



GENERAL WAIT HOUSE COMMISSION AGENDA

March 2, 2026 at 4:30 p.m.

General Wait House Commission

Richard Backus
Gib Geiger, Vice-Chair
AnnMarie Harmon, Chair
Fred Messer, temporary
Vacant

Waitsfield Historical
Society Representative:
Alice Peal

Tenant Representatives:
Misha Goldman
Beth Kendrick
Joshua Schwartz
Ira Shadis
Luke Foley

Town Administrator
York Haverkamp

Town Clerk
Jennifer Peterson

Town Treasurer
Steve Lewis

Waitsfield Town
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Waitsfield, VT 05673
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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 – February 2, 2026 (5 +/- min)**
5. **CURRENT STATUS OF THE GWH FROM TENANTS (10 +/- min)**
6. **LONG-TERM COMMITTEE REPORT (15 +/- min)**
 - a. **Stabilization of Dairy Barn Foundation**
 - b. **Visionary discussion of Dairy Barn**
 - c. **Historic House Tour with WHS for 250 Year Declaration of Independence Anniversary**
7. **SHORT-TERM COMMITTEE REPORT (15 +/- min)**
 - a. **GWH Budget Status Report (York)**
 - b. **Furnace and Propane Issues – Getting the Invoice Rectified (Fred)**
 - c. **Cyber Security of the Internet (York)**
 - d. **Maintenance Projects underway – Plaster Ceiling, LED Lights, Metal Gutter over Entrance, Numbers on Doors**
 - e. **Maintenance Work Completed: Deadbolt FMR Lab, Temperature Sensor,**
8. **OTHER BUSINESS (5+/-min)**
 - a. **Recruitment**
9. **ADJOURNMENT**

The General Wait House Short- and Long-Term List

Dated: 2/11/24

Last Updated: 3/2/26

Short Term

Completed items:

1. Create a new picnic table with tenants.
2. Install a new toilet (ADA 19" high heat).
3. Restore siding and paint the exterior.
4. Landscaping — cut branches touching the building and remove tree at the corner of the barn.
5. Repair flashing in chimney.
6. Exterminate Powder Post Beetles.
7. Clean out the basement.
8. Place an ADA compliant pathway to the entrance.
9. Create an ADA compliant accessible parking space.
10. Repair the wheelchair accessible lift.
11. Re-key the doors throughout the building.
12. Provide a hold-open device for the fire door at the top of the stairs.
13. Restored the emergency lighting.
14. Repair the basement handrail
15. Repair closed-up window in FMR office
16. Improve storm water in parking area.
17. Replace the door or deadbolt to the FMR lab. – Spencer
18. Add a temperature sensor to the furnace.

Items Yet to be Completed:

1. Repair plaster ceiling in Conference Room
2. Repair broken glass in Conference Room and around the building.
3. Provide gutter above entrance door.
4. Provide mounted projector and screen in Conference Room. — A TV stand on wheels will be provided by the town and tenants splitting the cost of the TV monitor.
5. Upgrade lighting — replace incandescent or compact fluorescent with LEDs. — Progress was made.
6. Add educational didactic signage inside to help explain the building as it was originally used. This can be done at the same time as replacing the exterior didactic signage.
7. Provide a new exhaust fan in upstairs bathroom through chimney flue.
8. Repair rot at casing and threshold of North exit door. - Richard
9. Replace the exposed DWV soil stack vent on the east gable wall of Section B with PVC. (It leaks and there is condensation potentially creating ice. When the connector is removed during the barn stabilization it will need to be stabilized anyway.) - Richard
10. Upgrade phone/WiFi to the east end of the 2nd floor. -- York
11. Replace motion sensor switch and faceplate for the front door. - Fred
12. Paint the interior. Several tenants have expressed interest in doing this for the commission.
13. Provide a new ADA compliant (3' wide) front entrance door with a salvaged door. Increase the size of the outer door. — AnnMarie is going to find an historic door for replacement and Richard is going to modify the exterior door.
14. Evaluate, upgrade as required, electrical outlets/lighting — Jeff
15. Replace batteries in exit signs.

Long Term

Completed items:

1. Replace the cedar shake roof with a new roof on the house and standing seam metal for the other buildings. Include new roofing insulation and chimney flashing.
2. Restore shutters and place them on the building.
3. Paint the exterior excluding the unpainted walls in the rear.
4. Replace the furnace with an energy efficient furnace and provide its own circuit breaker.

Items to be Completed:

1. Replace windows with historically accurate size and style. Keep one somewhere with a new storm window and provide a brass label at the sill to identify it as original for historic records.
2. Consider demolishing Section C and construct a new connector with new foundation. Connector should be contemporary to not confuse it with the historic buildings.
3. Restore and renovate the Dairy Barn beginning with a photographic record of the interior before demolition of the interior.
4. Provide a new foundation for the Dairy Barn. Slab on grade or with crawl space?
5. Conduct a survey of the ADA compliance and make appropriate upgrades.
6. Install a Level II EV Station
7. Consider upgrading the electrical with a ground mounted solar panel behind the building.
8. Conduct a structural engineering survey of the structure and make necessary upgrades.

Leveraging the property to meet larger community goals (a symbol of community pride)

This is taken from a list created by the Tenants January 9, 2024

- Expand the history museum to pre-colonial, modern, and future periods.
- Maker space at the barn: Project learning, community workshops, hands-on education (e.g. building efficiency workshops), and knowledge sharing.
- Outdoor equipment lending library.
- Community gathering space: larger accessible meeting room in the barn.
- Expand outdoor spaces: gardens, permaculture (FMR), public campsite for backpackers and hikers next to the gazebo (MRP)

Task #	Item	signed	Priority	Projected Cost	Completion date	Completion Cost
1	Upgrade lighting, incandescent to LED	Short T	low	\$ 50		
3	Install new ADA toilet	Short T	High		4/1/2024	\$ 450
4	Educational didactic signage inside	Short T	Medium	\$ 1,000		
5	Repair/paint exterior of bldg.	Short T	High	\$ 25,000	8/15/2025	\$ 12,875
6	Landscaping, tree removal	Short T	High		6/1/2024	\$ 2,450
7	Evacuation/Exit Plan	Short T	High			
8	Seal off chimney flue	Short T	High	\$ 2,000	8/15/2025	
9	Repair chimney flashing	Short T	Medium		8/15/2025	
10	Repair storm door, north wall section B	Short T	Medium	\$ 500		
11	Fix exposed DWV soil stack vent on east gable	Short T	Low	\$ 250		
12	Exterminate Powder Post Beetle	Short T	Medium		Completed	
13	Upgrade phone/Wi-Fi to east end of second floor	Short T	Medium	Ask Beth		
14	Replace exhaust temperature sensor	Short T	Medium		10/25/2025	
15	Repair/replace the door or deadbolt to FMR lab	Short T	Low	\$ 70		
16	Replace motion sensor switch and faceplate	Short T	Medium	Ask Jeff		
17	Clean out basement	Short T	Medium		Completed	
18	Replace windows w/historically accurate size /shape	Long T	Low			
20	Replace cedar roofing	Long T	High	\$ 75,000	8/15/2025	\$ 81,777
21	Restore/renovate the dairy barn Section D	Long T	High	\$ 75,000	10/25/2026	
22	Evaluate, upgrade as required, electric outlet/lighting	Long T	Medium			
23	Conduct survey of ADA compliance, upgrade as required	Long T	Medium			
24	Evaluate longevity of heating system, heat pumps?	Long T	Medium		10/25/2025	\$ 10,000
25	Conduct structural engineering survey=	Long T	Low			
26	Replace front door	Short T	Hugh	\$ 2,000		
27	Paint interior	Long T	Low			
28	Install level II EV station	Long T	Low	\$ 1,500		
29	Consider installation of solar panels	Long T	Low			
30	Improve storm water run off in parking lot	Long T	High		7/25/2025	
31	Remodel/upgrade the attic to increase usable space	Long T	Low			
32	Magnitic Fire Door Release	Short T	Medium		9/1/2025	

33	Exhaust fan for upstairs bathroom	Short T	High	\$ 2,000		
34	Rain Gutter over Entrance door	Short T	High			
35	Rekey complete Building	Short T	High	\$ 900	10/1/2025	
36	ADA Ramp and parking	Short T	High		8/1/2025	\$ 1,200
37	Elevator Inspection/Repair	Short T	High		8/15/2025	\$ 1,924
38	Emergency ceiling Repair -Dining Room	Short T	High		In Progress	
39	Repair Emergency/Exit Lighting	Short T	High			
40	Public WiFi in museum	Short T	Medium		9/1/2025	\$ -
41	New furnace	Short T	High		10/1/2025	\$ 10,000
42	Indepentant eletrical Curciut for Furnance	Short T	Medium	\$ 800	11/15/2025	
43	Cyber security for WiFi system	Short T	High	?		
Note: C	Criteria for "Priority" is availabilty of funds and	Short T	Low			\$ 0
	urgency of need.					
	As of: 2/26/2026					
				\$ 182,370	Total	\$ 110,676

TOWN OF WAITSFIELD, VERMONT
General Wait House Commission Meeting Minutes
Monday, February 2, 2026

Draft

Members Present: Richard Backus, AnnMarie Harmon, Fred Messer

Others Present: York Haverkamp, Town Administrator; Beth Kendrick

II. Regular Business

1. Call to Order

The meeting was called to order at 4:35 pm by AnnMarie. The meeting was held in person at the General Wait House and online via Zoom.

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

No changes were made to the agenda.

3. Public Forum

Nobody requested time to address the Commission.

4. Approval of Minutes

The Minutes of January 5, 2026 were approved.

5. Current Status of the GWH from Tenants

Beth requested that the meeting Minutes be shared with the entire tenant group when they are available.

She then expressed appreciation for the building work which has been completed, and noted that the only issue of which she is currently aware is the exterior front door being sometimes difficult to open due to its getting stuck on the large rock just below the threshold. It was agreed that this is likely due to the frost under the rock. Richard suggested shaving a little off the bottom of the exterior door, and placing a sweeper on the inside door to provide some insulation. He indicated that he will attempt to locate a contractor to do this work.

Commission members confirmed that Beth is continuing to need a space heater in her office, although the hallway outside the space is warm. Fred offered to take a look at the duct situation above the doorway.

AnnMarie reported that she had discussed with Misha Golfman his basement storage needs, and agreed that he should arrange with a tenant who is not using a basement pallet to provide Misha with their space. Beth confirmed that she would not be using any basement storage space, and agreed that Misha is able to use her pallet. Fred will make sure that there are five pallets in the basement.

AnnMarie reported on the recent incident where the propane supply was low enough to create an odor, and the work by the Fire Department and Bourne's Energy to rectify the situation. Fred outlined that the furnace was not running after fuel was delivered, but that the situation was resolved before Bourne's returned to look into the problem. He will ensure that an emergency

service call is not charged to the Town, as the propane level should not have been allowed to run low. It was agreed that a prudent measure would be the installation of a temperature alarm in the building; York indicated his willingness to be the person who will be notified if the alarm is ever triggered.

MOTION: *Richard moved to purchase a temperature alarm in the amount of \$55 plus tax and delivery charges as necessary. The motion was seconded by Fred, and passed unanimously.*

York confirmed that he had reached out to the Fire Marshall regarding an inspection of the building, but has not yet received a response.

It was agreed that the doors to the furnace room and the intermediate room should be kept closed; Beth offered to close them following the meeting and to let the other tenants know that they should remain closed for fire safety reasons.

AnnMarie offered a reminder that numbers need to be applied to doors, and indicated that simple nail-on numbers are available at Bisbees.

York explained that the cleaning service has not yet been put out to bid due to the feedback received from staff and others regarding the excellent service provided by the current contractor, particularly in comparison to past cleaning services. This matter will be discussed further with the Selectboard at an upcoming meeting.

AnnMarie reported that the Historical Society will be moving the sleigh.

York confirmed that the Selectboard has budgeted \$4000 for general operations of the Wait House in the 26/27 budget, as well as \$7500 for the building's capital reserve.

6. Long-Term Committee Report

- Stabilization of Dairy Barn Foundation or Historic Window Replacement

AnnMarie explained that either project would require fundraising, and outlined the foundation work needed, as she noted that it appears there is more support among Commission members for that project than the window replacement. The process for the foundation involves raising the structure and either pouring a slab foundation or constructing a crawlspace before lowering the building. A slab is the less expensive option, and can be planned to accommodate future plumbing or wiring infrastructure. Fred reported that the Selectboard had discussed the need to stabilize the barn, and had indicated that the use of blocks under the foundation might be a suitable solution. York pointed out that the Board also seeks assurance that any future use of the barn space is community-oriented.

It was discussed that there is a reserve fund balance of approximately \$90K, of which a large portion is from donated funds. It was agreed that the slab installation would be an appropriate use of those donations. Estimates indicate that the cost of raising the structure so that a concrete slab can be poured would be about \$30K - \$40K, not including the cost of the slab.

AnnMarie explained that there is an intent to remove the interior stall walls in the dairy barn, leaving a large open space. She indicated that she had received confirmation that it is possible to raise the structure without impacting the carriage barn, although the two structures abut one another.

Regarding other potential long-term projects, Richard noted that the roof on the remaining portions of the building will need to be replaced at some point, but that this work is not a current priority. He also estimated that a full window replacement would be at least a \$70K expense, noting that the current heating costs are not high, and the return on investment would likely be minimal.

MOTION: *Fred moved pursue obtaining bids for raising the dairy barn and pouring a slab foundation. The motion was seconded by Richard, and passed unanimously.*

- Visionary discussion of Dairy Barn
It was agreed that the Long-Term Committee will plan a summer event to provide an opportunity for community input for use of the dairy barn; Fred offered to speak of the need for additional Long Term Committee members at Town Meeting.

7. Short-Term Committee Report

- Tenant Lease Renewal Update
AnnMarie outlined that leases to be presented reflect a 2% increase in rents to be effective as of July 1, 2026. She explained that the intent going forward is for the Commission to review the need for any increases in rental fees around October of each year, with any change to be put in place on January 1 of the upcoming year. York indicated that this would be helpful in budget planning. AnnMarie also noted three addendums to the lease language: an outline of how to use the carriage barn, an application form for carriage barn use, and a pet rider. Several updates have also been made to the general language of the leases, in order to make the agreements more suitable to GWH tenants. York will provide the tenants with the updated leases.
- GWH Budget Status Report
A budget report provided by Steve Lewis was included in the meeting packet, confirming the \$91K Reserve balance. It was discussed that the accounting for GWH income and expenses will be clarified once there is a separate bank account for the building, and that the budget lines have been moved to be included in a separate GWH section.
It was clarified that internet connectivity is not fully reliable at Beth's end of the building. York outlined that he will gather cost information regarding having new lines run for separate connections, as well as initiating cyber security measures.
- Maintenance Projects underway: Plaster ceiling, LED lights, FMR Lab deadbolt
AnnMarie noted that a contractor had been located for the plaster work, and an estimate will be provided in April. The lighting upgrade is an ongoing project; the unusable CFL bulbs in the basement still need to be disposed of. Spencer Dumas had provided an estimate of \$70 for replacing the FMR lab deadbolt; AnnMarie will follow up to get an anticipated date for completion of this work.

- **Maintenance Work Completed: Emergency Lighting, Window FMR Office, Basement Handrail**
Fred explained that the existing exit sign is lit, but that other exits have no signage in place. Beth noted that the back door is locked; Fred will look into this. AnnMarie noted that she, Fred, and Richard had updated the list and provided it to all members for review. The FMR office window space has been repaired, insulated, and painted. The basement handrail repair is complete. AnnMarie noted that she plans to consult with Travis, who built the new entry ramp, regarding stabilization of the path to make it more usable with wheelchairs, it was noted that it may simply need to be rolled again. She is also seeking a quote for applying stay-mat to the entire parking area. Another item to be addressed is the installation of a new gutter – Fred will look into prices for period-compatible gutters, AnnMarie will check with Joe Stager if Gib is not able to complete the gutter installation when the weather warms. AnnMarie indicated that the Selectboard would be purchasing a TV stand and the tenants would cover the cost of a projector screen; Beth will follow up with Misha, who was planning to organize these purchases.

8. Other Business

No other business was taken up at the meeting.

9. Adjournment

The meeting adjourned at 6:15 pm.

Respectfully submitted,
Carol Chamberlin, Recording Secretary