

TOWN OF WAITSFIELD, VERMONT

Selectboard Meeting Minutes

Monday, September 08 2025

Draft

Members Present: David Babbott-Klein, Chach Curtis, Fred Messer, Brian Shupe, Larissa Ursprung

Staff Present: York Haverkamp, Town Administrator; JB Weir, Zoning Administrator

Others Present: Adam Gamelin (CISA), Curt Lindberg (Conservation Commission), MRVTV, Alice Peal

I. Call to Order: The meeting was called to order at 6:30 pm by Brian Shupe. The meeting was held in person at the Waitsfield Town Office and remotely via Zoom.

II. Regular Business

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

The order of items was adjusted.

2. Public Forum.

Nobody requested time to address the Board.

III. Business Items

1. Knotweed Update.

Mr. Lindberg presented a video created by UVM interns who worked with the local Conservation Commissions this summer. He then spoke of the ongoing partnership with UVM's Rubenstein School, and provided some specifics regarding the tri-town knotweed removal program, which is expanding to address other invasive plants.

Mr. Lindberg also outlined some upcoming events:

- A North Branch Nature Center workshop regarding the Valley-wide knotweed effort will be held on September 22 from 4 – 6:30 pm in Waitsfield and at various sites where work has been taking place.
- In late October, there will be coordination with a planting team from Intervale, with 700 trees to be planted locally.
- Data gathering related to the various strategies used for knotweed treatment, and the sustainability of those restoration efforts, will help inform future efforts.
- Lake Champlain Basin Program is releasing several RFPs this fall; the Conservation Commission will likely apply for two or three different grants.

2. USDA Funding Package.

It was noted that the USDA offer was expected to include a larger grant award; the offer is for \$649K in grant monies and a loan of \$7.5M. This is to be applied to the first phase of the project, which covers a substantial portion of the entire endeavor. Mr. Curtis explained that these award amounts will be put through some financial modeling in order to present more detailed information at the upcoming September 24 public meeting on the topic of the

Wastewater Project. He indicated that additional funding is still being applied for, and that another \$4M in grant funding has already been awarded.

3. Meadow Road Bridge Inspection Update.

Mr. Shupe reported that the inspection report has been issued, and the bridge has not been closed; some potential temporary support options have been outlined, which will provide for continued use as replacement plans are developed and finalized. Ms. Peal noted that a grant application had been submitted, which if awarded will help cover the engineering costs related to replacement plans. It was noted that there may be some FEMA support for design and implementation of temporary options, and that engineering firms will be consulted regarding this effort.

3A. Executive Session

MOTION: *A motion to enter Executive Session pursuant to 1 V.S.A. § 317 (C) (10) [Cybersecurity], inviting Mr. Haverkamp and Mr. Gamelin to join, passed unanimously.*

The meeting entered Executive Session at 7:09 pm and returned to open session at 8:20 pm.

4. Ordinance Review and Work Session.

Traffic Ordinance – It was noted that it needs to be clarified when the most recent version of this Ordinance was adopted, and the text of that version, and that some further details also need to be reviewed. Further discussion was postponed.

5. Review and Discussion.

Domestic Animal Ordinance – Mr. Haverkamp and Mr. Messer are reviewing this, and will be editing/amending for review by the Board.

Procurement – Mr. Shupe and Mr. Haverkamp will provide a draft policy for review.

6. Correspondence: Rooster Complaint.

Mr. Haverkamp indicated that complaints continue to be received, a letter had been drafted to the owner of the roosters, which was included in the meeting packet. Mr. Shupe will coordinate with Mr. Haverkamp to finalize and sign the letter for delivery to the owner.

7. Town Meeting Subcommittee.

It was confirmed that the purpose of this committee will be to propose changes in how Town Meeting is conducted, with a goal of attracting more participants. Mr. Babbott-Klein expressed interest in being on the committee; he, Mr. Shupe, and Mr. Haverkamp will outline the scope of the committee's work and advertise for members.

8. Consent Agenda.

APPROVAL: *A motion to approve the Consent Agenda passed unanimously.*

- Approve Bills Payable and Treasurer's Warrants
- Approve Minutes of August 25, 2025

7. Selectboard Roundtable.

90 Mr. Shupe offered a reminder of the ethics training which needs to be completed by all Board
91 members.

92 Mr. Messer reported a dog altercation which had taken place on East Warren Road; he and Mr.
93 Haverkamp are addressing the issue.

94 Ms. Ursprung reported that she is meeting with Candice White as well as a member of each of
95 the Warren and Moretown Selectboards regarding pedestrian safety and speed limits on the
96 back roads connecting the three towns.

97 **8. Town Administrator Update.**

98 No additions were made to Mr. Haverkamp's written report.

99

100 **9. Executive Session.**

101 **MOTION:** *A motion to enter Executive Session pursuant to 1 V.S.A. § 313 (a) (3) [Personnel],*
102 *passed unanimously.*

103 The meeting entered Executive Session at 8:45 pm and returned to open session at xxx pm.

104 **IV. Other Business**

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

106 **V. Adjourn**

107 The meeting adjourned at xxx pm.

108 Respectfully submitted,

109 Carol Chamberlin, Recording Secretary