TOWN OF WAITSFIELD, VERMONT
Selectboard Meeting Minutes
Monday, June 29, 2026
Draft

Members Present: David Babbott-Klein, Chach Curtis, Fred Messer, Brian Shupe, Larissa Ursprung
Staff Present: York Haverkamp, Town Administrator
Others Present:

I. Call to Order: The meeting was called to order at 4:00 pm by Brian Shupe. The meeting was held in person at the Waitsfield Town Office and remotely via Zoom.

1. Review agenda for addition, removal, or adjustment of any items per 1 VSA 312(d)(3)(A)
No adjustments were made to the agenda.

2. Public Forum
Nobody requested time to address the Board.

II. Regular Business

1. Town Garage Update
Mr. Haverkamp spoke of the Town's Procurement Policy allowing for entering into a contract with MH2 Architecture Studio, the new firm formed by former principles of Breadloaf, as that would allow for continuity of the Garage project. He reported that the had met with Mitch Hager and Micheal Housley of MH2 regarding further design development, and had also met with ReArch and DEW Construction, and will be meeting with Stewart Construction, regarding the possibility of their taking on the Construction Manager role for the project.

It was agreed that Mr. Haverkamp will request a proposal from MH2, and potentially finalize an agreement for approval at the next Board meeting.

Mr. Haverkamp noted that he is working to move forward on the Phase 2 environmental assessment which is needed for the site; at this point no proposals have been received upon which to base a cost estimate.

2. Waitsfield Community Wastewater Project – CWSRF loan
The related application and resolution documents were available for review in the Board's meeting packet.

MOTION: *Mr. Curtis moved to adopt a resolution authorizing the filing of the CWSRF loan application for the Waitsfield Community Wastewater Project and designating the Town Administrator as the authorized representative of the Town of Waitsfield for purposes of furnishing information, data, and documents pertaining to the project as required by the State of Vermont. The motion was seconded by Mr. Babbott-Klein, and passed unanimously.*

3. Tentative Tax Rate

Mr. Haverkamp reported that the tentative tax rate is $0.5915, slightly above the current year's rate. He confirmed that the State has advised that the current appraised value for Waitsfield Telecom should be used in the tax rate calculation, although it is anticipated that the appraised value may be lowered following completion of the grievance process. Board members expressed some concern that this will necessitate the use of approximately $140K of undesignated fund balance to cover the shortfall which may be created.

It was agreed that Mr. Haverkamp should work with Steve Lewis and Sandy Gallup to determine what amount of undesignated fund balance would need to be applied in order to keep the upcoming year's tax rate level. He will also get further information regarding the Grand List total and annual increase, as well as some related information for Warren and Fayston.

4. Meadow Road Bridge – DuBois & King – Consider authorizing the Town Administrator to

Mr. Haverkamp noted that the pothole repair on the bridge would take place on July 1, weather permitting.

He then outlined the FEMA approval received for deck repair costs (which FEMA has confirmed may be used for other aspects of bridge repair/replacement), and the related proposal from DuBois & King for providing a conceptual opinion of the deck repair cost, for an amount not to exceed $6K.

MOTION: *Mr. Messer moved to approve an Engineering Services Agreement with DuBois & King, for an amount not to exceed $6K, to provide an estimate of Meadow Road Bridge deck repair costs. The motion was seconded by Mr. Curtis, and passed unanimously.*

5. Consent Agenda

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

- Approve Bills Payable & Treasurer's Warrants
- Approve renewal of a First Class Liquor License and Outdoor Consumption Permit for Mad River Inn

10. Town Administrator's Report

- Crosswalks – Flags and holders have been ordered, to be installed at the corner of Bridge and Main Streets for use in a pedestrian crossing system.
- Line striping – The possibility of a crosswalk on the east side of the Covered Bridge was raised. It was agreed that cyclist icons should be painted on Bridge Steet and East Warren Road.

11. Selectboard Roundtable

Mr. Curtis spoke of the support Charlie Goodman had provided for Josh Rodgers, and Board members agreed that any assistance and assurance they are able to provide to Mr. Rodgers would be beneficial. Mr. Messer confirmed that the Statehouse did fly the State flag at half mast on June 27, and that a Resolution regarding Mr. Goodman would be provided.

Mr. Shupe noted that Chuck Martel had reached out with concerns about additional Fire Department expenses that had not been included in the budget; it was agreed that the Fayston and Waitsfield Boards will meet in September to discuss this and related Fire Department matters.

IV. Adjourn

The meeting adjourned at 4:49 pm.

Respectfully submitted,
Carol Chamberlin, Recording Secretary