

1 **TOWN OF WAITSFIELD, VERMONT**

2 **Selectboard Meeting Minutes**

3 **Monday, March 4, 2024**

4 **Draft**

5
6 **I. Call to Order:** The meeting was called to order at 6:30 pm by Christine Sullivan. The meeting
7 was held in person at the Waitsfield Town Office and remotely via Zoom.

8 **Members Present:** Chach Curtis, Fred Messer, Brian Shupe, Christine Sullivan

9 **Staff Present:** Annie Decker-Dell’Isola, Town Administrator

10 **Others Present:** Haylee Carleton, Bob Cook, Kari Dolan (Town Moderator), Anthony Italiano
11 (MRTV), Curt Lindberg (Conservation Commission), Joshua Schwartz (MRVPD)

12
13 **II. Regular Business.**

14
15 **1. Review agenda for addition, removal, or adjustment of any items per 1 VSA 312(d)(3)(A).**

16 Liquor license renewals were added to the consent agenda.

17
18 **2. Public Forum.**

19 Haylee Carleton offered comments regarding her concerns about the lack of a stop sign at the
20 Dugway Road/Butcher House Road intersection; she also noted that that the new Dugway Road
21 sign reads ‘Dug Way.’

22
23 Ms. Decker-Dell’Isola noted that she had spoken with Josh Rodgers regarding installing a stop
24 sign on a private road, and that there are no restrictions on such an installation and he is
25 planning to put one in place. She will also look into rectifying the street sign spelling.

26
27 Ms. Carleton suggested that Dugway Road/Fiddler’s Green intersection might also benefit from
28 a stop sign.

29
30 **3. Town Meeting 2024 preparation.**

31 Kari Dolan ran through some questions and reviewed the introductory section of Town
32 Meeting. She then reviewed several of the Articles to be covered, clarified the budget and
33 related financial articles, and covered other logistics of the meeting with the Board.

34
35 Board members reviewed the budget information that Ms. Decker-Dell’Isola presented, which
36 contains information for questions that might arise and provides some historical narrative. The
37 budget presentation was then reviewed, with some minor edits made to the slides and some
38 items clarified for Board members by Ms. Decker-Dell’Isola.

39
40 **4. General Wait House Commission updates.**

41 Ms. Decker-Dell’Isola reported that another anonymous donation had been received towards
42 the General Wait House; this one is for \$1000 and is stipulated to serve as match to the \$1000
43 to be provided by the Town for small repairs to the building.

44
45 **MOTION:** *Mr. Messer made a motion to accept the anonymous donation of \$1000 and place*
46 *the full amount in the Wait House General Reserve Fund. The motion was seconded by Mr.*
47 *Shupe. All voted in favor.*

48 It was agreed that the number of Commission members able to charge at local establishments
49 be limited; Mr. Messer explained that a financial subcommittee has been established and will
50 be providing monthly reports of expenditures.

51

52 **MOTION:** *Mr. Shupe made a motion to allocate \$2,000 from the General Wait House reserve to be*
53 *managed by the General Wait House Commission for the purpose of accomplishing small maintenance*
54 *projects in the building for the remainder of calendar year 2024. The motion was seconded by Mr.*
55 *Messer. All voted in favor.*

56

57 Ms. Decker-Dell'Isola asked the Board how current rental requests should be addressed;
58 currently there are pending requests by the Mad River Path and Friends of the Mad River for
59 use of the barn common areas. It was agreed that the Commission can take care of scheduling
60 such requests for now, that the unfinished barn areas should not be used for any purpose, and
61 that creation of a related rental policy will be included in policies to be addressed by the
62 Commission.

63

64 A question arose regarding the discrepancy between the Wait House General Reserve included
65 in the Town Report (\$35K) and what was understood to be the actual balance (\$62K). Ms.
66 Decker-Dell'Isola explained that this is due to the Wait House fund being handled differently
67 than other Town reserve funds, and that for auditing purposes the lower number is included in
68 the Report. Most of this difference is attributable to the running deficit that owning the
69 building incurs. Mr. Brittingham will be asked to provide an accounting of the building's income
70 and expenses.

71

72 **5. Conservation Commission Fairgrounds parcel Natural Communities Assessment** 73 **recommendation.**

74 Curt provided information regarding the assessments to be completed at the property, and the
75 planned integration of managing this parcel in conjunction with the Wu Ledges property. Of
76 the five inventories planned, this is the sole assessment that has an associated cost. The
77 Commission has recommended that a consultant be hired for the Natural Heritage and Natural
78 Communities inventory work. They received three proposals, and are recommending to the
79 Selectboard that Brett Engstrom be selected; his proposal included the lowest bid amount and
80 he is familiar with the area as he conducted similar work for the Wu Ledges property.

81

82 Mr. Lindberg confirmed that the county forester working on assessing the property is aware of
83 the previous landowner's intent, and that it is an appropriate location for a non-management
84 strategy.

85

86 **MOTION:** *Mr. Shupe made a motion to authorize the Conservation Commission to contract with*
87 *Brett Engstrom as proposed, allocating the necessary amount from the Conservation Reserve*
88 *Fund, and to authorize the Town Administrator or Selectboard Chair to sign the agreement. The*
89 *motion was seconded by Mr. Curtis. All voted in favor.*

90

91 Ms. Decker-Dell'Isola confirmed that she has a contract template available that she will provide
92 to Mr. Lindberg.

93

94 **6. Wastewater Project update.**

95 Joshua Schwartz noted that Update #9 had been included in the meeting packet. Ms. Decker-
96 Dell'Isola explained that there has been recent focus on coordination of the transition of
97 project management, as she takes on those responsibilities and Mr. Schwartz begins his
98 sabbatical. She thanked him for all the effort he has put into the project, outlining that much
99 has been accomplished during his tenure as project manager.

100

101 Mr. Schwartz highlighted some current updates:

- 102 • The reports issued over the last twelve months help in keeping track of all the steps
103 taken and achievements accomplished
- 104 • There is now a separate page on the town website dedicated to the project
- 105 • A summary of the voluminous PER has been drafted to provide an easier understanding
106 of the contents
- 107 • Funding for community engagement has been obtained
- 108 • Recent outreach to property owners has received a very positive response
- 109 • Sam Robinson (MRVPD) will be providing some support going forward

110

111 Mr. Shupe asked about DEC's announcement that there may be more ARPA funding available
112 for the project; Ms. Decker-Dell'Isola explained that the Town has been encouraged by DEC to
113 submit a letter requesting receipt of further funding if it becomes available. She noted that this
114 is dependent upon the status of other projects throughout the state; those who have been
115 awarded funds but have not had their projects progress sufficiently will result in those funds
116 again becoming available. Waitsfield has moved into a strong position for receipt of funding;
117 ownership of the disposal field has been an important factor.

118

119 Ms. Decker-Dell'Isola also reported that a new email address has been created for
120 communication with the Wastewater Project Manager, and that information about the project
121 will be provided at Town Meeting.

122

123 Selectboard members thanked Mr. Schwartz for his work on this project over the past year.

124

125 **7. Consent Agenda.**

126

127 **APPROVAL:** *The consent agenda was approved without objection.*

128

- 129 • Approve the Minutes of February 12, 2024
- 130 • Bills Payable and Treasurer's Warrants
- 131 • Liquor License renewals for Blue Stone and Simon's Waitsfield Store (Valero)

132

133 **8. Selectboard Roundtable.**

134 Mr. Messer reported that the Valley Emergency Management Directors are meeting regarding
135 planning for the upcoming eclipse which will be taking place on April 8.

136

137 **9. Town Administrator's Updates.**

138 Ms. Decker-Dell'Isola assured that the road crew is addressing the road conditions as best as
139 they are able, and indicated that they understand the frustration that the muddy conditions are
140 creating.

141 She also reported that the new website is set to go live in a couple of weeks, with related
142 training taking place and a soft launch planned before the site is available to the general public.

143 **10. Executive Session**

144 **MOTION:** *A motion to find that pursuant to 1 V.S.A § 313 (a) (1) premature general knowledge*
145 *of confidential attorney- client communications made for the purpose of providing professional*
146 *legal services to the public body would clearly place the public body or a person involved at a*
147 *substantial disadvantage passed unanimously.*

148 **MOTION:** *A motion to enter Executive Session pursuant to 1 V.S.A. § 313 (a) (1F) [Confidential*
149 *attorney-client communications] and 1 V.S.A. § 313 (a) (3) [Personnel] passed unanimously.*

150 The meeting entered Executive Session at 7:52 pm and returned to open session at 8:50 pm.

151 **MOTION:** *Mr. Shupe made a motion to hire Ms. Decker-Dell'Isola as the Wastewater Project*
152 *Manager in accordance with the terms of the agreement discussed. The motion was seconded*
153 *by Mr. Curtis. All voted in favor.*

154 **IV. Other Business**

155 **1. Correspondence/reports received** were reviewed.

156 **IV. Adjourn**

157 The meeting adjourned at xxx pm.

158 Respectfully submitted,
159 Carol Chamberlin, Recording Secretary