



TOWN OF WAITSFIELD
SELECTBOARD AGENDA FOR
Monday, February 9th, 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. Friends of the Mad River Valley
2. Wastewater/Water Connection Policy
3. FY2025 Audit Report
4. Vermont Covered Bridge Society
5. IT/Cyber Rural Solutions 3-year contract
6. Town Meeting Preparation
7. Infrastructure Summit
8. Consent Agenda
 - a. Warrant
 - b. FY2025 Taxes raised – acknowledgement of shortfall resolution
 - c. Minutes 1.26.2026
 - d. Minutes 1.28.2026
9. Town Administrator's Report
10. 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 Administrator Report

2.9.2026

Preparing for Town Meeting on March 3rd at the Waitsfield School has been an energizing and meaningful process. It is far from simple...budgets, meetings, planning sessions, and deadlines all converge at once. After budget development comes the formal Warning for Town Meeting, the preparation of the meeting articles, and the coordination of required paper ballots. Each piece plays a critical role in ensuring transparency and an informed community.

From there, attention quickly turns to compiling the Town Report. This document serves as both a record and a beacon - highlighting the proposed budget for the coming fiscal year, summarizing the work of our commissions and departments, and showcasing the contributions of local nonprofits that help our Town and the broader Valley thrive. It is, in many ways, a testament to what our community can accomplish together. The Town Report reflects the countless hours, skills, and dedication offered by so many individuals who support not only the daily functions of the Town but also our shared progress and resilience.

One lesson that has guided me throughout my career is that stagnation is never truly possible. If we attempt to remain the same, we inevitably fall behind. Moving forward requires collective effort - no single person can do this work alone. Progress depends on a community-driven, bottom-up approach grounded in listening, best practices, collaboration, and thoughtful, authentic work.

What I see in Waitsfield is a community consistently striving to build and sustain a culture of care. That spirit is what keeps the Town moving forward, and it is what makes preparing for Town Meeting such a meaningful annual milestone.

Wastewater/Water Connection Policy

Wastewater/Water connection policy. Should we recommend that connection to the water system be a requirement for connecting to wastewater? Commissioners reviewed a list of wastewater connection priority parcels that indicates each property owners' interest in connecting to water.

Commissioners agreed that that each property connected to Waste Water should be metered. Metering "inflows" is a required monitoring methodology that can result in an increase of the number of customers that can connect to the wastewater systems. The majority of customers who currently are not connected to the water system that are connections to wastewater system wish to connect to the Town Water System. Four customers have indicated that they don't wish to connect to the water system. All of the commissioners believe that it is advantageous to have all wastewater customers connected to Town Water.

The Water Commission unanimously approved the following recommendation to the Selectboard:

- Water lines connections are included in the designs of every parcel connecting to the wastewater system
- The water commission will finance the new water connections from the “Water System Rehabilitation, Maintenance and Upgrade Reserve Fund”
- All Wastewater Connections should be metered. Parcels with wastewater connections not connecting to the water system will be required to purchase and install the Water Commission specified meter and related devices at their own cost

FY2025 Audit Report

Audit Opinion & Overview

- The Town received an unqualified (clean) audit opinion for FY2025 — the seventh consecutive year achieving this.

Financial Position (Government-Wide)

- The Town’s modified cash-basis net position decreased by \$889, ending at \$3,669,370.
 - Governmental Activities increased by \$187,997.
 - Business-type Activities decreased by \$188,886, largely due to expenditures related to the Wastewater Project.
- At year-end, assets exceeded liabilities and deferred inflows by \$3,403,929 on a modified cash basis.

General Fund

- Unassigned General Fund balance increased from \$1,111,341 to \$1,153,046.
- The Town’s fund balance target is two months of expenditures (17%), equal to \$472,448. The Town is above this level.
- FY2025 closed with a General Fund surplus of \$41,705 (excess of cash receipts over disbursements).
 - Revenues were \$169,986 above budget, driven by:
 - insurance proceeds from Covered Bridge damage,
 - higher-than-expected interest income,
 - Road Department grant revenue, and
 - Current Use receipts.

- Expenditures were \$101,281 over budget, primarily due to the Selectboard's unbudgeted purchase of a \$95,500 road department truck, along with flood repairs and covered bridge repairs. Savings occurred due to staff vacancies and unspent town garage funds.

Business-Type Activities

- Water Fund net position increased by \$49,037, ending at \$467,111.
 - Water user fees were \$22,800 above what was budgeted.
 - The Water Fund has over \$450,000 in reserve funds invested in CDs and savings accounts.
- Wait House Fund decreased to \$21,800.
- Wastewater Fund (newly added this year) shows a net position of -\$223,470.

Debt

- Total outstanding debt as of June 30, 2025: \$3,497,612, a \$222,069 decrease from the prior year.
- The Town borrowed \$196,131 for the New Community Wastewater System, 92.5% of which is forgivable, leaving an ending principal of \$22,772.

FY2025 Taxes Raised – Treasurer's Memo (Jan. 30, 2026)

The Town Treasurer has identified a \$27,000 shortfall in FY2025 taxes raised because funding for two voter-approved special articles - \$15,000 for Road Department gravel crushing and \$12,000 for Long-Range Planning - was mistakenly not added to the FY2025 tax rate.

Despite this omission, FY2025 closed with a surplus of \$41,705, with revenues exceeding expenditures. The Treasurer recommends no corrective action to raise future taxes. Instead, the shortfall has been fully absorbed by the unassigned fund balance, which stands at \$853,046 after prior Selectboard-approved allocations to the Town Garage, Paving, and Wait House reserve funds.

The Treasurer requests Selectboard acknowledgment of this approach to resolving the shortfall and is available for questions.

Vermont Covered Bridge Society Contribution

The Town received a letter from the Vermont Covered Bridge Society (VCBS) notifying us that its Board of Directors has voted to contribute \$1,000 toward engineering and design work for a clearance alert system ("headache bar") for the Village/Great Eddy Covered Bridge. The funds

come from the VCBS Save-a-Bridge Fund, established in memory of Jim Fearon, and are intended to support preservation projects that protect Vermont's historic covered bridges...particularly as the Village Bridge approaches its 200th anniversary. A check was enclosed with the letter, and VCBS has requested rights to the resulting design so it may help inform similar projects in other communities.

I have spoken with Miles Jenness of Vermont Heavy Timber, who has expressed interest in performing the work. I will also be reaching out to additional contractors to obtain quotes and proposals.

Rural Solutions Contract

Rural Solutions, the firm approved by the Selectboard to serve as the Town's new IT and cybersecurity provider, has submitted a three-year service contract for review. The agreement outlines a comprehensive managed technology services package, including system monitoring, cybersecurity controls, Microsoft 365 licensing and management, backup services, and ongoing remote support. The three-year term secures consistent pricing, aids long-term budget planning, and reflects the discounted rates Rural Solutions is extending to the Town.

If the Selectboard is comfortable with the contract terms, I request a motion authorizing me to sign the agreement so that implementation and onboarding can begin.

Infrastructure Summit

An Infrastructure Summit will be held at the Village Meeting House on **Tuesday, February 17th at 6:00pm**. This event will give the community an opportunity to learn more about the current state of the Town's infrastructure...from what is working well to the areas facing deferred maintenance and upcoming project needs.

Residents are encouraged to join us for a discussion about these challenges, the projects already in progress, and how a local option tax could help better position the Town to address long-term infrastructure needs.

FEMA Time Extension

The Town received official approval for a FEMA time extension request for Project #961022, covering A&E work for the Center Fayston Road and Old Center Fayston Road culverts. The extension was necessary due to project delays that occurred while the Town was without an administrator from July 2024 to March 2025, which postponed required hydrologic and hydraulic studies and related engineering steps. RFPs were issued in late 2025, and a contract

has been signed for A&E. FEMA has approved extending the performance period to December 31, 2026.

FEMA has also approved the Town's time extension request for Project #797837, covering A&E work for the Meadow Road Bridge. The flooding contributed to further deterioration of the bridge, prompting the need for a detailed engineering study to evaluate structural integrity, weight-limit compliance, and long-term repair options. Dubois and King have begun work on an initial study with a report expected by spring 2026. FEMA has extended the project deadline to December 31, 2026.

Town of Waitsfield
Audit Report and Reports of Compliance and Internal Control
For fiscal year ending June 30, 2025

Sullivan, Powers & Co., P.C., Montpelier, Vermont conducted an audit of the Town of Waitsfield's financial statements for the fiscal year ended June 30, 2025.

They performed their audit in accordance with auditing standards generally accepted in the United States of American and the standards applicable to financial audits contained in "Government Auditing Standard," issued by the Comptroller General of the United States.

The following Fiscal Year 2025 - Audit Discussion and Financial Highlights summarizes the Independent Auditor's Report.

The full Audit Report, with all the Exhibits and Notes to the Financial Statements is available on the town's web site: www.waitsfieldvt.us. Paper copies are also available at the Waitsfield Town Office located at 4144 Main Street, Waitsfield, Vermont.

If you have questions or comments regarding the audit report, please contact Steve Lewis, Town Treasurer at the Town Office, telephone (802)496-2218 extension 2, or steve.lewis@waitsfieldvt.gov .

Fiscal Year 2025 -Audit Discussion and Financial Highlights

Independent Auditor's Report

This 2025 Auditor's Report for the fiscal year ending June 30, 2025 includes an "Unqualified" Opinion. This is the seventh consecutive year that we have achieved this goal.

Statement of Net Position

The Town's (government-wide) modified cash basis net position decreased by \$889 during the fiscal year from \$3,670,259 to \$3,669,370 (Exhibit B, Page 5). This is the sum of the increase of \$187,997 for Governmental Activities and the decrease of \$188,886, for Business-type Activities. The decrease in Business-type Activities was due to the expenditures on the Wastewater project. The net position may serve over time to be a useful indicator of a government's financial position. In the case of the Town of Waitsfield, assets exceeded liabilities and deferred inflows of resources by \$3,403,929 at the close of fiscal year 2025 on the modified cash basis of accounting.

The Town's General Fund unassigned fund balance increased by \$470,467 during the fiscal year from \$1,111,341 to \$1,153,046 (Exhibit C, Page 6). The Fund Balance Policy sets a goal of an unassigned fund balance equal to two months' expenditures (17% or \$472,448).

The Town's Business-type Activities are the Water Fund, the Wait House Fund and the Wastewater Fund (new this year). The Business-type Activities net position decreased by \$188,886 during the fiscal year from \$454,327 to \$265,441 (Exhibit E). The Water Fund's net position increased to \$467,111 while the Wait House Fund decreased to \$21,800. The Wastewater Fund's net position is (\$223,470).

In addition to the six major governmental funds, the Town of Waitsfield maintains twenty (22) non-major governmental funds. Information on these government funds is presented in Exhibit C, Exhibit D and the Combining Schedules 2 through 7.

General Fund Budgetary Highlights

The General Fund is used to record all resource inflows and outflows that are not associated with special-purpose funds. The activities being paid for through the General Fund constitute the core administrative and operational tasks of the Town. The residents adopt an annual appropriated budget for their General Fund at the March Town Meeting. Capital/One-Time

Expenditures are included in the General Fund financial reporting. A budgetary comparison statement has been provided for the General Fund in Schedule 1 beginning on page 32.

For fiscal year 2025, the General Fund had a \$41,705 Excess of Cash Receipts over Cash Disbursements (surplus). Total receipts were \$169,986 more than budgeted. Much of this excess revenue was the result of Insurance proceeds from the Covered Bridge damage and higher than anticipated Interest Income, Road Department Grant and Current Use receipts.

Total Disbursements were \$101,281 more than budgeted. The majority of this overage was due to the Selectboard's decision to purchase a road department truck for \$95,500. Unanticipated expenditures that occurred during the year were covered bridge repairs, July 2024 flood road repairs and Irasville Planning Grant activities. Areas of savings in the budget were due to staff vacancies, and unspent town garage repairs.

Water Fund

The Water Fund ended the year with a Net Position of \$467,111 which was \$49,037 higher than the balance on June 30, 2024. Water User Fees were \$22,800 higher than budgeted due to high income and additional water fees. The Water Fund has over \$450,000 in reserve funds invested in CD's and savings accounts.

Debt

Total Debt, as of June 30, 2025 for Governmental Activities and the Water Fund, is \$3,497,612 which is \$222,069 lower than June 30, 2024.. The Town borrowed \$196,131 in FY2025 for the New Community Wastewater System (which is 92.5% forgivable) so the ending principal balance on the new loan is only \$22,772.

Questions concerning any of the information provided in the audit report or requests for additional information should be addressed to Steve Lewis, Town Treasurer, Town of Waitsfield.

MEMORANDUM

TO: SELECTBOARD
FROM: Steve Lewis, Town Treasurer
Sandra Gallup, Town Treasurer Services
DATE: January 30, 2026
SUBJECT: FY2025 Taxes Raised

When we set the taxes due in July, 2025, we did not add in the funds for the two special articles (\$15,000 for Road Department Gravel Crushing, \$12,000 for Long Range Planning). Therefore, we had a shortfall of \$27,000 that was not raised by tax dollars.

Even with this shortfall in taxes raised, we ended the fiscal year with revenue exceeding expenditures by \$41,705. **Therefore, there is no need to take action to raise future taxes to fund these two new reserve accounts.** The \$27,000 was absorbed by the end of year unassigned fund balance which was \$853,046 (after the \$300,000 approved to fund town garage, paving and Wait house reserves),

Please acknowledge your agreement with this plan to resolve the \$27,000 shortfall in taxes raised in fiscal year 2025.

Let me know if you have questions or require additional information.



The Vermont Covered Bridge Society, Inc.
PO Box 97, Jeffersonville, VT 05464-0097
www.vermontbridges.org

Working for the Preservation of Vermont's Covered Bridges

RECEIVED

January 22, 2026

Jennifer Peterson
Town of Waitsfield, Town Clerk
4144 Main Street
Waitsfield, VT 05673

JAN 29 2026

TOWN OF WAITSFIELD

Dear Ms. Peterson,

The Board of Directors of the Vermont Covered Bridge Society voted to contribute \$1,000.00 towards the engineering and design work for a clearance alert system (aka headache bar) for the Village/Big Eddy/Great Eddy Covered Bridge.

The Vermont Covered Bridge Society maintains the Save-a-Bridge Fund in memory of Jim Fearon with donations received throughout the year to contribute to covered bridge preservation projects. Jim Fearon was the Director of the VCBS Northeast Kingdom Chapter and recognized the value of historic covered bridges and the pride and prosperity they bring to their towns. Today the more than 450 members of VCBS continue the preservation of and education about Vermont's covered bridge history. As the Village Covered Bridge approaches its 200th anniversary, VCBS would like to contribute to the headache bar project to prevent the damage caused by vehicle strikes and help safeguard the bridge for years to come.

We are pleased to support your preservation action and hope other municipalities follow your lead.

Sincerely,

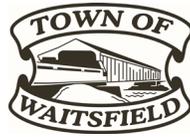
Joseph T. Mitchell
Treasurer, VCBS

vcbs.treasurer@gmail.com

CC: Beth Brown Limmer, VCBS President

Miles Jenness, VCBS Bridge-Watch Committee Chair

ENC: Check #1147



TOWN OF WAITSFIELD

Town of Waitsfield, Vermont

4144 Main Street

Waitsfield, Vermont 05673

1.12.2026

RE: DR4810 – Project #961022 – Category C – Roads and Bridges - Center Fayston Road Culvert and Old Center Fayston Road Culvert – A&E Only – Town of Waitsfield

Dear Ms. Canarecci:

The Town of Waitsfield, Vermont, is requesting a time extension on DR4810 for the following project:

- [961022] Center Fayston Road Culvert and Old Center Fayston Road – A&E Only

The current performance period ends on **February 20, 2026**.

The reason for the time extension is due to factors beyond the Town's control. The absence of a Town Administrator from July 2024 until March 2025 significantly delayed critical administrative processes. As a result, essential engineering evaluations —such as initiating and ordering two hydrologic and hydraulic (H&H) studies for the affected culvert locations—did not occur until the new administrator was fully briefed on project requirements. These delays alone pushed the timeline back by many months.

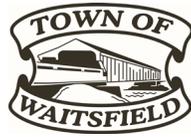
Despite these challenges, the Town, in collaboration with our outstanding FEMA team, is now on a strong trajectory toward successful project completion.

-
- **October 31, 2025:** Issued RFP for A&E services
 - **November 21, 2025:** Proposals were due; none were submitted due to cost constraints in the original RFP
 - A revised RFP without fixed cost limitations was issued, and proposals are anticipated by January 9, 2026
 - **Next Steps:**
 - Award contract in February 2026
 - Engineering work scheduled as soon as weather permits and the selected firm is available
 - Construction to replace the two culverts, as recommended by the H&H studies, is expected to start during summer to end in late autumn 2026
 - **Anticipated Completion:** By late autumn 2026

The Town is requesting a time extension until **December 31, 2026**, to complete this work. The Town understands that the scope of work written in the project must be completed by this deadline or a further request must be made to FEMA, and anything above or beyond the scope needs FEMA approval before construction begins.

Sincerely,

York Keith Haverkamp



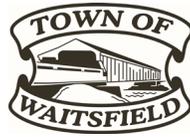
TOWN OF WAITSFIELD

Waitsfield Town Administrator

York.haverkamp@waitsfieldvt.gov

(802) 496-2780

4144 Main Street Waitsfield Vermont 05673



TOWN OF WAITSFIELD

Town of Waitsfield, Vermont

4144 Main Street

Waitsfield, Vermont 05673

1.12.2026

RE: DR4810 – Project #797837 – Category C – Roads and Bridges - Meadow Road Bridge – A&E Only – Town of Waitsfield

Dear Ms. Canarecci:

The Town of Waitsfield, Vermont, is requesting a time extension on DR4810 for the following project:

- [797837] Meadow Road Bridge – A&E Only

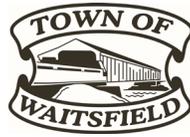
The current performance period ends on **February 20, 2026**.

The request for a time extension is due to several factors beyond the Town's control. Following the July 2024 flooding event, the Town was without a Town Administrator until nearly March 2025, which significantly delayed critical administrative processes and project coordination. In addition, fully understanding the scope and requirements of the project has taken considerable time.

FEMA has acknowledged that the bridge decking experienced additional degradation due to the flooding event; however, while it is believed that the flooding also contributed to further structural deterioration, inspection findings did not fully reflect that concern. Determining the appropriate path forward has therefore required careful evaluation.

Currently, the Town is engaged in an architectural and engineering (A&E) study to assess the bridge's health, safety, and long-term viability. This step is essential because, following the flooding event, the bridge's weight capacity was significantly reduced. VTrans has advised that if the Town cannot ensure compliance with the 8-ton weight limit, the bridge should be closed. This is a complex process, and the Town is committed to making decisions that prioritize public safety and fiscal responsibility. We anticipate that the engineering study will provide the necessary information to guide responsible action for the well-being of our community and the prudent use of taxpayer dollars.

- **October 31, 2025:** Issued RFP for A&E services
- **December 5, 2025:** Proposals were due; only one proposal was received
 - After deliberation, the Town Selectboard approved a preliminary A&E study, which will occur in the coming months
- **Next Steps:**
 - If the cost-benefit analysis shows that full rehabilitation is not financially viable, the Town will proceed with the FEMA-approved decking replacement to address current safety concerns
 - If the analysis supports full rehabilitation, the Town will pursue that option, which will extend the timeline
 - In either scenario, the FEMA-approved decking work will be completed



TOWN OF WAITSFIELD

- **Anticipated Completion:** Engineering work completed by end of Spring 2026 with construction work following as soon as feasible, tentatively starting this summer until weather allows.

The Town is requesting a time extension until **December 31, 2026**, to complete this work. The Town understands that the scope of work written in the project must be completed by this deadline or a further request must be made to FEMA, and anything above or beyond the scope needs FEMA approval before construction begins.

Sincerely,

York Keith Haverkamp

Waitsfield Town Administrator

York.haverkamp@waitsfieldvt.gov

(802) 496-2780

4144 Main Street Waitsfield Vermont 05673

1 **TOWN OF WAITSFIELD, VERMONT**

2 **Selectboard Meeting Minutes**

3 **Monday, January 26, 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:** Lisa Loomis (Valley Reporter)

9
10 **I. Call to Order:** The meeting was called to order at 6:30 pm by Brian Shupe. The meeting was
11 held in person at the Waitsfield Town Office and remotely via Zoom.

12
13 **1. Review agenda for addition, removal, or adjustment of any items per 1 VSA 312(d)(3)(A)**

14 No changes were made to the agenda.

15
16 **2. Public Forum**

17 Nobody requested time to speak to the Board.

18
19 **II. Regular Business**

20 **1. Contract for limited surveying services – Wu Ledges**

21 Mr. Shupe explained the proposal from the Conservation Commission (CC) to have surveying
22 work completed, with the first phase to be completed by Glenn Towne, who has done prior
23 extensive work regarding this property. The CC feels strongly that Mr. Towne is the person to
24 contract with for this work, as he knows the history of the property. The second phase would
25 be the completion of any field work determined to be necessary to finalize the survey. Mr.
26 Towne does not have the insurance coverage which may be required for this phase of the work,
27 but has expressed a willingness to sign a hold harmless agreement. Board members noted that
28 the first phase of the work may serve to answer most of the questions surrounding the
29 property lines and other survey details, and agreed to postpone a decision regarding a
30 contractor for the field work portion of the survey.

31
32 **MOTION:** *Mr. Babbott-Klein moved to approve a contract with Glenn Towne for Phase One*
33 *work on the proposed limited surveying at the Wu Ledges property. The motion was seconded*
34 *by Mr. Messer, and passed unanimously.*

35
36 **2. Final Budget Review and Appropriations**

37 Recent changes to the budget were reviewed, with it being noted that the Library budget had
38 been reduced slightly and that the Appropriations section had been adjusted in order to allow
39 for new requests to be voted on. The Ventrac will be paid for out of the Town Garage Facilities
40 budget. The version of the budget reviewed had a bottom line increase of 2.3%.

41
42 There was some discussion of the changing needs for MRVAS dispatch services, which will likely
43 increase in the coming months. Mr. Haverkamp will confer with Warren to determine if there is
44 potential for a discount to be requested due to both Fire Departments and now the ambulance
45 service all contracting with Capital West for dispatching.

46 It was noted that changes in electrical costs due to the age of the solar array will need to be
47 determined for future budgeting purposes.

48
49 The Capital Budget was reviewed, with Mr. Curtis explaining that reserves are being spent
50 down, but that funds will likely be available as needed in the upcoming few years if the current
51 rate of contributions is continued. It was agreed that it is likely that unassigned funds will be
52 used for covered bridge work to take place in the spring, before the FY27 budget is operational,
53 and also that the reappraisal fund is currently sufficient and does not need a contribution at
54 this time.

55
56 After some discussion and a determination of the overall budget increase if all expense items
57 which will be presented to voters are approved, it was agreed to increase the Street Tree
58 Reserve contribution by \$10K in order to address tree treatment and removal due to emerald
59 ash borer impacts.

60

61 **3. Review and Approval of 2026 Town Meeting Warning**

62 Mr. Shupe outlined the suggested changes provided through legal review, noting which of these
63 had been incorporated into the draft Warning. The Board then reviewed each Article, adjusting
64 the budget numbers and agreeing upon retaining the language regarding the allocation of LOT
65 receipts as drafted. The Article related to borrowing in advance of tax receipts was removed, as
66 Mr. Babbott-Klien had learned that this authority is granted to municipalities without the need
67 for voter approval.

68

69 Mr. Haverkamp will communicate with the landowners impacted by the one-year agricultural
70 stabilization proposal.

71

72 There was some discussion regarding the inclusion of the Article regarding the Town's
73 participating in funding a project manager position to assist with implementation of the Active
74 Transportation Corridor. Concerns were raised regarding the position potentially not being able
75 to accomplish much progress in the upcoming year, due to the current funding climate, and
76 that financing this position, as well as ongoing and future expenses related to the Corridor,
77 need to be understood more clearly. It was also noted that the Mad River Path has put in much
78 effort on the Corridor to date, and that in order to maintain momentum some assistance will be
79 necessary. It was agreed to add language to Article specifying that this is to be a one-year
80 expenditure.

81

82 **MOTION:** *Mr. Curtis moved to include the Article as amended in the Warning. The motion was*
83 *seconded by Mr. Babbott-Klein, and passed with Mr. Messer opposed.*

84

85 Regarding the Article related to adoption of an LOT, it was agreed that it is important to keep
86 the language related to the purpose of the funds, although it had been advised that this is not
87 necessary. It was confirmed that the language as proposed is in alignment with the statutory
88 allowances for an LOT. There was some discussion regarding posing a separate question for
89 each tax category, but that change was not favored by all.

90

91 MOTION: Mr. Curtis moved to approve the language for the LOT Article, to be voted on by
92 Australian Ballot. The motion was seconded by Mr. Babbott-Klein, and passed unanimously?
93 with Mr. Messer opposed?
94

95 Town report

96 Mr. Shupe will draft a Selectboard Report and circulate it for review. He noted that a Budget
97 Report should also be written. Suggestions were made for the dedication of the Town Report.
98

99 It was agreed to meet on January 29 at 4:00 pm to approve the Budget and Warning.
100

101 **4. Consent Agenda**

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

- 103 • Approve Bills Payable & Treasurer's Warrants

105 **5. Town Administrator's Report**

106 Mr. Haverkamp had nothing to add to what was included in the meeting packet.
107

108 **6. Selectboard Roundtable**

109 Nobody had anything to report.
110

111 **III. Executive Session**

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

115 **MOTION:** *A motion to enter Executive Session per 1 VSA §313(a)(1)(E) [Civil Litigation or Prosecution],*
116 *inviting Mr. Haverkamp to join, passed unanimously.*
117

118 The meeting entered Executive Session at 9:12 pm and returned to open session at 9:43 pm.
119

120 No further action was taken by the Board.
121

122 **IV. Adjourn**

123 The meeting adjourned at 9:43 pm.

124 Respectfully submitted,
125 Carol Chamberlin, Recording Secretary

1 **TOWN OF WAITSFIELD, VERMONT**

2 **Selectboard Meeting Minutes**

3 **Wednesday, January 28, 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:** Alice Peal

9

10 **I. Call to Order:** The meeting was called to order at 4:00 pm by Brian Shupe. The meeting was

11 held in person at the Waitsfield Town Office and remotely via Zoom.

12

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

14 An Executive Session was added to the agenda.

15

16 **2. Public Forum**

17 Nobody requested time to speak to the Board.

18

19 **II. Regular Business**

20 **1. Review and approval of the FY27 Budget and 2026 Town Meeting Warning**

21 Mr. Shupe reviewed the changes made to the budget during a recent review by himself, Mr.

22 Curtis, and Mr. Haverkamp, and the following was agreed upon:

- 23 • An additional \$15K was budgeted for cyber security work, this will cover \$12K in
- 24 monthly fees plus \$3K for planning.
- 25 • Budget lines with no entry for several years were deleted where appropriate.
- 26 • Mr. Curtis confirmed that he had checked all the spreadsheet formulas after it was
- 27 discovered that one was not calculating correctly.
- 28 • The Appropriations section was edited to reflect correctly those which are new and
- 29 require a separate Article.
- 30 • A reduction in Parks Maintenance by \$1K due to the amount of work taken on by
- 31 Steward MRV. (This also led to a reminder that lilacs need to be planted this spring in
- 32 front of the generator fence, to comply with the approved landscaping plan.)
- 33 • Clarification of Road Department revenue related to MRPG work, resulting in entering
- 34 the grant offset for this work as revenue.
- 35 • Confirmation that no major change to debt service payments will be reflected in the
- 36 FY27 budget, as the two loans which will be completed still require payments this year.
- 37 • Agreement that the estimated 3% increase for the Grand List is conservative, but should
- 38 be left in place for the outline of the anticipated tax rate presented in the budget
- 39 materials.

40

41 The matching funds for a Transportation Corridor grant which had been applied for by Mad

42 River Path was a point of discussion. The Board had committed to providing \$60K from the

43 Transportation Path/Sidewalk Reserve, with an additional \$60K to be provided if the grant is

44 awarded. The grant awards have not yet been announced; the current balance of the Reserve

45 is \$72K. It was agreed that there is known and potential sidewalk work to be covered through

46 that fund, that there may be other Corridor-related match requests in coming months, and that
47 the adjustments made to the budget allow for a \$10K contribution to the Path/Sidewalk
48 Reserve in the FY27 budget.

49

50 It was calculated that the draft budget reflects a 2.8% increase over the current fiscal year,
51 before any approval of special Articles.

52

53 **MOTION:** *Mr. Curtis moved to approve Waitsfield's FY27 Budget in the amount of \$2,874,507,*
54 *of which \$2,376,777 is to be raised through property taxes. The motion was seconded by Mr.*
55 *Babbott-Klein, and passed unanimously.*

56

57 Some grammar and formatting edits for the Town Meeting Warning were agreed to.

58

59 **MOTION:** *Mr. Messer moved to approve the 2026 Town Meeting Warning as finalized by the*
60 *Board. The motion was seconded by Mr. Curtis, and passed unanimously.*

61

62 **3. Consent Agenda**

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

- 64 • Minutes of 1.19.2026

65

66 **4. Town Administrator's Report**

67 Mr. Haverkamp had no highlights to report.

68

69 **5. Selectboard Roundtable**

70 Board members had nothing to report.

71

72 **III. Executive Session**

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

75

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

78

79 The meeting entered Executive Session at 5:02 pm and returned to open session at 5:17 pm.

80 No further action was taken by the Board.

81

82 **IV. Adjourn**

83 The meeting adjourned at 5:17 pm.

84 Respectfully submitted,

85 Carol Chamberlin, Recording Secretary