</b>	<b>0.00</b>	<b>73,511.93</b>	<b>100.00%</b>
46-100-1000.10 WAIT H CAPITAL EXPENSES	0.00	0.00	0.00%
<b>Total Expenditures</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>
<b>Total WAIT HOUSE CAPITAL RESERV</b>	<b>0.00</b>	<b>73,511.93</b>	
<b>Total All Funds</b>	<b>0.00</b>	<b>3,164.36</b>	

**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 6<sup>th</sup> 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 8<sup>th</sup> 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