

1 **TOWN OF WAITSFIELD, VERMONT**

2 **Selectboard Meeting Minutes**

3 **Monday, April 27, 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:** John Connell, Elizabeth Cota, Wayne Cota, Misha Golfman (Mad River
10 Path), Angie Harbin (Downstreet), Lisa Loomis (Valley Reporter), Peggy Mulhern (Downstreet),
11 Alice Peal, Sam Talbot-Kelly (Mad River Arts), Jessica Tompkins

12
13 **I. Special Health Board Meeting Call to Order:** The meeting was called to order at 6:02 pm by
14 Brian Shupe. The meeting was held in person at the Waitsfield Town Office and remotely via
15 Zoom.

16
17 **1. Review agenda for addition, removal, or adjustment of any items per 1 VSA 312(d)(3)(A)**

18 No adjustments were made to this agenda.

19
20 **2. Consider issuance of a Health Order at Vermont Mobile Home Park**

21 Mr. Shupe provided a recap of the previous meeting with Vermont residents, and outlined
22 that the septic system, waste management, standing water, and the water system fall under
23 the purview of the Health Board. He noted that the septic system problems have been an
24 ongoing issue, and that he and Mr. Messer had walked the site and had concerns. He spoke of
25 poor access to dumpsters as well as poor pet waste management and a lack of compliance with
26 the Town's Animal Control Ordinance, noting that this is a management as well as a Town
27 concern. Mr. Shupe also noted the standing water on the site, which he indicated may be a
28 result of the work done on the property's water system in the fall of 2025 and a subsequent
29 lack of final grading. He explained that he was aware of February correspondence between
30 Downstreet and Nate Fredericks of Simon Operating Systems, the Town's Water System
31 operator, and that a walkthrough of the site was scheduled in upcoming days.

32
33 Ms. Cota reported that the dumpster area had been cleaned up.

34
35 It was noted that mailbox matters had also been mentioned at the previous meeting, but that
36 this was not part of the health issues needing to be addressed.

37
38 Mr. Shupe reported that correspondence had been received from Jenny Hyslop of Downstreet,
39 which outlines potential actions to be taken. He requested that Ms. Harbin review the list and
40 indicate what will be done to address the multiple health issues.

41
42 Ms. Harbin first apologized for the lack of communication from Downstreet experienced by
43 Vermont residents, and noted that Ms. Hyslop's position had been created, and also that a
44 community communications specialist was to be hired, in order to work on better
45 communication going forward. She confirmed that a community meeting had been scheduled
46 for May 4, to provide an opportunity for residents to meet with Downstreet staff.

47

48 Ms. Harbin also explained that an initial cleanup assessment had been completed, and that a
49 community cleanup day was scheduled for May 14. New bear proof dumpsters had been
50 ordered, and research was being completed regarding installing fencing around the dumpster
51 area.

52

53 Mr. Shupe inquired about the management of individual lots, noting that open composting
54 practices have been reported. Ms. Harbin indicated that there is the potential for creation of a
55 park rule to manage this issue. She explained that a lease violation may be issued for yard
56 areas not being in compliance with such rules, but that enforcement is limited by what is
57 allowed in statutory tenant laws.

58

59 Ms. Harbin also indicated that efforts are underway to have a contractor begin work by mid-
60 May to work on addressing the soil shifting and settling which has taken place. She noted that
61 water testing was completed following the water line work. Mr. Shupe explained that the curb
62 stops need to be flush with ground level, and confirmed that further conversation about these
63 matters will take place when Nate Fredericks is available. Ms. Cota reported that the water
64 pressure at her residence is often too high; this will also be discussed with Mr. Fredericks.

65

66 Ms. Harbin then outlined that addressing septic issues is more complex, noting that in
67 conversation with Grenier Engineering it had been determined that the system design is not yet
68 fully implemented, that there may potentially be further engineering undertaken to eliminate
69 the need for a three-phase pump, and that a new pump station has been purchased but its
70 installation will not be completed until related details have been ironed out. Mr. Shupe noted
71 that he and Mr. Messer had visited the site and observed that both ends of the mound system
72 have standing water in place, although they noticed no odor. Ms. Peal commented that
73 ownership transfers may not have included information regarding annual system maintenance
74 needs; Ms. Harbin confirmed that pumping and regular filter changes have been taking place.

75

76 Ms. Harbin confirmed that there will be more frequent property walk throughs and advised
77 that residents should contact the Town for dogs running loose.

78

79 There was some further discussion of the root encroachment into septic lines which had been
80 noted at the previous meeting, as well as the incidents reported where septic backup had
81 entered homes. Ms. Harbin spoke of the water lines running above the septic lines; Mr. Shupe
82 indicated that the Town is looking for further investigation into this matter as part of the water
83 system inspection and clarification which is to take place.

84

85 Board members emphasized the need for good management at the property, as well as
86 effective communication with the residents, as the frustration they are experiencing is not
87 acceptable.

88

89 It was agreed that the Health Board will meet again on June 8 as part of that Selectboard
90 meeting.

91

92 The Board requested that if anything regarding the water system is addressed in the meantime,
93 that Mr. Messer and Mr. Haverkamp should be kept informed.

94

95 **4. Adjourn**

96 The Health Board meeting adjourned at 6:42 pm.

97 **II. Selectboard Meeting Call to Order:** The meeting was called to order at 6:42 pm by Brian
98 Shupe. The meeting was held in person at the Waitsfield Town Office and remotely via Zoom.

99
100 **1. Review agenda for addition, removal, or adjustment of any items per 1 VSA 312(d)(3)(A)**
101 Mr. Shupe noted that the Treasurer’s Report was not yet finalized for presentation, and listed
102 several liquor and tobacco licenses to be added to the Consent Agenda. Mr. Babbott-Klien
103 asked that consideration of a letter to legislators regarding retention of LOT receipts be added.

104
105 **2. Public Forum**

106 Nobody requested time to speak.

107
108 **III. Regular Business**

109 **1. Treasurer’s Report**

110 Mr. Shupe indicated that the report is positive overall, and that specifics would be provided at
111 the next Board meeting.

112
113 **2. Mad River Path**

114 Mad River Path/Mad River Arts exhibit

115 Misha Golfman and Sam Talbot-Kelly spoke of their collaboration on art installations planned
116 for placement along the Heart of the Valley trail. Ms. Talbot-Kelly presented slides of an
117 interactive sculpture designed by John Connell for placement opposite the Shaw’s parking lot,
118 as an example of the type of installations being planned. She confirmed that this is intended to
119 be a four-season display, and was advised to consult with the Zoning Administrator regarding
120 any need for permitting, as well as the property owners for permission to install such
121 sculptures, as this is not Town-owned land.

122
123 Mad River Path/Mad River Riders Merger

124 Mr. Golfman provided an update on this merger, explaining that both boards had voted in
125 favor, and that it is planned to finalize the merger on October 1. Work continues on
126 establishing a new name, vision, and values, reflecting the culture of inclusivity intended to be
127 fostered by the joining of the two groups. A new stewardship coordinator position will be
128 established by the end of the year. Mr. Golfman confirmed that the CRV work will continue,
129 with the merged group continuing to work on the goals established by that effort, and noted
130 the launch of the Attitude of Gratitude project resulting from that work.

131
132 Millbrook Project Documents

133 Mr. Golfman outlined the need to designate a primary municipal contact for the work to be
134 completed through a \$600K VTrans Alternative Transportation grant awarded for construction
135 of a trail connecting Lareau Farm to Dugway Road, which includes a bridge crossing the Mill
136 Brook. He explained how an agreement with Warren allows for him to be the primary contact
137 for the trail work along the Sugarbush Access Road; Mr. Golfman is the primary contact for the
138 project, with Rebecca Campbell (Town Administrator) copied on all correspondence. Mr.
139 Golfman also proposed that the newly established Implementation Coordinator position at
140 MRP serve as the municipal project manager for this project, which will be a financial benefit as

141 it would then not be required to hire an outside party for this aspect of the work. Mr. Golfman
142 outlined that the project would likely take a minimum of three years to complete, noting that
143 the NEPA and other work required through the federal grant program often requires lengthy
144 times for responses to required input. He explained that designation of a primary town contact
145 and a decision regarding the project manager position are needed, as VTrans requires a
146 response shortly.

147
148 Some questions arose regarding signatory authority and what level of decision making would
149 be granted to Mr. Golfman if he is designated as the primary municipal contact. He explained
150 that he would not be managing payments, but would be making decisions regarding
151 implementation of the project, and that his proposal is intended to save Mr. Haverkamp some
152 of the logistical burden of the coordination of work needed to complete the project.

153
154 It was agreed that Mr. Haverkamp will be included as the primary municipal contact at this
155 point, and that Mr. Golfman will let VTrans know that this will likely be changing. He and Mr.
156 Haverkamp will draft an MOU for Board review, which if agreed to will allow for Mr. Golfman to
157 serve as the primary Town contact going forward.

158

159 **2A. LOT Revenues**

160 Mr. Shupe outlined the information provided by VLCT, and noted that he would be able to
161 support some of the excess funds being returned to all towns for transportation expenses, but
162 that some greater percentage of receipts should be returned to municipalities in some form.
163 Mr. Babbott-Klien offered to draft a letter as official communication from the Board regarding
164 this matter.

165

166 **MOTION:** *Mr. Babbott-Klein moved to approve his drafting of a letter to the Town's legislators*
167 *supporting an increase in the percentage of LOT revenues being returned to towns to be used*
168 *for municipal purposes, based upon VLCT's statement on the matter. The motion was seconded*
169 *by Mr. Messer, and passed unanimously.*

170

171 **3. Village Covered Bridge Update**

172 Mr. Haverkamp reported that a second opinion regarding the status of the covered bridge
173 summarizes that immediate repair may not be as imperative as the report from Mr. Jenness
174 had indicated. May 5 has been scheduled as a date to pull up some of the planks to inspect the
175 condition of the bridge supports and to provide contractors with an opportunity to view these
176 conditions; it was agreed to make further decisions regarding the timing of necessary bridge
177 repair at the May 11 Board meeting. Public outreach will continue regarding the reduced
178 weight limit which has been imposed.

179 **4. Street Sweeping Update**

180 Mr. Haverkamp reported he received a quote from Kingsbury for this work, and also
181 communicated with VTrans, stressing the importance of their addressing the cleanup of this
182 section of Route 100. A response had been received, indicating that some work would be done
183 in the near term and full effort to be taken on in May.

184

185 Mr. Haverkamp also reported that a VTrans permit is in place for work along the roadway in
186 front of the Town Office building.

187
188
189
190
191
192
193
194
195
196
197
198
199
200
201
202
203
204
205
206
207
208
209
210
211
212
213
214
215
216
217
218
219
220
221
222
223
224
225
226
227
228
229
230
231

5. Local Emergency Management Plan (LEMP)

Mr. Messer reviewed the Plan, noting that it had been updated and was ready for submission, which is required annually following Town Meeting. He noted that this is a working document, and provides beneficial guidance during an emergency event. Mr. Messer also suggested that those Board members who have not yet taken ICS training do so.

MOTION: *Mr. Messer moved to adopt the updated LEMP. The motion was seconded by Mr. Babbott-Klein, and passed unanimously.*

6. Consent Agenda

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

- Approve Bills Payable & Treasurer’s Warrants
- Approve Minutes of 2026 Town Meeting
- Approve Minutes of 04.13.2026 Selectboard Meeting
- Approve LEMP and authorize signing of LEMP Adoption Form
- Approve renewal of a First and Third Class Liquor License for the Round Barn Farm
- Approve renewal of a Second Class and Tobacco License for the Waitsfield Wine Shoppe
- Approve renewal of a Third Class Liquor License and Outdoor Consumption Permit for Mad Taco
- Approve renewal of an Outdoor Consumption Permit for Scrag and Roe
- Approve renewal of a Second Class Liquor License for Von Trapp Farmstead

11. Town Administrator’s Report

Mr. Haverkamp highlighted some items included in his written report:

- The Tremblay Road bridge inspection report will be reviewed by Josh Rogers, as he and Charlie Goodman believe the road crew can accomplish most of the repairs needed
- 250th Anniversary flags will be flown on both covered bridges – Mr. Messer asked that they be donated to the Historical Society when taken down.
- The final DuBois & King memo regarding the Meadow Road bridge is available, concurring that the weight limit of 8 tons needs to be enforced or the bridge should be closed; they found no evidence of post-flood use creating damage to the bridge other than the decking deterioration previously identified. The report also notes that it is not recommended to put any repair money towards the bridge, as it should be replaced. The possibility of installing a temporary bridge may be pursued if one is found to be available. There was some discussion regarding how to enforce the weight limit, as the cameras which were installed are recording use by various overweight vehicles. It was agreed to continue conversations with Miles Jenness regarding the possibility of replacing the bridge with a covered bridge through the Timber for Transit grant program.

12. Selectboard Roundtable

Mr. Ursprung noted that a Rural Resource Commission meeting had been scheduled, at which potential grant opportunities would be reviewed.

232 It was confirmed that a quorum of the Board is available for the May 11 meeting, although Mr.
233 Curtis will not be available. Mr. Haverkamp will reach out to MRVAS and the Couple's Club to
234 ensure they are aware of the Special Town Meeting.

235
236 Mr. Babbott-Klein asked about the success of offering residents an opportunity to receive town-
237 related emails by signing up for those at Town Meeting; Mr. Haverkamp reported that nobody
238 had signed on to receive emails, but that the agenda is mailed on a regular basis to almost 140
239 addresses.

240
241 Mr. Babbott-Klein noted that the MRVPD meeting packet is posted to their website each
242 month, and that it contains a range of useful information, including potential grants for
243 individual property owners with specific needs, such as work on historic buildings.

244
245 **IV. Executive Session**

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

248
249 **MOTION:** *A motion to enter Executive Session per 1 VSA §313(a)(1)(E) [Pending Litigation]*
250 *inviting Mr. Haverkamp to join, passed unanimously.*

251
252 The meeting entered Executive Session at 8:29 pm and returned to open session at 9:04 pm.

253
254 **MOTION:** *Mr. Babbott-Klein moved to authorize the Town Administrator to draft a letter in*
255 *consultation with town attorney regarding the matter discussed in Executive Session. The*
256 *motion was seconded by Mr. Messer, and passed unanimously.*

257
258 **V. Adjourn**

259 The meeting adjourned at 9:05 pm.

260 Respectfully submitted,
261 Carol Chamberlin, Recording Secretary