

1 **TOWN OF WAITSFIELD, VERMONT**

2 **Selectboard Meeting Minutes**

3 **Monday, March 16, 2026**

4 **Draft**

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

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

9 **Others Present:** Bob Cook, Emma Delphin, Hugh Johnson, Tripp Johnson

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 A request had been received from Hugh Johnson hold a discussion of Butternut Hill
16 culvert/road matters; this was added to the agenda as item 18.

17
18 **2. Public Forum**

19 Nobody requested time to address the Board.

20
21 **II. Regular Business**

22 **1. Election of Chair and Vice-Chair**

23 Mr. Shupe accepted a nomination to serve as Chair and was elected unanimously.

24 Ms. Ursprung accepted a nomination to serve as Vice-Chair and was elected unanimously.

25 **2. Adopt 2026 regular meeting schedule**

26 Some adjustments were made to the proposed meeting schedule, and the schedule was
27 adopted as amended. Meetings will be held on the second and fourth Monday of each month,
28 beginning at 6:30 pm, with adjustments made for holidays and other circumstances.

29
30 **3. Designate newspaper of record**

31 There was an acknowledgment of a proposal received from the Valley Reporter that the paper
32 continues to serve as the Board's newspaper of record.

33
34 **MOTION:** *A motion to designate The Valley Reporter as the Board's newspaper of record*
35 *passed unanimously.*

36
37 **4. Review and adopt Rules of Procedure**

38 No changes were made to the Rules of Procedure, and motion to adopt the Rules passed
39 unanimously.

40
41 Later in the meeting, it was agreed to review the Rules for possible amendments related to
42 meeting during emergency situations.

43

44 **5. Review and adopt Conflict of Interest Policy**

45 No changes were made to the Conflict of Interest Policy, and motion to adopt the Policy passed
46 unanimously.

47

48 **6. Appointments to Town Commissions**

49 It was agreed to discuss these appointments in Executive Session as a personnel matter.

50

51 **7. Consider approval of Outdoor Consumption Permit for Joy Bar**

52 Emma Delphin outlined her plans for providing service on the deck/porch area of the venue,
53 noting that the space has been reviewed and approved by the Department of Liquor Control.
54 She confirmed that all related staff training is current.

55

56 Ms. Delphin also noted that she may plan some outdoor events on the adjacent green during
57 the summer months, for which she will have more details going forward.

58

59 **MOTION:** *A motion to approve an Outdoor Consumption Permit for Joy Bar passed*
60 *unanimously.*

61

62 **8. Mad River Path update and discussion**

63 Misha Golfman was not present; it was noted that he had voiced some concern regarding the
64 impact of Waitsfield's fiscal year start on the availability of funds approved for the Route 100
65 Transportation Corridor Project Manager position, but that he had determined it was suitable
66 to move forward with advertising the position in anticipation of those funds being available
67 after July 1.

68

69 **9. Consider approval of Mad River Triathlon Public Festival Permit**

70 It was noted that there were no significant changes from last year's event.

71

72 **MOTION:** *A motion to approve the Mad River Triathlon Public Festival Permit, to take place on*
73 *April 12, 2026 was approved unanimously.*

74

75 **10. Water leak discovery and repair update**

76 It was reported that the leak which began several weeks ago had been determined to be
77 located in front of 4330 Main Street, where the Wine Shoppe is located. Kingsbury is able to
78 begin excavation of the site in the coming week, which will affect some sidewalk panels and the
79 parking spaces, but not the roadway. These areas will be backfilled and StayMat will be
80 applied, with replacement of the concrete/asphalt to take place once the weather is suitable.
81 No disruption to water service is anticipated unless the leak turns out to be on the main line,
82 although that is not believed to be the case. Users will be notified that this work will be taking
83 place, and informed of where any boil water notice will be posted if that becomes necessary. It
84 was noted that the work to be completed is to be funded by water system reserve funds.

85

86 **11. Town Garage**

87 Mr. Shupe reported on recent meetings held with the Breadloaf team, noting that some design
88 changes are being incorporated into the plans, with two items needing consideration by the
89 Board.

90 The first matter Mr. Shupe outlined is the schedule and related timing of placing orders and
91 holding a bond vote. In order to begin construction in the spring of 2027, it is likely that some
92 orders will need to be placed before a bond vote is held. Additionally, there are costs on a
93 closer horizon related to planning aspects such as site investigation and septic planning. Mr.
94 Shupe explained that, even if it is decided to hold a bond vote during the August primary
95 election rather than the November general election, it may be necessary to use Reserve funds
96 in order to stay on track for a spring 2027 start of construction. It was agreed that Mr.
97 Haverkamp will look into whether bond funds are able to be used to replenish Reserve funds
98 which have been spent on the bonded project.

99
100 The second matter Mr. Shupe brought forward was planning for a heating/cooling system. He
101 noted that there are those with preferences for propane and others who would prefer to avoid
102 use of fossil fuels, but that the planning group is currently focused on heat pump(s) for the
103 primary heat, with pellets as a back up source, and a propane fueled generator for emergency
104 situations. It was agreed by Board members that a cooling system in the break room would be
105 beneficial, and that planning for at least the infrastructure for general cooling of the building
106 might be considered. Mr. Shupe noted that Breadloaf has provided cost and other information
107 for various heating/cooling options. The Board also concurred that fossil fuels are not
108 preferred, and it was suggested that Efficiency Vermont opportunities be explored.

109
110 Mr. Messer pointed out that the decisions also need to be made regarding the salt shed; a new
111 location has been decided on, which will likely be adjusted to allow for deliveries, and the size
112 may be increased. He proposed that this work be part of the garage project.

113
114 It was also noted that there needs to be planning for continuous operation of the Road Crew
115 during construction.

116
117 The Board will review project information in more detail at an upcoming meeting, before the
118 next planning group meeting with Breadloaf, which is scheduled for mid-April.

119

120 **12. Review and consider awarding paving bid for Joslin Hill and North Roads**

121 Mr. Haverkamp reported that two bids had been received, and that Charlie Goodman had met
122 with both firms. Mr. Goodman and Josh Rogers have recommended that the contract be
123 awarded to Pike, based upon the quality of work they provided during last year's East Warren
124 Road paving. Board members reviewed the exclusions listed in each proposal, noting that they
125 would like a better understanding of what additional costs might be associated with the
126 project.

127

128 **MOTION:** *A motion passed unanimously: to accept the quote from Pike, and authorize the*
129 *Town Administrator to sign an agreement for the paving of Joslin Hill and North Roads as*
130 *outlined, conditioned on an estimate being provided by Mr. Goodman which is no greater than*
131 *20% of the bid price, for the costs of contracted work to cover the exclusions listed in bullet point*
132 *#5 which are likely to be necessary.*

133

134 **13. 4811 Main Street sidewalk**

135 Mr. Haverkamp spoke of the owner of this property having raised concerns regarding the
136 drainage at his property's sidewalk/driveway area, noting that Mr. Goodman has acknowledged

137 that this area has routinely been problematic and that he will look into corrective measures
138 that might be taken. It was agreed that the area in front of the Valley Players should also be
139 looked into, as well as the Couples' Field driveway. Mr. Shupe suggested coordination with the
140 sidewalk work that will be needed following the water line repair. Mr. Haverkamp explained
141 that Mr. Goodman may be consulting with others on best ways to address drainage, and also
142 noted that the asphalt repair in front of the Town Office will be addressed if determined to be
143 necessary after the weather has settled.

144
145 **14. Scheduling of Special Town Meeting for MRVAS and Couples' Club**

146 Mr. Haverkamp reported that The Skatium had expressed interest in being considered for
147 property tax exemption; it was agreed to keep that request separate for consideration at next
148 year's Town Meeting so that the standard process can be followed.

149
150 Mr. Haverkamp explained the logistics of holding a special Town Meeting on May 11 for
151 consideration of renewing the property tax exemptions for MRVAS and the Couples' Club
152 properties. It was noted that a Selectboard member may fill in as Moderator if Kari Dolan is not
153 available on that date.

154
155 **15. Consent Agenda**

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

- 157
- 158 • Approve Bills Payable & Treasurer's Warrants
 - 159 • Approve reappraisal contract
 - 160 • Approve Minutes of Town Meeting 2026
 - 161 • Approve Minutes of 03.02.2026 Selectboard Meeting

162 **16. Town Administrator's Report**

163 Mr. Haverkamp noted that Cemetery Trust appointments will be on the next meeting's agenda.
164

165 He also noted that the conduit for the power supply to the Town Office building was damaged
166 during winter maintenance, and that an electrician will be coordinating with Green Mountain
167 Power to remedy the situation. Mr. Messer reported that the conduit pipe next to the Village
168 covered bridge is also broken, although the wires appear to be intact. Mr. Haverkamp will
169 address this.

170
171 Mr. Haverkamp explained that he has been working with State officials to establish collection
172 of the approved LOT taxes, and will confirm that they will begin to be collected on July 1, 2026.

173
174 It was agreed that Mr. Haverkamp should begin the process to allow for a Public Hearing on the
175 updated Domestic Animal Ordinance to take place at the March 30 Selectboard meeting.

176
177 **17. Selectboard Roundtable**

178 Mr. Messer reported that the Mad River is ice free after ice jams created potential for flooding
179 over the weekend.

180
181 Mr. Babbott-Klein thanked all those who helped with town meeting organization.

182

183 Mr. Shupe reported that he, Mr. Haverkamp, Charlie Hosford, Leo Laferriere, and Curt Lindberg
184 had met to begin developing a plan for addressing potential emerald ash borer impacts to Main
185 Street ash trees. He noted that the plan will include public outreach.

186
187 Mr. Shupe reported that some improvements to Farley Park are being planned, including
188 discussions with VTrans regarding the size of the curb cut which will provide access to a small
189 parking area. He noted that May 2 has been established as the potential date for an opening
190 event at the site.

191
192 **18. Butternut Culvert**

193 Board members discussed with Tripp and Hugh Johnson the condition of the culvert on
194 Butternut Hill Road at Hugh Johnson's property, and the damage to that property which was
195 potentially due to the culvert overflowing during a flash flood in 2025. The Johnsons indicated
196 that they are requesting that the property be restored to its pre-flood condition, and provided
197 some documentation of costs they have incurred for associated work. They further explained
198 the stream/culvert configurations, and changes that have resulted from previous flooding
199 events at the site.

200
201 Mr. Haverkamp outlined the work completed in coordination with consultation with ANR staff,
202 which included excavation and installation of a header; this is intended to reduce impacts of
203 any future flooding.

204
205 Mr. Shupe confirmed that there are many undersized culverts in Town, and explained that a
206 replacement schedule is being refined, with the intent to complete this type of work on an
207 ongoing basis, rather than waiting for emergency funds to become available. Mr. Haverkamp
208 noted that the tentative schedule includes completion of a hydrologic and hydraulic (H and H)
209 study for the Butternut culvert.

210
211 The Board thanked the Johnsons for providing information for the Board to review, and there
212 was agreement that there would be continued communication on this matter.

213
214 **III. Executive Session**

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

217
218 **MOTION:** *A motion to enter Executive Session per 1 VSA §313(a)(1)(E) [Pending Litigation] and*
219 *per 1 VSA §313(a)(3) [personnel], inviting Mr. Haverkamp to join, passed unanimously.*

220
221 The meeting entered Executive Session at 8:43 pm and returned to open session at 9:30 pm.

222
223 **MOTION:** *A motion to make appoint Board, Commission, and Committee members as presented*
224 *by Mr. Haverkamp passed unanimously.*

225
226 No action was taken regarding the pending litigation matter.

227
228 **IV. Adjourn**

229 The meeting adjourned at 9:32 pm.

230 Respectfully submitted,
231 Carol Chamberlin, Recording Secretary