

TOWN OF WAITSFIELD, VERMONT
General Wait House Commission Meeting Minutes
Monday, May 11, 2026
Draft

Members Present: Richard Backus, AnnMarie Harmon, Fred Messer (Historical Society)

Others Present: York Haverkamp, Town Administrator; Franni Hoag (MRVPD)

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 speak.

4. Approval of Minutes

The Minutes of April 6, 2026 were amended and approved.

5. Current Status of the GWH from Tenants

Franni reported that a new shared printer had been installed, the new MRP employee has settled into the hallway space, and Misha will be organizing the painting of the kitchen cabinets. She expressed gratitude from the tenants for the work on the driveway and the FMR sink. Franni asked about the possibility of having the outside of the windows washed, and checked in on the possibility of a fan being installed in the upstairs bathroom. York noted that the fan installation had been discussed before, and would likely be an expensive project, but indicated that he would reach out to Pring to get some insight on how this might be accomplished.

Franni confirmed that the new faucet in the FMR space appears to have fixed that problem, and explained that group lunches have not been taking place recently due to busy schedules. AnnMarie will confirm the date of upcoming driveway work so that tenants are able to arrange for other parking on that day.

6. Long-Term Committee Report

- Public outreach event June 24 at 6:00 pm – Fred had drafted a press release, and it was agreed to publish this in the Valley Reporter and on Front Porch Forum, with the addition of the Wait House address. The format of the event was discussed, and it was decided to open the event at 5:00 pm for refreshments and viewing of plans, with a presentation to begin at 5:30. AnnMarie will put together a draft presentation for review at the June 1 meeting.
 - Publicity – MRVTV has been notified; Franni will put the event in the MRP newsletter; AnnMarie will speak to Lisa Loomis regarding the dates of publication of Fred's press release
 - Food and beverages – Franni will look into pizza and beverages, planning for approximately 20 people.

- Easels and presentation boards – It was agreed to display a board thanking contractors who have worked on the building and one to list the Commission’s and tenants’ accomplishments.

7. Short-Term Committee Report

- GWH Budget Status Report – The General Fund balance was noted to be \$49,582.52; it was unclear whether or not the recent \$5K donation is reflected in this balance.
- Status of the sleigh and Ben Flemer – Fred had not yet been able to confirm with Ben when the sleigh can be moved; it was agreed that it can be moved onto the lawn and displayed for the June 24 outreach event.
- Maintenance projects with cost estimates –
 - Internet cybersecurity – A quote of \$100 with no additional monthly fee had been provided for a shared network solution; the cost of establishing independent network connections was quoted as \$700-\$935 (depending upon logistics involved in reaching Beth’s office), and would also require an additional \$10/month for service. It was agreed that the latter option is preferable.
 - Metal gutter over entrance – Materials and labor estimates indicate that this project will be over \$1000 and therefore need Selectboard approval. The request will be made to authorize spending not more than \$1500 for this work.
 - Plaster Ceiling – No estimate had been provided yet.
- Maintenance projects underway
 - Parking lot paving
 - Dairy barn documentation – Barrie will be photographing when the weather is suitable.
 - Community use cubicle – AnnMarie will look into the possibility of Aegis donating a spare cubicle wall for use at the GWH.
 - Countertop painting – Misha has indicated that this will be a tenant project, which he will organize.
- Maintenance work completed
 - Window repair
 - LED lights
 - FMR lab faucet repair
- Items to be addressed
 - Confirm that exit sign, north exit door are operational – Fred will do so.
 - Fire extinguisher inspection – Fred will look into this.
 - Evacuation plans – AnnMarie will draft these over the summer.

8. Other Business

No other business was addressed.

9. Adjournment

The meeting adjourned at 5:44 pm.

Respectfully submitted,
Carol Chamberlin, Recording Secretary