

1 **TOWN OF WAITSFIELD, VERMONT**

2 **Selectboard Meeting Minutes**

3 **Monday, March 30, 2026**

4 **Draft**

5

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

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

8 **Others Present:** AnnMarie Harmon, Miles Jenness, John Morris

9

10 **I. Call to Order:** The meeting was called to order at 6:30 pm by Larissa Ursprung. The meeting

11 was 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 There was an adjustment of the items included in the Consent Agenda.

15

16 **2. Public Forum**

17 John Morris was present, and it was explained to him that his liquor license renewal was an

18 item on the Consent Agenda, and he did not need to appear before the Board for the renewal.

19 John also spoke of deteriorating parking conditions involving a neighboring venue, whose

20 clientele is regularly parking in various un permitted areas, including Mr. Morris' property, and

21 also indicated his safety concerns regarding pedestrians in the area, particularly during later

22 hours with no daylight. He provided some background on his previously being required by the

23 Town to provide additional parking, and related legal issues. Mr. Morris provided some further

24 details, and the Board noted that Mr. Haverkamp and JB Weir would be in touch with him to

25 follow up on the matter.

26

27 **II. Regular Business**

28 **1. General Wait House – Parking lot completion using Staymat surface material**

29 AnnMarie Harmon outlined a proposal to complete coating the parking area at the Wait House

30 with StayMat, as well as improving the access ramp built last summer to make it more useable

31 year-round, for a cost of \$1600. This work would be completed by Travis Gendron, who built

32 the ramp and surfaced a portion of the parking area last year. Ms. Harmon also requested that

33 Joe Steger, who has completed other work at the site, be engaged to fix nine windows which

34 have cracked glass, at a cost of \$125-\$150 per window. Third, Ms. Harmon outlined the

35 opportunity to have a series of photographs provided, documenting the interior of the dairy

36 barn before renovations begin. This project, to be completed by Barrie Fisher, will provide 25

37 photos of the barn's interior, with five of those to be selected by the Town for framing and

38 display. The cost for this work is proposed at \$600.

39 Board members reviewed fund balances, and indicated that these costs would be covered

40 through the Wait House Reserve, which at this point contains funds raised through

41 donations/fundraising efforts.

42 **MOTION:** *Mr. Messer moved to approve expenditures for the three items outlined – parking*  
43 *area/access ramp work, window repair, and photography – in an amount not to exceed \$4000.*  
44 *The motion was seconded by Mr. Curtis, and passed unanimously.*

45 Ms. Harmon then noted that there are two additional maintenance items on the horizon; gutter  
46 installation to prevent dripping/ice buildup, and repair of the plaster ceiling in the dining room.  
47 Neither of these projects have had proposals submitted yet. She also outlined some safety  
48 items which are being addressed, such as exit signage and evacuation plan posters.

49 Ms. Harmon reported on the Wait House Commission's accomplishments over the past two  
50 years, listing the many repairs and improvements which have been completed

## 51 **2. Consideration of Conceptual design for the Dairy Barn**

52 Ms. Harmon presented conceptual drawings of potential interior space use in the dairy barn,  
53 explaining that these are solely meant for use for public engagement/fundraising purposes.  
54 She outlined that a quote of \$75K had been obtained for raising the barn and pouring a  
55 foundation to lower the building onto. She noted that the only architectural decision to be  
56 made before this work is undertaken is a determination of where the bathrooms will be so that  
57 plumbing can be planned for. She explained that this is the next big project to be undertaken,  
58 and that the Commission intends to have a fundraising campaign to finance the project.

59  
60 **MOTION:** *A motion to support the General Wait House Commission's moving forward with*  
61 *public outreach and fundraising for the stabilization of the dairy barn passed unanimously.*

## 62 63 **3. Warning for Special Town Meeting**

- 64 • Couples Club
- 65 • Mad River Valley Ambulance Service (MRVAS)

66 The language of the warning was reviewed and edited during the meeting.

67  
68 **MOTION:** *Mr. Curtis moved to adopt the Town Meeting warning as edited. The motion was*  
69 *seconded by Mr. Messer, and passed unanimously.*

## 70 71 **4. Village Covered Bridge inspection**

72 Miles Jenness had provided a written report of the results of his recent inspection of the bridge  
73 joists, noting that only 11 of the 46 are intact. His report recommended closing the bridge until  
74 repairs can be completed; there is currently signage in place noting that the bridge is for car use  
75 only, with no trucks allowed. Mr. Jenness explained that he would be providing two quotes for  
76 the repair work, one for the work to be completed in a non-emergency time frame, and one  
77 that would allow for the work to be undertaken immediately. Mr. Haverkamp noted that he  
78 would obtain quotes from other local providers as well. Mr. Jenness indicated that the repair  
79 work would likely require three to three and half weeks of bridge closure.

80  
81 Mr. Haverkamp explained that he is working to complete an application for a VTrans Structures  
82 grant, and noted that the State is looking for more information for the depth/extent of rot in  
83 the bridge's timbers. Mr. Jenness has provided a quote of \$4K for further testing, which would  
84 document this information to a greater level of detail than is included in the current report.

85

86 There was some discussion of grant applications, the timing of the bridge work, pertinent  
87 Reserve fund balances, allowances for sole source contracting, and public communication  
88 efforts. It was agreed that it will be necessary to move quickly on this matter, and that action  
89 will be taken once quotes have been received.

90

91 **4. Animal Control Ordinance – Review and consider adoption**

92 The updated draft of the Ordinance was reviewed and updated during the meeting.

93

94 **MOTION:** *Mr. Babbott-Klein moved to adopt the Animal Control Ordinance as finalized during*  
95 *the meeting. The motion was seconded by Mr. Messer, and passed unanimously.*

96

97 **5. Wastewater Project update**

98 Mr. Haverkamp provided an update on the Wastewater Project progress, noting that the 90%  
99 design will be complete shortly, bidding is to begin in early June, associated easement and legal  
100 work is taking place, and that an ordinance is being drafted. He explained that there are  
101 approximately 2.5 acres on the Munn site where trees must be removed, and that this work  
102 needs to take place before April 15 to avoid impacts to bat nesting. Several quotes for this  
103 work had been received, and were reviewed. The lowest bid received was from Emerson and  
104 Sons; the bid did not contain much in the way of specifics, but Mr. Haverkamp reported that he  
105 had spoken with the firm, and that information would be included in a contract regarding the  
106 majority of the trees being chipped and sold to Burlington Electric, with some also to be  
107 processed as a harvest.

108

109 **MOTION:** *Mr. Babbott-Klein moved to contract with Emerson and Sons Logging for tree*  
110 *removal at the Munn site, and to authorize the Town Administrator to sign related documents.*  
111 *The motion was seconded by Mr. Curtis, and passed unanimously.*

112

113 **6. Town Garage Project — Review Breadloaf Corporation's recommendations on**  
114 **geotechnical and hazardous materials assessment proposals and consider**  
115 **contract award(s)**

116 Mr. Haverkamp outlined the timeline for this project, noting that the plan is to go out to bid in  
117 time to have the construction take place in the spring of 2027. He reported that there are two  
118 pieces of work that need to be completed in the near term in order to keep that timeline valid;  
119 a Phase 1 Environmental Assessment and Geotechnical Engineering (soil boring) work. After  
120 receiving several bids for this work, Breadloaf had provided recommendations that KAS Services  
121 undertake the Phase 1 Assessment at a bid of \$3174, and SWCE Services provide the  
122 geotechnical engineering work at a bid of \$29,437. It was confirmed that Reserve funds are  
123 available to be used for this work.

124

125 **MOTION:** *Mr. Babbott-Klien moved to approve awarding contracts for environmental and*  
126 *geotechnical assessment work as recommended by Breadloaf, and to authorize the Town*  
127 *Administrator to sign related documentation. The motion was seconded by Mr. Messer, and*  
128 *passed unanimously.*

129

130

131 **7. Meadow Road Bridge update**

132 A new memo had been received from DuBois & King, outlining the bridge deterioration and  
133 recommending a full replacement. Once the VTrans report completed prior to July 2024 is  
134 received, Dubois & King will compare its findings with current documentation of the bridge's  
135 condition, in order to determine the extent of damage to the bridge (other than to the decking  
136 deterioration) that resulted from the excessive use by heavy truck traffic following the July  
137 2023 storm event.

138  
139 VTrans has recommended that the bridge be closed if the Town is not able to enforce an 8-ton  
140 vehicle weight limit. It was agreed to install cameras at the bridge site.

141

142 **9. Consent Agenda**

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

- 144 • Approve Bills Payable & Treasurer's Warrants
- 145 • Approve reappraisal contract
- 146 • Approve Minutes of 03.16.2026 Selectboard Meeting
- 147 • MRGP Annual Report Form
- 148 • Approve Flemer Field Use form – Lacrosse
- 149 • Approve Public Festival Permits for Waitsfield Farmers' Market and Mountain Gardeners  
150 Plant Sale
- 151 • Approve the following Liquor, Tobacco, and Tobacco Substitute Licenses
  - 152 ○ Cousins Brewing LLC – First Class Restaurant/Bar License and Outside  
153 Consumption Permit
  - 154 ○ American Flatbread – First Class, Third Class, and Outside Consumption Permit
  - 155 ○ Lawson's Finest Liquids – First Class, Second Class, Third Class, and Outside  
156 Consumption Permit
  - 157 ○ Shaw's (Brockton Corp.) – Second Class License, Tobacco and Tobacco Substitute  
158 License

159

160 **10. Town Administrator's Report**

161 Mr. Haverkamp reported that he is working with VTrans to establish the curb cut for the Farley  
162 Park, and that the Mad River Path had received the \$600K grant for the Mill Brook path section,  
163 for which the Town will need to provide the approved matching funds.

164

165 **11. Selectboard Roundtable**

166 The timing of the May 11 Special Town Meeting and Selectboard meeting was confirmed.

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 8:39 pm and returned to open session at 9:24 pm.

176

177 No further action taken by the Board.

178

179 **IV. Adjourn**

180 The meeting adjourned at 9:24 pm.

181 Respectfully submitted,

182 Carol Chamberlin, Recording Secretary