

**TOWN OF WAITSFIELD**  
**SELECTBOARD AGENDA FOR**  
**Monday, February 23rd, 2026 | 6:30 PM**  
**Location: Waitsfield Town Office**  
***(Please see access details below)***

**Selectboard Members**  
 Brian Shupe, Chair  
 Larissa Ursprung, V.C.  
 David Babbott-Klein  
 Chach Curtis  
 Fred Messer

**Town Administrator**  
 York Haverkamp

**Town Clerk**  
 Jennifer R. Peterson

**Town Treasurer**  
 Steve Lewis

**Planning & Zoning Administrator**  
 J.B. Weir

**Road Foreman**  
 Josh Rogers

**Fire Chief**  
 Jared Young

**Waitsfield Town Office**  
 4144 Main Street  
 Waitsfield, VT 05673  
 (802) 496-2218  
 www.waitsfieldvt.gov

**I) Call to Order: 6:30 P.M.**

1. Additions, removals or modifications to the meeting agenda pursuant to 1 V.S.A. §312(d)(3)(A)
2. Public forum

**II) Regular Business.**

1. Infrastructure Summit debrief
2. Town Meeting
3. Consent Agenda
  - a. Warrant
  - b. Liquor Control Board (LCB) – Tobacco & Tobacco Substitute Licenses
    - i. Simon’s Waitsfield Store, Inc. – Second Class License; Tobacco License; Tobacco Substitute Endorsement
    - ii. Champlain Farms – Second Class License; Tobacco License; Tobacco Substitute Endorsement
    - iii. Minutes 2.9.2026
4. Town Administrator’s Report
5. Selectboard Roundtable

**IV. Adjourn**

**\*PLEASE NOTE: Public Access to this meeting will be hybrid, remote via Zoom or in person**

**at**

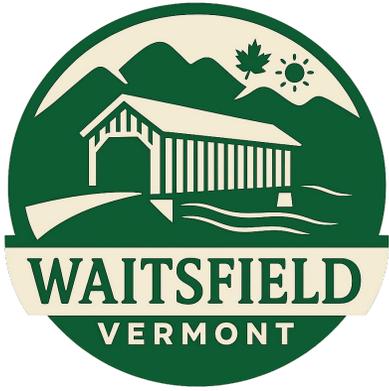
**the Waitsfield Town Office. For remote access, please use the following link:**

**<https://us02web.zoom.us/j/82056117089>**

**Meeting ID: 820 5611 7089**

**By phone: 1 (929) 205-6099**

**Anyone wishing to speak can do so during the designated times, or as indicated by the chair.**



# Town of Waitsfield Infrastructure Summit

Tuesday February 17<sup>th</sup> @ 6:00pm



# Purpose of Tonight's Meeting



- Better understand Town's infrastructure needs
- Discuss gap between costs and revenues
- Review proposed new revenue source to help pay for infrastructure
- Emphasis on transparency and community involvement



Photo: Courtesy of Elizabeth Palumbo

# Agenda



1. Summary overview
2. Current Town Infrastructure Needs
3. New Town Infrastructure Needs - Wastewater
4. Infrastructure Funding Options
5. Overview of Related Articles and Ballot Items at Town Meeting
6. Discussion & Q&A



# Summary Overview



## The Big Picture

- Much of Waitsfield's infrastructure is aging.
- Heavier storms are stressing roads, culverts, and bridges.
- New systems (wastewater, stormwater, facilities) are needed to support a thriving community.

**Bottom line:** Our needs are growing faster than our current funding capacity.



**Proactive  
Vs  
Reactive**





## Current Funding Limits

- Federal grant opportunities are shrinking.
- State transportation funding is under severe strain.
- Education taxes are under severe pressure.

### **Bottom line:**

Property taxes cannot keep up with rising infrastructure costs.



Road foreman & commissioner assessing Town dump truck.

## Proposed Solution

- We need revenue sources beyond property taxes.
- Local Option Tax (LOT) offers a new, reliable revenue stream.
- 80%+ of LOT taxes paid by our visitors.
- LOT helps fund roads, culverts, bridges, wastewater, capital facilities, and resilience work.

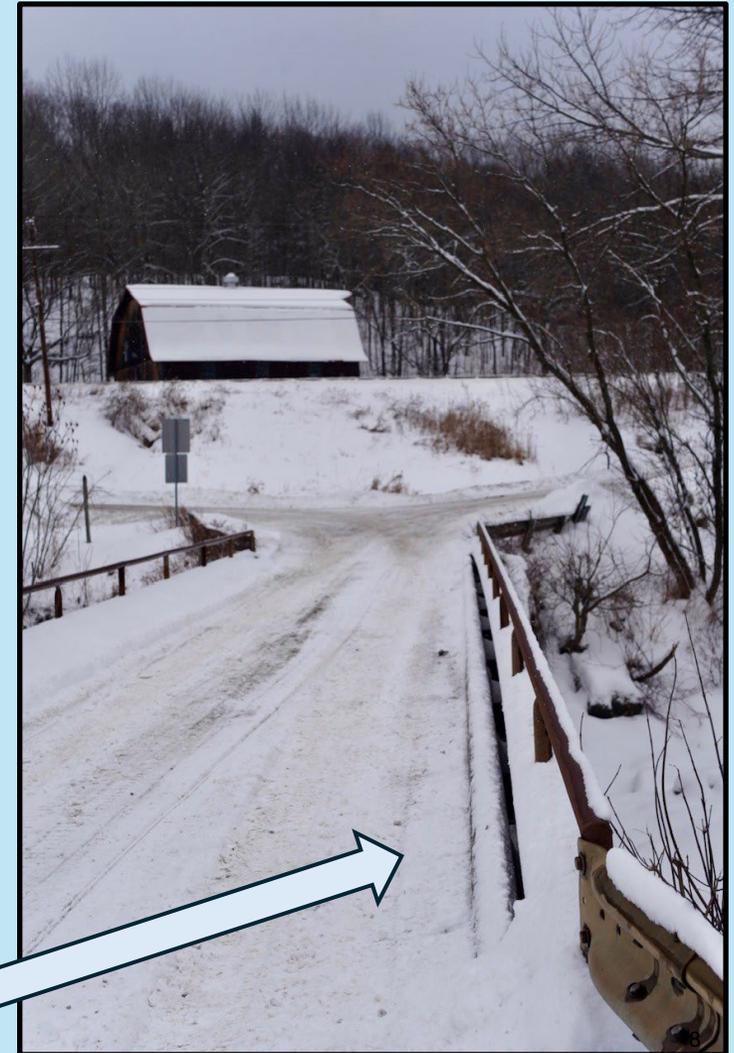
## Bottom line:

LOT helps close the gap between what infrastructure costs and what property taxes can support.

## Meadow Road Bridge



Following damage from the July 2023 flood, the Meadow Road Bridge weight limit was reduced from 12 to 8 tons.



Bowling of the structure

# Current Town Infrastructure: Bridges



## Pine Brook Covered Bridge

- Steel I-beams were installed beneath bridge to increase load capacity and extend life.
- Wooden decking requires full replacement.



## Village Covered Bridge

- Recent inspection revealed rotting floor joists under deck.
- Significant repairs will be required later this spring/summer.



# Current Town Infrastructure: Culverts



Older culverts are rusting out and need replacement:



Rust Hole

North Road

Culvert prices have surged, making larger, storm-ready upgrades even more expensive.

Other culverts are too small to manage stormwater from intense storms, increasing flood risk:



# Current Town Infrastructure: Culverts



Many thanks to the Road Crew for replacing and upgrading numerous culverts each year!



Next up in Summer 2026:  
**Common Road south of Schuss Road.**

Even with sustained effort, the need to replace undersized and aging culverts is outpacing our resources.

# Current Town Infrastructure: Roads



Waitsfield's road network is one of the Town's most essential public assets—supporting everyday travel, emergency response, local businesses, and community life.

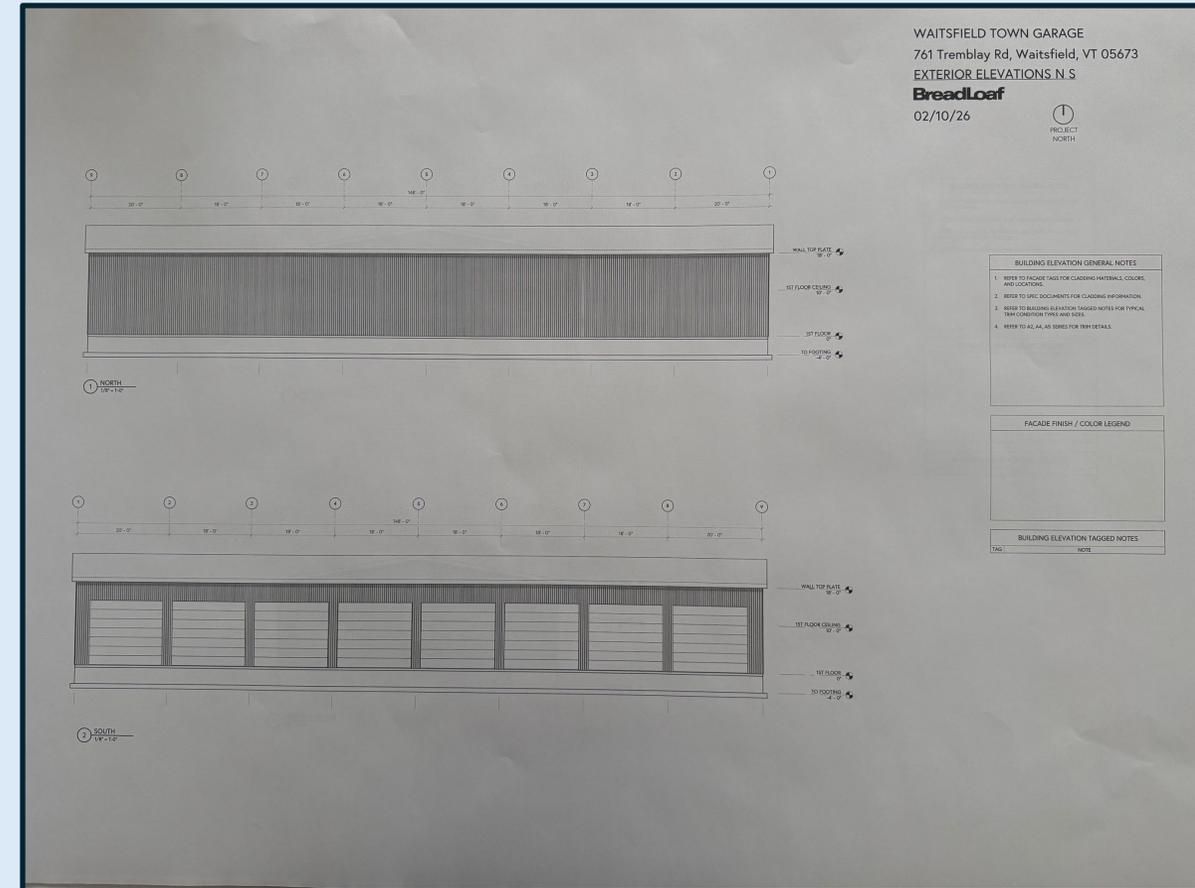
Maintaining this system requires ongoing investment, yet rising costs, aging components, and severe weather are placing new pressures on the Road Department and Town Budget.



# Current Town Infrastructure: Town Garage



Current Town Garage circa 1970  
Inefficient – small – safety issues – leaks – etc.



Preliminary design work on a new, larger,  
and long overdue Town Garage

# Current Town Infrastructure: Town Garage



- Current garage is undersized and aging.
- Equipment barely fits, roof leaks, etc.
- These issues create operational and maintenance challenges.
- Hoping to put bond vote before Town voters as early as this fall.

# Current Town Infrastructure: Town Garage



Despite the wonky heating system, leaking roof, and lots of snow this winter, members of the 4 person road crew remain upbeat!

# Current Town Infrastructure: Fire Station



- Current Fire Station built in 1974
- Structure is showing its age!
- Will be due for replacement after Town Garage



## Increasing Heavy Rainfall

The region is experiencing more frequent and intense heavy rainfall events.



## Need for Climate Resilience

Increased flooding underscores the need to adapt and upgrade our infrastructure.

East warren road  
2023

## Recent Flooding Incidents

Between 2023 and 2025, the Mad River reached flood stage multiple times with five high-water events recorded.





### The Four Pillars of Emergency Resilience

#### Prepare

Planning, training, communication, and strengthening the infrastructure *before* disaster strikes.

#### Respond

Coordinating Town departments, fire services, MRVAS, utilities, and volunteers during an emergency.

#### Recover

Restoring power, clearing roads, repairing infrastructure, and helping residents get back on their feet.

#### Mitigate

Making long-term improvements—stronger culverts, drainage, facilities, and emergency systems—to reduce future risks.

### Our Priority: Taking Care of Our People

- Ensuring safety, communication, access to power, shelter, and essential services.
- Supporting vulnerable residents and coordinating community volunteers.



- Deferred maintenance is accumulating
- Costs increasing with delay
- Vulnerability to severe weather
- Budget strain on property taxes alone



## Deferred maintenance is accumulating

- Many town assets — **bridges, culverts, roads, buildings, and equipment** — have maintenance needs that have been postponed due to limited budgets.
- Delaying work means small issues (rust, rot, drainage blockages, pavement cracks) become larger and more expensive failures.

## Costs increase with delay

- Construction, materials, and labor costs rise every year; when projects are deferred, the **price tag** grows.
- Emergency repairs cost far more than scheduled maintenance and often disrupt traffic, services, or emergency response.
- For example: weather-related culvert damage can force **full rebuilds instead of simple replacements**.

## Proactive vs reactive

Being proactive prevents emergencies.  
Being reactive responds to them

Proactive investment protects people, infrastructure, and budgets



# Conclusion: Infrastructure funding strains budgets



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## **Budget strain on property taxes alone**

Waitsfield relies heavily on property taxes to fund capital improvements, but large infrastructure upgrades exceed what local property taxes can sustainably support.

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Essential projects (bridge maintenance and replacements, road department facilities, paving cycles, culvert upgrades) outpace the Town's annual budget capacity.

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Without diversified revenue, residents face rising tax pressure as infrastructure needs escalate.

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# New Infrastructure: Municipal Wastewater

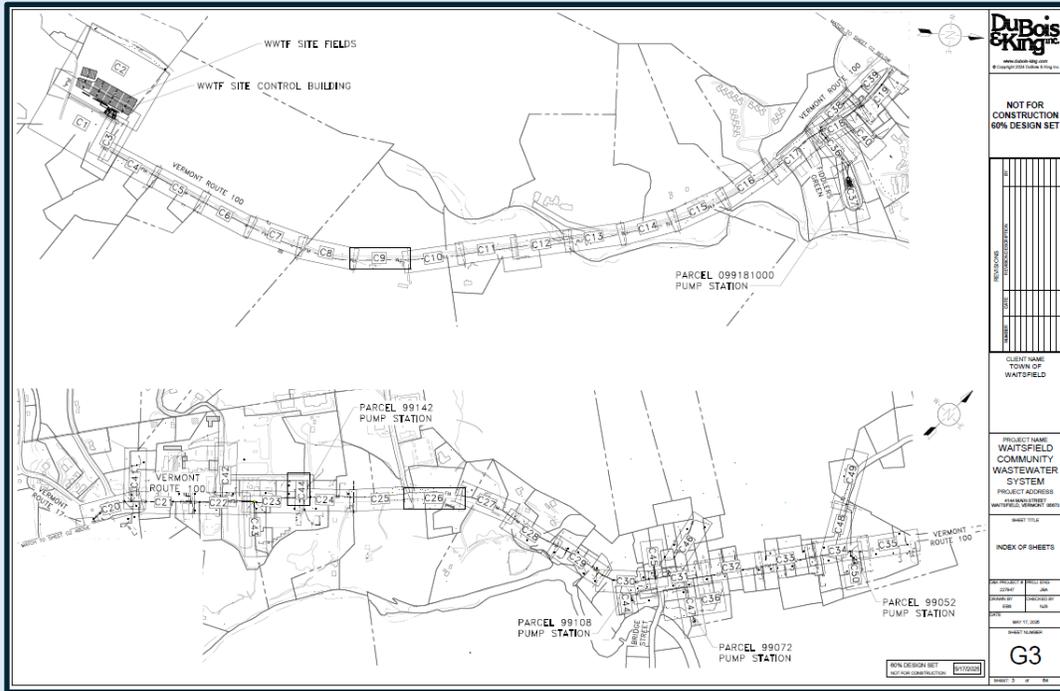


## Project Goals:

- Protect water quality in the Mad River
- Safeguard human health near drinking water wells
- Replace aging septic systems with no upfront cost
- Build more housing in Waitsfield Village & Irasville
- Have no impact on Waitsfield municipal tax rates

# Wastewater: What is it?

# When will we build it?

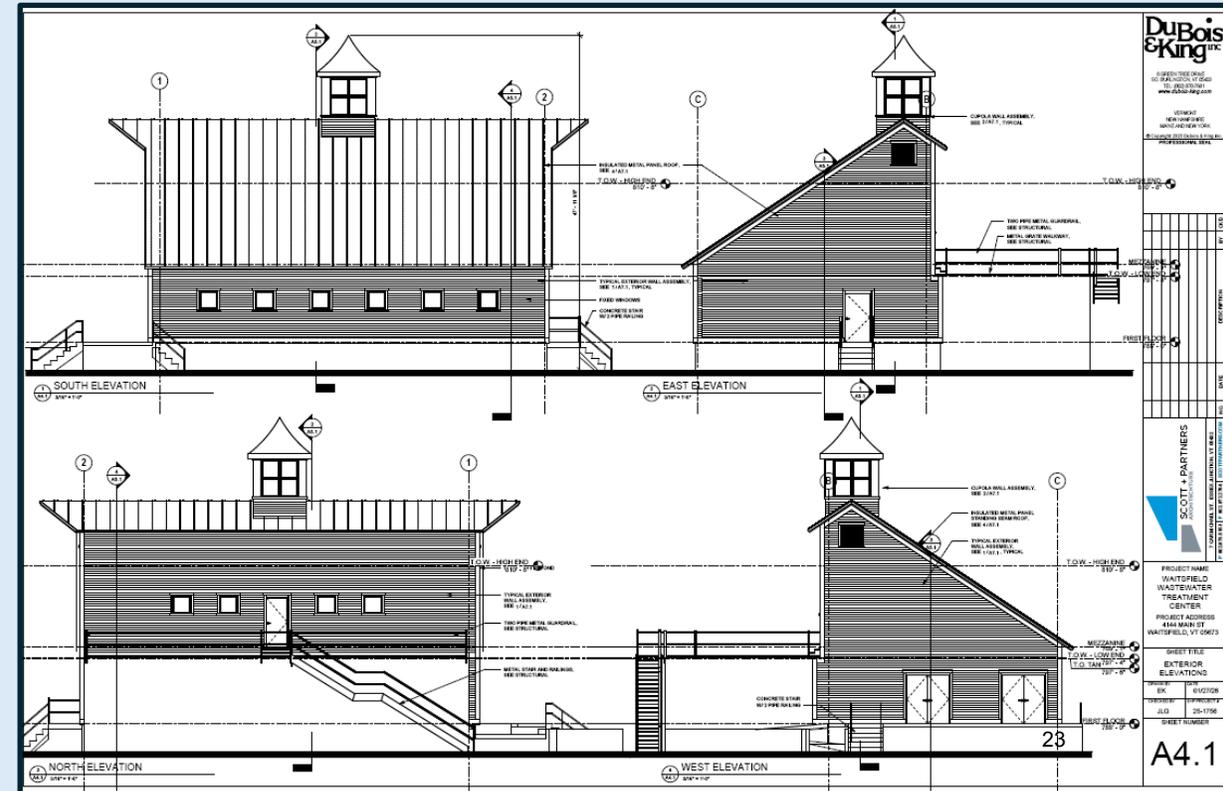


## Timeline:

- ➔ 2022 Planning
- ➔ 2023 Preliminary design
- ➔ 2024 Successful Bond Vote
- ➔ 2024-26 Final design
- ➔ 2025-26 Permitting
- ➔ 2026 Bidding
- ➔ 2026-28 Construction

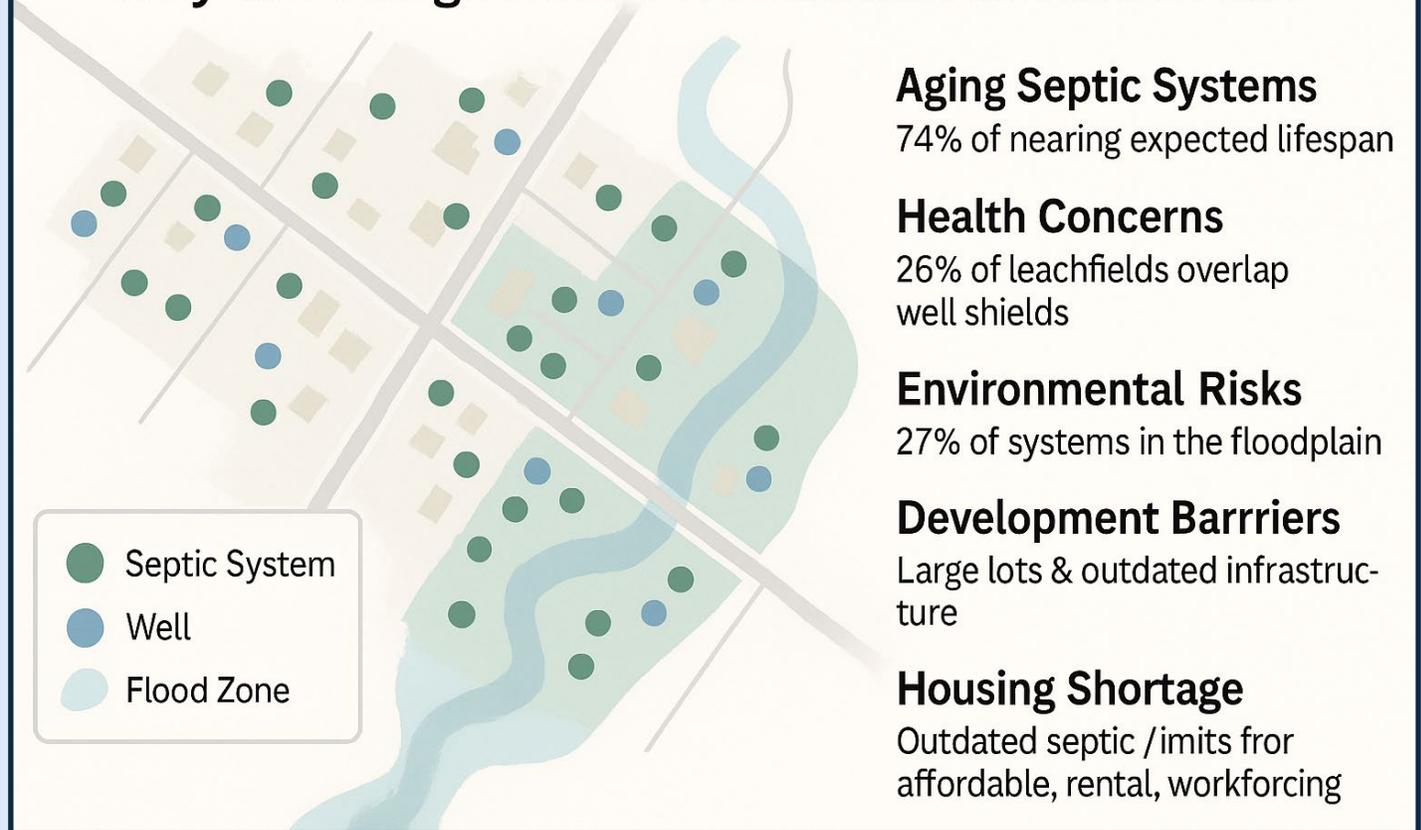
## System Components:

- Wastewater collection from homes and businesses in Waitsfield Village & Irasville
- Conveyance pipe through villages along VT 100 to the Munn Site
- Treatment & disposal at the Munn Site, across from Valley Animal Hospital



- Final design and permitting approvals expected in late Spring 2026
- Completion of the final design requires additional information from property owners who wish to connect to the wastewater system.
- Site visits with priority parcel owners will include:
  - Confirm location of existing septic/water
  - Path for new waste water/water pipe
  - Install & maintenance easement

## Why the Village Needs Wastewater Infrastructure



# Wastewater: Funding Update



- Expected to fund 80%+ of project costs with grants, but funding landscape has changed
- \$5.5M of grant funding received to date, with add'l \$1M pending (< 40% of project costs)
- Low cost debt available to fund balance of project costs
- But... too much debt makes user fees unaffordable
- **OPTIONS**
  - Build project in phases to defer costs
  - Delay and wait for more grant funding
  - Find other revenue to offset debt costs

## SOURCES OF FUNDS

### Received & Pending Grants

VT State Grants - Received	\$3,889,854	
Federal Grants - Committed	\$1,649,000	
VT State Grants - Pending	\$1,000,000	
<b>Sub Total - Committed Grants</b>	<b>\$6,538,854</b>	<b>35%</b>

### Committed Loans

USDA Loan	\$7,553,000	
VT State Revolving Fund Loan	\$4,416,953	
<b>Sub Total - Committed Loans</b>	<b>\$11,969,953</b>	<b>65%</b>

<b>TOTAL SOURCES OF FUNDS</b>	<b>\$18,508,807</b>	<b>100%</b>
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# How do we Fund Infrastructure



- ✓ Federal & State Grants and Loans – less available today
- ✓ Bonding/Borrowing – project financing paid for by property taxes
- ✓ Capital Reserves – set aside \$ over many years to pay for future projects
- ✓ User Fees - project financing paid for by users, like Town water system
- ✓ Local Option Taxes
  - Only other significant municipal revenue source under VT law
  - LOT legislation passed in 1999; first adopted by Manchester
  - Adoption slow at first (Williston 2003, Stratton 2004, Burlington & Stowe 2006)
  - Adoption accelerated when charter change eliminated in 2024
  - 40+ VT towns will have LOTs in 2026



April 16, 2025

ECONOMY

**Amid federal and state funding questions, more Vermont municipalities are turning to local option taxes**

- A municipal tax of 1% on three existing categories: retail sales, rooms, meals & alcohol.
- Enabled by Vermont statute; requires voter approval.
- Revenue stays in the town for local priorities; paid by consumers, including tourists and non-residents.
- Can supplement strained municipal budgets to fund capital needs and help keep property taxes low.

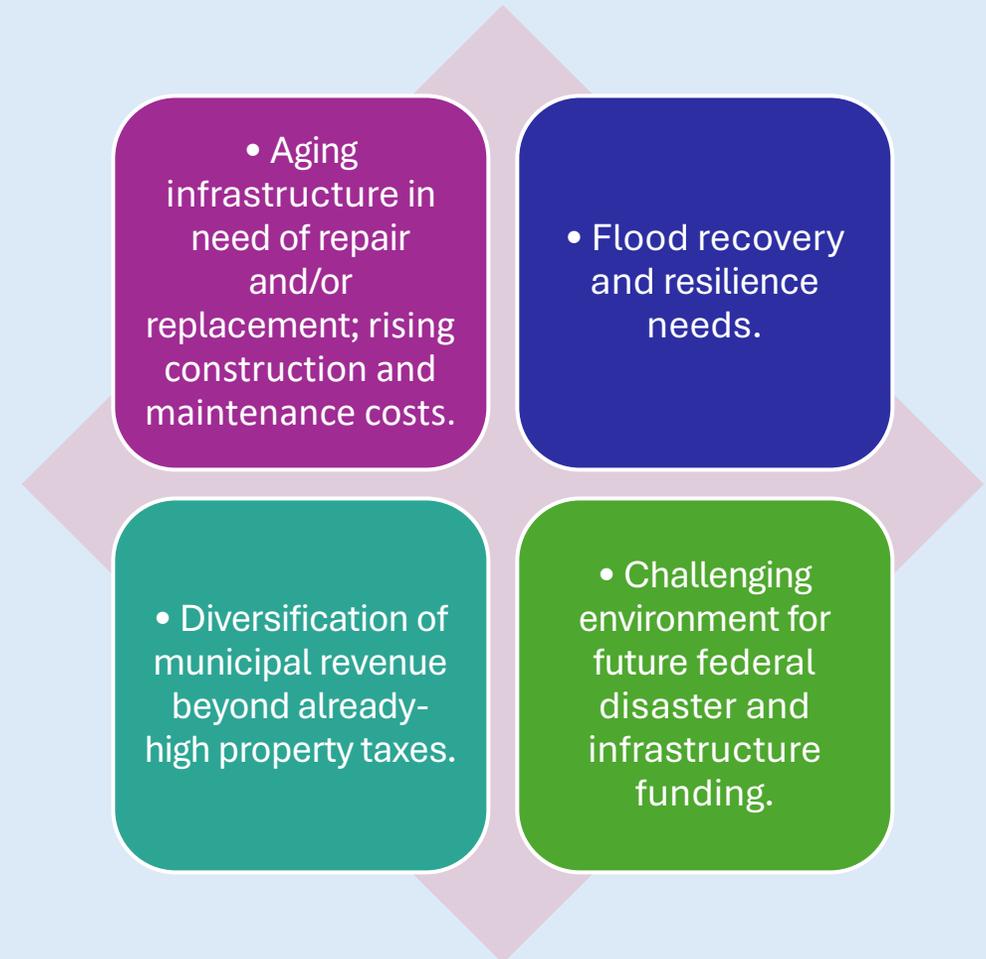
## **Local Option Taxes are not applied to:**

- Most groceries
- Clothing
- Prescription and OTC medications and medical products
- Gasoline
- Residential heating fuels and electricity, municipal utilities
- Most business-to-business purchases
- All other categories exempted from sales or relevant tax, including most services and purchases by and from non-profits

## Why Consider a LOT Now?

When LOT was discussed in 2020, towns received 70% (not 75%) of revenues and adoption required a charter change.

The concept at that time was a Valley-wide tax to fund a possible range of Valley-wide projects chosen by an undefined decision-making body – not specifically for Waitsfield infrastructure and capital improvement projects selected by the Selectboard and Town voters.





- 1% added to specific taxable transactions.
- LOT estimated burden: visitors ~82%, Waitsfield residents ~18% (~\$86 per Waitsfield resident, ~\$186 per household annually).
- Administered by the State of Vermont.
- Minimal local administrative responsibilities.
- Businesses already remitting state sales tax use the same system.
- The alternative – the same funds if raised by property taxes:

Town	LOT Revenue	Grand List Value	Annual Tax Impact on a \$300k Home	Annual Tax Impact on a \$450k Home
Waitsfield	\$598,641	\$3,980,614	\$451	\$677

# Potential Revenue for Waitsfield



- The Town has relied almost entirely on property taxes and grants to fund its budget.
- Grant funding is now in decline.
- LOT can reduce pressure on property tax rates by diversifying revenue and expanding the number of taxpayers.
- \$600,000 of projected annual LOT revenue.
- Ensures non-residents and tourists help fund community infrastructure they use.





- Currently nearly 40 Vermont towns have a LOT.
- Commercially competitive geographic neighbors that now have a LOT include Waterbury, Stowe, Montpelier, Barre City, Berlin, Montpelier, Burlington, South Burlington, Winooski, Colchester, Essex, Williston, Shelburne, Middlebury, Brandon, and Rutland.
- New towns voting on LOT in 2026: Bristol, Morristown, Swanton, Chester, West Windsor, Milton, Castleton, Fair Haven, Mendon & more.
- Provides predictable annual revenue to fund necessary infrastructure and municipal priorities; helps reduce pressure on property taxes.



## ARTICLE I

Shall the voters approve the Town of Waitsfield assessing a one percent (1%) Local Option Tax on sales, rooms, and meals and alcoholic beverages, pursuant to 24 V.S.A. §138(b), for the purpose of funding capital investments, capital reserves, and debt service to finance municipal infrastructure and capital projects?

### What Your Vote Means

- **A YES Vote:** Waitsfield will adopt a 1% LOT for the above categories, generating an estimated **annual \$600,000 limited to support capital projects & infrastructure** through a diversified revenue stream. If approved, the tax would take effect approximately **July 1, 2026**.
- **A NO Vote:** Waitsfield will not adopt the LOT. The town will continue to rely primarily on property taxes and existing revenue sources to fund municipal services and projects.

# Article 6: Proposed LOT Allocation Framework



**Article 6:** In the event the voters approve Article I, authorizing the establishment of Local Option Taxes pursuant to 24 V.S.A. §138(b), to be voted by Australian Ballot, shall the voters authorize the transfer of fiscal year 2027 revenue from Local Option Taxes in accordance with the following allocation:

1. 35% to the Bridge & Culvert Reserve Fund;
2. 20% to the Paving Reserve Fund;
3. 15% to the All Hazards Recovery Reserve Fund;
4. 15% to the Waitsfield-Fayston Fire Department Building Reserve Fund;
5. 15% to the Road Department Facilities Reserve Fund.

**Article 7:** Shall the voters authorize the creation of an All Hazards Recovery Reserve Fund to enable the Town to fund unanticipated expenses associated with damage to municipal infrastructure from future natural and man-made disasters and similar emergencies, and approve the transfer of \$10,000 to that fund from the general fund?

- Town Meeting voters will discuss & vote on the Selectboard's proposed allocation of FY2027 revenue generated from the LOT, if passed.
- Prefunds immediate critical infrastructure needs while avoiding property tax increases.
- 85% to existing capital reserve funds; 15% to the new All Hazards Recovery Reserve Fund if created.

## Questions



Thank you for joining us tonight to talk about Waitsfield's future.

- Understanding where we are
- Imagining where we want to go
- Working together to get there



Town of Waitsfield • 4144 Main St. • Waitsfield, VT 05673

## WAITSFIELD TOWN MEETING 2026

### YOUR VOICE MATTERS - HELP SHAPE THE FUTURE OF WAITSFIELD!

- **Town Meeting Tuesday March 3, 2026  
9:00 am - approximately Noon**
- **Paper Ballot Voting: 7:00 am - 7:00 pm**
- **Location: Waitsfield Elementary School**
- **Free on-site child care by NOW.  
Signup here: [Bit.ly/TMDchildcare](https://bit.ly/TMDchildcare)**
- **Coffee and light snacks available**
- **For registered Waitsfield voters;  
same-day registration is allowed**

[www.waitsfieldvt.gov](http://www.waitsfieldvt.gov)

indicia

York Haverkamp  
4144 Main Street  
Waitsfield VT 05673

BARCODE AREA BARCODE AREA BARCODE AREA

# WAITSFIELD VOTERS WILL BE ASKED TO ACT ON SEVERAL QUESTIONS

## IN-PERSON TOWN MEETING (9AM) - DECIDE WHETHER TO:

- Approve the FY27 budget (\$2.87M) - voters may adjust the budget from the floor.
- Create a fund for future flood/hazard damage & allocate potential LOT \$\$ to reserves.
- Fund local groups (Hannah's House, Our House of Central VT, Mad River Path).

## VOTING BY PAPER BALLOT (7AM • 7PM)

- Vote whether the Town should adopt a 1% Local Option Tax (LOT) to support bridges, the Town Garage, the wastewater system, and other infrastructure needs.
  - Doesn't tax groceries, most clothing, medicines, or home heating.
  - Raises about \$600,000/year for local infrastructure.
  - About 82% paid by non-residents.
  - Aligns with 38 other Vermont towns using a LOT.
- Elect Town officers.
- Vote on HUUSD budget.

SCAN ME



Learn about the LOT



DATE: January 23, 2026  
TO: VLCT PACIF Member Municipality  
FROM: VLCT PACIF Underwriting Team  
RE: **2026 Policy Year Contribution**

Thank you for placing your municipality's coverage with the VLCT Property and Casualty Intermunicipal Fund (PACIF). PACIF serves and strengthens Vermont municipalities by reducing losses through comprehensive safety, risk management, and claim adjudication programs. PACIF is owned by all of you, our members, so the Fund's long-term success truly relies on your continued support.

### **INVOICE DETAILS**

Attached is your VLCT PACIF Q1 Contribution invoice. PACIF uses quarterly billing, so most line items on the invoice reflect 25% of the total annual amount with potential exceptions as noted below. Line items that may appear on your invoice:

#### **Quarterly Installments**

- Contribution for Property & Casualty Coverage - for your PACIF policy
- Contribution for Workers' Compensation Coverage - for your PACIF policy
- Less Contribution Credit - for your PACIF policy (if eligible)
- Assigned Risk - (This is only applicable if PACIF pays on your behalf for Workers' Compensation coverage in the Assigned Risk program for volunteer fire/rescue departments or utility departments. *You are responsible for collecting that amount from the covered fire, rescue or utility department and including it with the rest of your payment.*)

**Interim Adjustments** (reflects one-time interim changes processed between quarterly invoices, which may include changes effective on prior and current policy terms based on the Policy Period noted on the invoice)

- Contribution for Property & Casualty Coverage - reflects an endorsement processed for your PACIF Property & Casualty coverage line. (A system generated email with corresponding documents attached would have been generated at the time each of these were bound.)
- Contribution for Workers' Compensation Coverage - reflects an endorsement processed for your PACIF Workers' Compensation coverage line. (A system generated email with corresponding documents attached would have been generated at the time each of these were bound.)
- Assigned Risk - reflects an endorsement processed for your Workers' Compensation coverage with the Assigned Risk carrier AmTrust (if applicable).

Your invoice reflects the standard quarterly billing that the Finance team has enacted. You are encouraged to pay as invoiced; however, you may pay the entire annual amount if you choose. Payments should be mailed to:

PACIF  
PO Box 1562  
Brattleboro, VT 05302-1562

Please review the attached invoice carefully and immediately report any errors or discrepancies by contacting the Finance team at [webpay@vlct.org](mailto:webpay@vlct.org).

### **CONTRIBUTION CREDITS, GRANTS & SCHOLARSHIPS**

As a member-owned entity, PACIF chooses to return a portion of the Fund's net position back to its qualifying members each year. For 2026, the **PACIF Board of Directors voted to return \$1,700,000 to members**. \$1,500,000 is being returned in the form of conventional contribution credits (which are based on each member's losses and contributions in the fund years from which the credits are pulled and are netted off the amount due), as we have done for many years. The quarterly amount of the credit will be reflected on the invoice. The remaining \$200,000 is being allocated to support member risk management services and programs as directed by the Board, such as our popular PACIF Grant program and the John Lawe Scholarship program.

For 2026, the PACIF Grant program will provide 50 percent reimbursement for qualified equipment, facility improvements or other expenses that directly reduce the risk of claims, subject to application, approval, and program guidelines. The maximum reimbursement is \$6,000.

The John Lawe Scholarship program provides up to 100 percent reimbursement for safety and risk management training. The maximum reimbursement is \$2,500 per member per year with a maximum of \$500 per individual.

You can find the updated grant and scholarship program requirements and applications on the website [here](#). Contact the Loss Control team at [losscontrol@vlct.org](mailto:losscontrol@vlct.org) if you have additional questions or would like to obtain more information on additional PACIF risk management programs and services available.

### **RATE INFORMATION**

Every year, PACIF hires a consulting actuary to evaluate the Fund's loss experience and determine the total contributions needed for the next year. Specific rates are developed from this analysis and are approved by the PACIF Board of Directors. For 2026, Workers' Compensation rates increased by 4.4 %, Liability (Casualty) rates increased by 3.8%, and Property rates decreased by 1.1% for an overall net rate increase of 2.3%. Renewing members will see increases or decreases based on the following:

- Changes in your municipality's exposures, such as payroll and building values. Some members who were appraised in 2025 have seen a significant increase in the scheduled value of their municipal buildings.
- Experience modification factors that are based on your municipality's specific loss history for both Workers' Compensation and the Property and Casualty lines of coverage.
- Adjustments made based on risk quality, risk management practices, and your municipality's long-term loss history.

Your 2026 renewal contribution has been calculated to comply with Underwriting guidelines approved by the PACIF Board of Directors.

### **IMPORTANT DETAILS AND REMINDERS – PLEASE NOTE**

- Although VLCT PACIF provides limited pollution coverage, some pollution exposures, such as long-term seepage from underground storage tanks, asbestos, and lead liability, are excluded from this coverage. All members have signed a consent-to-rate application to acknowledge the pollution exclusions, which have been present in the Coverage Document since PACIF's inception.
- The Cyber Liability and Data Breach Response Coverage will continue for all members in 2026 and follow the same terms and limits as expiring. The coverage is outlined in a separate document and is provided at no additional cost. Members do have the option of purchasing additional cyber coverage limits, subject to an application process. Please contact us if you are interested in getting more information on what this entails.
- Copies of your 2026 Coverage Documents and Declarations will be sent by email around the end of January.
- The standard Property and Casualty deductible is \$1,000 and will apply for most members, unless a different deductible has been chosen. A separate \$2,500 deductible applies for Employment Practices Liability (EPL), Public Officials Liability (POL), and Law Enforcement Liability (LEL) unless a higher Property and Casualty deductible has been chosen, in which case the higher deductible will also apply to these coverages. If you have questions about your deductible or would like to consider changing it, please contact a member of the Underwriting team.

### **ADDITIONAL REQUIREMENTS TO RENEW**

Nothing! Your coverage has been bound effective 12:01 a.m. January 1, 2026.

If you have any questions about your coverage, please contact the Underwriting team at [underwriting@vlct.org](mailto:underwriting@vlct.org). We thank you for your continued support of PACIF and we look forward to serving you in the new year.

1 **TOWN OF WAITSFIELD, VERMONT**

2 **Selectboard Meeting Minutes**

3 **Monday, February 9, 2026**

4 **Draft**

5  
6 **Members Present:** David Babbott-Klein, Chach Curtis, Fred Messer, Brian Shupe

7 **Staff Present:** York Haverkamp, Town Administrator

8 **Others Present:** Julie Frost (FMR), Robin Morris (Water Commission), Rohan Press (FMR), Ira  
9 Shadis (FMR)

10  
11 **I. Call to Order:** The meeting was called to order at 6:30 pm by Brian Shupe. The meeting was  
12 held in person at the Waitsfield Town Office and remotely via Zoom.

13  
14 **1. Review agenda for addition, removal, or adjustment of any items per 1 VSA 312(d)(3)(A)**

15 Several items were removed from the Consent Agenda.

16  
17 **2. Public Forum**

18 Nobody requested time to speak to the Board.

19  
20 **II. Regular Business**

21 **1. Friends of the Mad River (FMR)**

22 Julie Frost provided a presentation covering some background information regarding FMR, the  
23 organization's core values, core focus, expanding capacity, community engagement work, and  
24 collaboration goals.

25 Ira Shadis outlined the process used in collaborating with Fayston and Warren for culvert  
26 replacements and potential funding assistance for culvert replacements which aid in fostering  
27 fish habitat or certain water quality improvements.

28 Board members were encouraged to attend upcoming FMR events.

29 **2. Wastewater/Water Connection Policy**

30 Mr. Shupe introduced the topic of coordination between Water System and Wastewater  
31 System policies. Robin Morris explained that currently there is no requirement for connecting  
32 to the Water System, although a large percentage of those in the service area have done so. He  
33 noted that additional connections serve to reduce the fees for each connection.

34  
35 It was discussed that there are some properties, including some priority properties, whose  
36 owners intend to connect to the Wastewater System, but who are not currently connected to  
37 the Water System. Mr. Morris explained that this may create billing issues, as wastewater fees  
38 are typically connected to water usage. It was also noted that there is the possibility of  
39 contamination of the Wastewater System by PFAS or other materials from private wells. A  
40 solution for the billing would be to require that a meter be installed by owners who are only on  
41 the Wastewater System, it was agreed that the better solution would be to require that all  
42 those connecting to the Wastewater System be required to also be served by the Water  
43 System. It was indicated that the Town's paying for a portion of any new Water System

44 connection costs would be part of this requirement. Mr. Shupe explained that a decision  
45 regarding this issue is necessary, as the Water Commission is willing to take the lead on drafting  
46 a Wastewater Ordinance, with Mr. Morris having experience in having been a primary author of  
47 the Water Ordinance.

48

49 **MOTION:** *Mr. Babbott-Klein moved to authorize the Water Commission to develop a draft*  
50 *Wastewater Ordinance, which stipulates that connection to the Wastewater System requires*  
51 *that the property also be connected to the Water System. The motion was seconded by Mr.*  
52 *Messer, and passed unanimously.*

53

54 Mr. Shupe also explained that there is the potential to contract with Simon Operating Systems  
55 (SOS) for operating the Wastewater System in addition to their current operation of the Water  
56 System. He pointed out that having the operator involved in the design of a system is  
57 beneficial, and that SOS has been assisting with the wastewater design as it has developed.

58

59 Mr. Morris explained that addressing an emergency situation related to the Water System  
60 requires a meeting attended by two Water Commission members and two Selectboard  
61 members, indicating that a need for such a meeting may arise once it has been determined  
62 where the current leak in the system is located. It was agreed that Mr. Shupe and Mr. Messer  
63 will represent the Selectboard if the need for an emergency meeting arises.

64

### 65 **3. FY2025 Audit Report**

66 Mr. Shupe noted that the Audit Report provided was positive, and that the overview included in  
67 the Town Administrator's report was thorough. An \$853K unassigned fund balance was  
68 confirmed.

69

70 Mr. Curtis noted that some of the debt service included in the budget is not directly the Town's,  
71 but rather related to loans provided for water connections, which are paid by property owners.  
72 Removing those figures results in a lower debt service percentage, which Mr. Haverkamp will  
73 make note of with Mr. Lewis and Ms. Gallup.

74

### 75 **4. Vermont Covered Bridge Society**

76 The Society has provided the Town with \$1000 to be used for designing a system to prevent  
77 damage to the Village Covered Bridge by vehicles too tall to pass through. There was some  
78 discussion regarding whether a 'headache bar' or an electronic device would be the better  
79 solution, and it was noted that confirmation is needed regarding whether the funding would  
80 allow for design of either solution, or if it is intended to be specific to design and installation of  
81 some type of physical prevention such as a 'headache bar.' Mr. Haverkamp will get further  
82 information. The Society has requested that any design developed be shared with other towns  
83 who need a solution for the problem of damage caused to covered bridges by vehicles, a  
84 condition which Board members were amenable to. This matter will be discussed further after  
85 Mr. Haverkamp receives more detailed information.

86

### 87 **5. IT/Cyber Rural Solutions 3-Year Contract**

88 Mr. Haverkamp summarized that most firms are unlikely to enter into a one-year contract and  
89 that his interactions with Rural Solutions have indicated that some additional capabilities will be

90 included in a three-year contract. He also indicated that Rural Solutions would take on the cost  
91 of the Town's Microsoft 365 subscription, which will eliminate that expense of approximately  
92 \$1K annually. He reviewed the questions he had asked of the company, such as what the  
93 threat to the Town would be if Rural Solutions experiences a cyber threat and what the logistics  
94 of logging into the system entail, noting they had been answered satisfactorily. Work to  
95 remedy the most critical known threats would be addressed first if a contract is entered into.

96  
97 Mr. Babbott-Klien indicated that he would like to review the full language of the contract.

98  
99 **MOTION:** *Mr. Curtis moved to approve the three-year IT support contract with Rural Solutions,*  
100 *and authorize the Town Administrator to sign the agreement, subject to prior legal review. The*  
101 *motion was seconded by Mr. Messer, and passed unanimously.*

102  
103 **6. Town Meeting Preparation**  
104 Mr. Shupe provided an update on the work of the committee working to increase Town  
105 Meeting Day attendance, noting that the majority of those asked prefer that the Meeting take  
106 place on Town Meeting Day in the morning, and that there is much curiosity regarding what  
107 actually takes place at the Meeting. Mr. Babbott-Klein summarized that child care was also  
108 requested frequently, along with availability of coffee and food; these will be provided.  
109 Regarding education about the Meeting itself, the committee has been working to develop an  
110 informational postcard. Iterations of the postcard's content were reviewed.

111  
112 Mr. Babbott-Klein emphasized that Vermont law requires employers to grant unpaid leave for  
113 Town Meeting Day (with a 7-day notice provided by the employee), except for employees  
114 essential to operations.

115  
116 Mr. Babbott-Klein noted that he will be looking into establishing an email update system for  
117 residents and other interested parties.

118  
119 It was confirmed that the Town Report is at the printer, the proof to be available later in the  
120 week.

121  
122 **7. Infrastructure Summit**  
123 Mr. Haverkamp indicated that he is completing updates to the presentation for the Summit,  
124 which will be an opportunity to discuss town infrastructure needs and projects and answer  
125 related questions, including LOT information. Notifications which have been/will be put in  
126 place were outlined; Mr. Haverkamp will look into MRVT's livestreaming the meeting and  
127 providing a call-in option.

128  
129 **7A. Shortfall Resolution**  
130 Mr. Shupe provided an explanation of the memo received from Steve Lewis and Sandy Gallup,  
131 outlining their plan to absorb the tax shortfall through savings experienced in budget  
132 expenditures; they had requested that this plan be acknowledged by the Board.

133

134 **MOTION:** *Mr. Messer moved to acknowledge and accept the Treasurer’s plan for resolving the*  
135 *property tax shortfall. The motion was seconded by Mr. Babbott-Klein, and passed*  
136 *unanimously.*

137

### 138 **7B. Approval of Minutes**

139 The Minutes of 1.26.2026 and 1.28.2026 were amended and approved.

140

### 141 **8. Consent Agenda**

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

- 143 • Approve Bills Payable & Treasurer’s Warrants

144

### 145 **5. Town Administrator’s Report**

146 Mr. Haverkamp had noted earlier in the meeting that FEMA extension letters had been  
147 approved for the Center Fayston culvert work and Meadow Road Bridge assessment work. He  
148 noted that DuBois & King is progressing on the Meadow Road project, and is waiting for input  
149 from VTrans. The culvert work is also moving forward.

150

151 Mr. Messer inquired about the General Wait House Reserve Fund balance. It was clarified that  
152 the current \$56,303 balance includes both Town and donated funds. Mr. Messer requested  
153 that a detailed report of additions and expenditures be provided.

154

### 155 **6. Selectboard Roundtable**

156 Mr. Curtis reported on a request received regarding the speed limit on East Warren Road  
157 becoming 40 MPH just after the fork with Joslin Hill Road; the resident is requesting that the 40  
158 MPH sign be located further up the hill. Mr. Haverkamp will look into the logistics, which  
159 involve VTrans consultation, of making such a change.

160

161 Mr. Messer reported on a recent incident at the Wait House when the propane level, which is  
162 on automatic delivery, became too low. He explained that the furnace took some time to start  
163 running again, but that the follow up service call later in the day found that everything was set.  
164 He is working with the fuel provider to remove the charge for an emergency service call. It was  
165 discussed that the various municipal buildings are not all serviced by the same provider, and  
166 that there is the potential to put heating fuel delivery out for bid later in the year.

167

### 168 **III. Executive Session**

169 **MOTION:** *A motion to find that premature general public knowledge would clearly place the*  
170 *public body or a person involved at a substantial disadvantage passed unanimously.*

171

172 **MOTION:** *A motion to enter Executive Session per 1 VSA §313(a)(1)(E) [Pending Litigation],*  
173 *inviting Mr. Haverkamp to join, passed unanimously.*

174

175 The meeting entered Executive Session at 9:03 pm and returned to open session at 9:29 pm.  
176 No further action was taken by the Board.

177

178 **IV. Adjourn**

179 The meeting adjourned at 9:29 pm.

180 Respectfully submitted,

181 Carol Chamberlin, Recording Secretary