

**TOWN OF WAITSFIELD
SELECTBOARD AGENDA FOR
Monday August 24th, 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 PM

1. Additions, removals or modifications to the meeting agenda pursuant to 1 V.S.A. § 312(d)(4)
2. Public forum

II) Regular Business.

1. Hearing on an alleged violation of the Domestic Animal Control Ordinance (dog attack on livestock). Review of the incident and possible direction on enforcement under the ordinance.
2. Green Mountain Valley School (GMVS) Fall Orientation Event – Friday, September 11th – Sam Jackson
3. Planning Commission appointment: Consider appointing James Senterfitt to fill the vacancy for the remainder of a four-year term that began in 2026 (expires 2030).
4. Community Wastewater Ordinance – initial discussion and next steps
5. Downstreet/Verdmont update – Property Management
6. Tier 1b Act 250 status: Consideration and possible adoption of a resolution.
7. Meadow Road Bridge – Consider approving a proposal from Tyler Billingsley for early design and cost estimating, in preparation for a March 2027 bond vote.
8. Work plan review
9. Town Garage Update
10. Fire Hydrant quotes, for corner of East Warren and Rolston Roads: Review of quotes and possible awarding of contract
11. Federal Award Cash Management and Cost Allowability Procedures: Consider adopting written procedures governing how the Town manages cash draws and determines allowable costs on federal grant awards.
12. Consent Agenda
 - a. Warrant
 - b. Minutes from August 10th, 2026
 - c. Errors and Omissions (E&O) correction, Parcel 040008000
 - d. Town Garage roadside mower accounting
 - e. Irene 15 Public Festival Permit

13. Town Administrator's Report – Information

14. Selectboard Roundtable – Discussion

III) Proposed executive session(s)

- a. **Proposed executive session** — a disciplinary or dismissal action against a Town employee, pursuant to 1 V.S.A. § 313(a)(4).
 - i. Move to enter executive session to discuss a disciplinary or dismissal action against a Town employee under 1 V.S.A. § 313(a)(4), and to invite the Town Administrator to attend.
- b. **Proposed executive session** — wastewater easements, pursuant to 1 V.S.A. § 313(a)(2).
 - i. Move to enter executive session to discuss the negotiating or securing of real estate interests (easements) related to the community wastewater project under 1 V.S.A. § 313(a)(2), and to invite the Town Administrator (and Joshua Schwartz) to attend.
- c. **Proposed executive session — Town Garage construction contract, pursuant to 1 V.S.A. § 313(a)(1).**
 - i. Move to enter executive session to discuss the Town Garage construction contract with Connor Contracting, the premature public knowledge of which would clearly place the Town at a substantial disadvantage, under 1 V.S.A. § 313(a)(1), and to invite the Town Administrator to attend.

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
August 24th, 2026

You know, with every challenge there is an inherent branch in the road, or at least that is how I see it. One branch leads to a barrier, the other to an opportunity.

Recently we faced a challenge with three sugar maples in declining health. Losing these trees is tough for our community, a real loss. But from that loss came a number of good things. We created work for a local arborist company. We are saving sections of the wood to make cool wood products that will help raise funds for the Joslin Memorial Library. Some of the log sections are now in place in the park for children to sit on during library activities and general park play. And we now have an opportunity to plant new street trees, add landscaping, and keep building a Waitsfield we can all be proud of.

No one took any pleasure in removing these trees. But they were in active decline, and I will continue to see challenges like this one as opportunities.

My thanks to Whitney Trees for partnering with the Town on this project, keeping everyone safe, and leaving a clean park for all to enjoy. Photo credit goes to Whitney Trees.



Hearing on an alleged Domestic Animal Control Ordinance violation, August 8 goat incident

About this hearing. This is a hearing, not a back-and-forth discussion. To keep things orderly and fair to everyone, we follow a few simple ground rules based on Robert's Rules of Order. When you are called on, please direct your comments to the Selectboard rather than to other people in the room. This is not a conversation between neighbors across the floor; it is a chance for the board to hear from each person in turn. Everyone who is called on will have an opportunity to speak, and we ask that all comments stay respectful and productive so the board can hear what it needs to and reach a fair decision.

Why this is on the agenda. The board will hold a hearing on an alleged violation of the Town's Domestic Animal Control Ordinance arising from a dog attack that killed three goats on August 8, 2026. The goats belong to Mary Beth Herbert, who is under contract with the Town as part of our Japanese knotweed eradication work. This is the second significant dog incident the Town has dealt with under the ordinance this year, following the off-leash dog that killed a smaller dog earlier in the season.

What happened, in brief. According to the Animal Control Officer's report, a dog named Shadow (an Alaskan Husky) was being cared for by a dog sitter, Deidra Darr, and was left leashed inside a parked car near Fiddler's Green. The dog chewed through its lead, bolted when the door opened, ran through Fiddler's Green, crossed the Mad River, and jumped a four-foot fence into Ms. Herbert's goat enclosure. Ms. Darr and several others tried and failed to stop the attack. Ms. Herbert broke it off on arrival and called her vet. Three of the twenty-nine goats were ultimately lost. The remaining goats scattered up Wu Ledges and were not recovered until later. The dog's owner is identified in the report as Keith Morris.

The ACO's finding. The Animal Control Officer, Fred Messer, concluded that because the dog had been both leashed and confined inside a closed vehicle, the sitter took adequate precautions and the dog was not "running at large" as the term is used in the ordinance. He characterized the event as an unfortunate accident and noted that Ms. Darr sought help immediately and tried to stop the attack.

The goat owner's position. Ms. Herbert has additional concerns she intends to raise with the board directly at the meeting. The hearing will be an opportunity to hear from all sides in a respectful and productive way.

Related item, trailhead signage. Separately, the Mad River Paths dog-information signs have been stolen from nearly all trail kiosks since late June, roughly \$4,000 worth by the trail group's estimate. Twenty temporary signs have been ordered and should be installed at trailhead kiosks by the end of next week, attached with security screws to deter further vandalism. Replacement signage content and funding are still being worked out. Mock-ups of proposed permanent signs are in progress and can be presented to the board. Misha plans to be part of this conversation.

What the board is being asked to do. Hold the hearing, take testimony from the parties present, and give direction on enforcement under the ordinance.

Trail signage update. Separately, I have been working on dog signage for the town trails that are not part of the Mad River Path system. I have found a sign vendor and am moving ahead on this. The goal is simple, informative signage that makes clear our expectation that all dogs be leashed on these trails. I will bring proposed designs to the board as they come together.

Link to Ordinance regulating domestic animals:

https://www.waitsfieldvt.gov/fileadmin/files/Ordinances/Domestic_animal_control_ordinance_revised_3.16.2026 Updating_Final.pdf?fbe397b30544f1250fcb82a630d2675ef4181285

GMVS Fall Orientation Event

Sam Jackson from Green Mountain Valley School will be at the meeting to run the school's fall orientation plan by the Board. The event is set for Friday, September 11, and is similar to what GMVS ran last year. Sam wants to make sure the school is meeting any town requirements and keeping the impact on Waitsfield residents to a minimum. He'll walk the Board through the details that touch the town and answer questions.

Email from Sam:

I'm writing to check in with you and the Waitsfield Select Board about a GMVS orientation event (this is more or less the same as the event we ran last year) that we are hoping to run again this year on Friday, September 11. I know that there's a Select Board meeting on August 24th, and I'm wondering if there would be any possibility that I could get on the agenda for that meeting? That would allow me to run our plan by the Select Board again and make sure that we were doing everything we needed to have as little impact on Waitsfield residents as possible, and that we meet any town requirements. If you can let me know if that would work, or if there's a better way to communicate with the Select Board, that would be great. If it's easier for me to just write up the details of the plan that will impact Waitsfield and email that to you and/ or the Select Board I'd be happy to do that as well.

Thank you
Sam Jackson

Planning Commission Appointment

Before you is a recommendation from the Planning Commission to appoint Jimmy Senterfitt to the commission. His email below explains his interest and relevant experience, which is considerable, spanning healthcare executive leadership, small business ownership, and years of appearing before planning and zoning boards in several states.

Dear York Haverkamp Administrator & Waitsfield Selectboard Members,

Please accept this email as my letter of interest in serving on the Waitsfield Planning Commission. I'm like a lot of MRV newcomers with a story of how, 'we've been coming to VT forever on vacation'; ours was getting married on Saltash MT in the middle of 3yrs '77-'79 as camp directors & RNs, at the Farm & Wilderness Foundation Camp in Mt Holly VT & coming back to ski every year while raising our kids in WMASS & CT. My wife Colleen and I are now thoroughly enjoying our 6th summer in the MRV and 3rd year as full time Waitsfield residents and neighbors to our kids & grandkids.

As a retired healthcare executive & small business owner, I have always had an active interest in my local & state government and the effects that miscellaneous business, planning & zoning regulations have on the community's growth, development and well being. In my capacity as a H'care Exec, I had occasion to testify regularly before MA, CT & NY state legislative committees on healthcare & health insurance related legislation. In that capacity I also had regular occasions of appearing before local planning & zoning commissions in Western MA & the Berkshires on behalf of different hospital and healthcare organizations' where we were building 2,500 to 25,000sqft medical facilities. And I made several presentations to the Lewis & Clark County Planning Commission & to the L & C

County Commissioners, as a private developer seeking approval of a five (5) lot & a three (3) lot subdivision in Helena, MT. And finally, from 2018-2023, as owner of a small fleet of cabin cruisers & houseboats set up as B&B rentals based in Boston, MA, I had occasion to work with the Mayor's Office on drafting and implementation issues re the City's initial STR + B&B regulations.

I met JB 2yrs ago when I came into Town Hall for a building permit to rehab & expand our house on North RD and when I came back to discuss the AG-Res zoning district's allowable or possible home business. I found him knowledgeable, affable & informative.

So after a year+of supporting local house builders & the local H'care system with a few new parts, I'm now looking for more engaging activities. I believe VT is facing big challenges in managing its growth & development, planning & securing infrastructure needs. And in keeping a balanced approach in the pursuit of new efficiencies & economies and maintaining the physical beauty & unique cultural nature of small town VT.

I think my professional experiences in New England & Montana, a history of community involvement and a desire to help guide creative compromises when complete consensus is not always available on the tough issues suggest I'd be a good fit for the job.

Respectfully,

James D 'Jimmy'
Senterfitt

Community Wastewater Ordinance – Beginning the Conversation

Presenting the proposed Wastewater Ordinance before the board to begin what will be an important and deliberate conversation. Included in the packet is a summary of the draft ordinance dated August 21, 2026. Our goal Monday is not to ask the board to adopt anything or to settle any particular question. It is to introduce the framework, give everyone a chance to absorb it, and agree together on a plan and timeline for how the board takes this up in the weeks ahead.

This is a foundational piece for the Community Wastewater Project. The ordinance is what will govern how the system is actually used once it is built: who can connect, how capacity is allocated, how users are charged, and how the system is protected and maintained over time. It ties directly back to the goals we have carried through this whole project, protecting water quality in the Mad River, addressing failing septic systems, supporting year-round housing and Valley businesses, and reinforcing our village settlement pattern, all while keeping user rates affordable. Getting this document right matters as much as getting the infrastructure right, because it is the rulebook the community will live with for decades.

To orient the board, the draft is organized into six articles. In broad strokes: Article 1 covers authority, purpose, and definitions. Article 2 governs use of the system, establishing the service area (Irasville and the Waitsfield Residential and Village District, matching the existing water service area), connection requirements, and design flows. Article 3 addresses capacity allocation, including the Town's ownership of reserve capacity, the split between residential and non-residential use, and how allocations are

granted, extended, and returned to the Town if unused. Article 4 covers user charges and fund management, including how charges are set, debt service, a dedicated reserve fund, and quarterly billing on the combined water and wastewater bill. Article 5 governs use of the public sewer, including waste restrictions, grease traps, and owner maintenance responsibilities. Article 6 covers additional provisions, including inspection authority and penalties. Robin Morris describes these well in the Ordinance Summary included in the packet so the board sees the overall shape. Each reflects a set of policy choices the board will want to examine and discuss.

There are meaningful policy decisions embedded throughout that the board will need to work through as we go. A few that stand out from the summary: the differentiation between residential and non-residential use to prioritize capacity and affordability for residential properties; the initial reserve capacity split (shown as 85 percent residential and 15 percent non-residential, reviewed biannually); the division of roles between the Selectboard, which sets reserve capacity policy, and a Water and Wastewater Commission, which administers allocations and sets charges; the exclusion of new or replacement private systems in floodplains, river corridors, zoning setbacks, and well shields; and the allocation terms, including the two-year use window with possible extensions before capacity reverts to the Town. These are the kinds of questions I expect will take real discussion, and I want to give them the time they deserve.

For a plan, we suggest we treat Monday as step one: an initial read and discussion of the framework. From there we can create a proposed timeline that builds in board review of the ordinance article by article, review by counsel (which has begun) and bond counsel as appropriate, coordination with our engineers on the technical provisions, and the formal adoption steps required for a Town ordinance. I want to emphasize that the public will be able to take part throughout this entire process, not just at the end. The board's article-by-article discussions will happen at regular Selectboard meetings, which are open to the public, and in addition we will hold at least one public meeting designed purely for gathering community input on the ordinance. I would rather lay that roadmap out and let the board shape it than assume a schedule up front.

What we are asking of the board Monday is simply this: absorb the framework, share initial reactions and questions, and give direction on the pace and process you would like to follow, so I can come back with a concrete timeline for how we move this forward.

Tier 1B Act 250 status

Act 181 is shifting Act 250 toward location-based jurisdiction. One piece of that is Tier 1B, which lets a Town identify areas where the Act 250 thresholds are adjusted to support compact development in the places the town wants to see it. Under 10 V.S.A. § 6033, a Town requests Tier 1B status for specific areas through its Regional Planning Commission, which then carries the request to the state Land Use Review Board on the town's behalf. I have a draft resolution prepared by Jonathan Ursprung before the Board tonight that would request Tier 1B status for the Village Center and Village Area. If the Board adopts it, that gives Central Vermont Regional Planning Commission what it needs to move our request forward.

Meadow Road Bridge Update

We currently have two moving parts for the Meadow Road Bridge, and I want to walk the board through both.

Included in the meeting packet is a proposal from Tyler Billingsley for an early design and cost estimate. This is the piece we need to support a bond vote: regardless of which bridge design we ultimately pursue, we need solid, probable-cost numbers in front of voters. I am asking the board to consider approving this proposal so Tyler can get started and we stay on track for the bond vote.

The second moving part is a potential NBRC Timber for Transit (T4T) grant. Included in the meeting packet is a copy of our pre-application for the NBRC T4T grant, which will have been submitted by 5:00pm today, with the help of the Mad River Valley Planning District. We are collaborating with the nonprofit Shaker Mountain School as a co-applicant on this grant. In short, the grant would help fund a modern-day covered bridge built to carry our first-responder vehicles at approximately 90,000 pounds. Miles Jenness of Vermont Heavy Timber has assisted with the proposal, though I want to be clear that the construction of the bridge itself would still be held to the Town's procurement policy and would go out for bid in the normal way. If we are invited to submit a full application, that would be due October 16th.

FEMA is working with us to ensure that our probable cost of construction for the decking, approximately \$404,000, can go toward the new construction. This may look different depending on which bridge we ultimately build, but we expect that either bridge will result in the FEMA funds going toward construction. One possibility is applying the funds toward demolishing the current Meadow Road Bridge and, potentially, replacing the two abutments. Moving early on that work would reduce our exposure to the July 2028 FEMA deadline, which becomes increasingly difficult to extend the longer we wait. That is just one example of the paths forward. The larger point is that we are actively working to secure funding potential for the new Meadow Road Bridge above and beyond the bond vote.

FEMA – Culverts on Old Center Fayston and Center Fayston Roads

The two temporary culverts on Old Center Fayston and Center Fayston Roads are being replaced, with 75 percent of the cost funded by FEMA. These culverts were installed as temporary measures after the July 2024 flooding event and doubled the size of the culverts they replaced. The replacements have now been designed, and bid opening is set for Friday the 21st at 1:30pm. Easements for the work are in hand and need to be reviewed and signed by the seven affected property owners. A change of scope document has been prepared and awaits a few final points from the engineer before it goes to FEMA for approval. I am glad we are moving toward the conclusion of this important work. The engineering plans are included in the meeting packet.

Work Plan Review

Our Town Work Plan, which I maintain on Monday.com, captures the full range of projects we have underway across every corner of Town operations, from infrastructure and roads to budget, property maintenance, ordinances, grants, and planning. On any given day we are active on multiple fronts and at

many different points in the plan at once. It is a living document, and it reflects just how much is moving in Waitsfield right now.

For this agenda item, I look forward to walking through the plan with the board, giving you a sense of where things stand, which items are progressing, and where we are focusing our energy. This is a chance for the board to see the whole picture in one place and to help me weigh priorities as we go.

Town Garage Update

The project team made substantial progress this week, and the headline is that we are actively studying a potential relocation of the new garage to the northeast portion of the site. This is a meaningful shift worth explaining. Moving the building to that corner would allow the existing garage to stay in service during construction, and potentially be kept afterward for cold storage, which is a real operational benefit. Because the new location comes with different site constraints, we have had to revise the building footprint and internal layout to keep the Town's program and operational needs fitting within the available area.

Connor Contracting, the Town and DPW team, and our consultants have reviewed the revised concept and given substantial feedback on layout, the wash bay, mechanical and electrical spaces, drainage, foundations, roof, doors, windows, and other operational considerations. We have already worked that input into several updated layout options, and we plan to bring a further updated plan for in-person review at the August 24 OAC meeting. This work feeds directly into Connor's conceptual cost estimate.

On the site and engineering side, Engineering Ventures has begun reviewing the new building location and site circulation. They are supportive of continuing to evaluate the option, though they note it will require additional site-design study and may increase the likelihood of a stormwater permit. We are also coordinating with Engineering Ventures and Nate Yager on an updated site survey; having that survey early would help evaluate the revised layout, grading, circulation, and potential replacement septic locations, and Nate has confirmed he can prioritize it if needed to support Connor's mid-September conceptual estimate. We will coordinate on whether to proceed with the survey ahead of the November bond vote.

The electrification and energy work continues to move in parallel. Aegis Renewable Energy has joined the team to advise on rooftop solar, structural loading, battery-storage readiness, and system sizing, and the current low-slope roof concept is well suited to maximizing future solar. We are coordinating with Green Mountain Power on three-phase service to support the Town's electrification goals; the preliminary line-extension cost is approximately \$120,000, and GMP is evaluating energy-transformation incentives that could help offset that based on the fossil-fuel use we eliminate. GMP has also confirmed battery backup is feasible, with final sizing dependent on the building's loads. Separately, the Town has begun discussions with the State about the Municipal Energy Revolving Fund (MERF) as a potential funding mechanism for three-phase power, solar, battery backup, and other energy improvements. On the systems side, Engineering Services of Vermont is joining to evaluate mechanical and electrical needs, and Fire-Tech has been engaged for fire-sprinkler engineering and design.

Two items may come to the board for authorization as this advances. First, our geotechnical firm, S.W. Cole, reviewed the relocation and confirmed that additional subsurface investigation is needed, because

the new building area was not covered by the earlier borings. They have proposed four additional test borings, utility locating, engineering, and an updated geotechnical report for a lump-sum fee of \$12,900, which the team plans to discuss authorizing at the August 24 OAC meeting. Second, we have asked Engineering Ventures for a fee proposal to structurally evaluate the existing garage, which would let the Town understand that cost before deciding on the building's potential long-term use if the new garage is relocated.

Overall, the team made real headway this week testing the revised site strategy, engaging the full consultant team, and pinpointing the technical and funding questions that need answers as Connor works toward the project budget and the Town moves toward the bond vote.

Motion: To authorize the Town Administrator to approve geotechnical investigation work by S.W. Cole for the Town Garage project, in an amount not to exceed \$16,125, to include the four proposed test borings and a potential fifth boring, private utility locating, engineering, and an updated geotechnical report.

Fire Hydrant – Corner of East Warren and Rolston Roads

Included in the packet are two quotes for a new dry hydrant at the corner of East Warren and Rolston Roads, drawing from the pond at that location. This project has strong support from the Fire Department and from our Road Foreman, Josh Rogers. Josh backs the project and has a plan for how it will work, including a pull-off that would allow a fire truck to draw water from the hydrant when needed, and that would also accommodate the construction phase of laying the pipe and related work.

For funding, our reserve holds \$30,900 specifically for the hydrant, under the WFFD building and equipment repairs line. I am bringing the two quotes to the board for review and possible award of a contract.

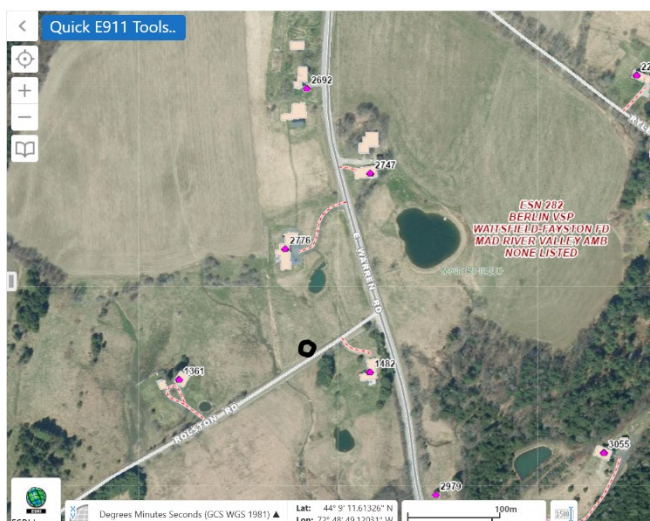


Photo shows the site and black circle for approximate location of hydrant.

Adoption of Federal Award Cash Management and Cost Allowability Procedures

The Mad River Path was awarded a federal Transportation Alternatives grant for the Mill Brook pedestrian bridge, administered through VTrans. Before the State will execute the grant agreement, it asks the Town to complete a risk assessment. One question asks whether the Town has written procedures for handling federal payment requirements and determining allowable costs. We did not have one on the books, so rather than write something narrow for this single grant, I drafted a general procedure that applies to any federal award the Town receives, now and going forward.

The procedure does two straightforward things. First, it confirms how the Town handles federal money: we use the reimbursement method, meaning we pay allowable costs from Town funds first and then request the federal share back, so the Town is not holding federal cash in advance. Second, it sets out how we determine whether a cost can be charged to a federal grant, checking each cost against the federal standards before it is charged, and getting the State's sign-off first on anything that requires it.

The document is largely boilerplate and tracks the federal requirements at 2 CFR Part 200. Adopting it satisfies the State's question for this grant, gives us a clean record to point to, and positions the Town well for future federal funding. I recommend adoption.

Rapid Rectangular Flashing Beacons (RRFBs)

I want to update the board on the ongoing trouble with our two RRFB crosswalk systems, at the Fire Station and at Carroll Road. At both locations, only half of each system is currently working, meaning one side of each crosswalk does not reliably communicate or flash. We have been working this problem for months, and I want to be honest that it has been a frustrating stretch, most of all for the community members who count on these crossings.

The core issue appears to be compatibility. Over time we have ended up with a mix of original components, replacement push buttons, and newer antennas that do not all work together reliably. We hired a local company to troubleshoot and repair the systems, but they were not able to resolve it. One complication is that the original Bluetooth antennas are sealed units that have to be cut open to reach the pairing button, which makes them difficult to service.

After a good deal of back-and-forth with the vendor, the path forward is to stop patching a mismatched system and standardize. The plan is to replace the units with a matching set, four new push buttons and four new antennas of the vendor's current design, with an externally accessible pairing button that will make any future troubleshooting far easier. The vendor has confirmed that this new-design equipment works together as a set but cannot be mixed with the older components, so we are moving to a complete, matched set to get both crossings fully operational.

I want to be candid with the board about why this matters beyond the inconvenience. These beacons are a real safety feature, and while they have been down we have heard from residents who have expressed concern and frustration about getting both systems fully working as a priority, and I will keep the board posted as the new equipment arrives and is installed.

Thank you and Peace
York

Wastewater Ordinance Summary

This document summarizes the proposed Wastewater Ordinance that consists of 6 articles summarized below. The goals of the Waitsfield Community Wastewater Project are:

- Support the implementation of the Waitsfield Town Plan
- Protect water quality in the Mad River and associated streams & wetlands.
- Protect human health from failing septic systems and situations where septic systems are close to potable water sources.
- Offset the economic hardships of replacing aging and/or failing private septic systems.
- Expand opportunities for new market rate and affordable housing occupied on a year-round basis in the Town's designated growth centers.
- Support the economic viability of Valley businesses.
- Support the historic settlement pattern of concentrated villages surrounded by open countryside and forested mountains by providing critical infrastructure in Waitsfield Village and Irasville; and
- Construct and operate an efficient 21st century wastewater system with an affordable user rate.

To support the above goals there are a number of themes embedded in the ordinance including:

- Differentiating residential and non-residential use to prioritize capacity allocation and affordability for residential properties
- Selectboard responsible for setting reserve capacity use with the Water and Wastewater Commission administering allocations
- Ordinance excludes replacement or new construction of private wastewater systems in floodplain, river corridor, zoning setbacks and existing well shield
- Ensuring capacity allocations are either used or returned to the Town for reallocation
- Control of inputs that can create operation challenges (Fats, Oil & Grease)
- Measuring and managing wastewater inputs to maximize future wastewater connections

Article 1 – General Provisions

This article covers the Authority, Purpose, General Provisions, Definitions and Abbreviations.

Article 2- Use of the Wastewater System

- Establishment of unlawful discharges and requirements that all private wastewater systems comply with State regulations.
- Selectboard appointment of Water and Wastewater Commission
- Service Area established being Irasville and Waitsfield Residential and Village District, and matching the existing Water Service Area
- Allowing construction of new and replacement systems but excludes those systems in floodplain, river corridor, zoning setbacks and existing well shield

Wastewater Ordinance Summary

- Properties connecting are required to be connected to Community Water System
- Connection requirements including application fees, connection fees and costs
- Design flows for residential and non-residential users
- Building sewers and connections costs and requirements

Article 3 – Capacity Allocation

- Town ownership of Reserve and uncommitted Reserve Capacity
- Selectboard set-aside of Town Reserve Capacity
- Selectboard determination of 2-year Reserve Capacity
- Initial reserve capacity – Residential 85%, Non-Residential 15%, reviewed biannually
- Allocation of uncommitted reserve capacity on a first served basis
- Basis of allocation, 2 years from date of approval with possible two 1-year extensions
- Terms of allocation approval
- Allowance for financial hardship
- Amendment, recording, transfer of capacity approval
- Expiration: capacity reverts to Town upon expiration.

Article 4 – User Charges and Fund Management

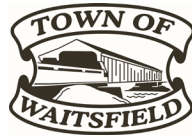
- Water and Wastewater Commission to establish charges and fees
- Determination of user charges based on allocated capacity
- Debt service, operation and maintenance and overage charges
- Monitoring final flows
- Dedicated Reserve Fund for major expense
- Applicability of charges to connected users, holders of preliminary & final approvals, Town Properties, Town Reserve Capacity and uncommitted Reserve Capacity
- Surcharges for high strength waste
- Billing frequency, quarterly on combined water and wastewater bill

Article 5 – Use of the Public Sewer

- Waste restrictions and prohibited substances
- Pre-treatment and flow equalization requirements including interceptors (grease traps)
- Owners' responsibility for maintenance of interceptors and pre-treatment
- Monitoring and testing

Article 6 – Additional Provisions

- Protection from damage
- Powers and authority of inspectors
- Violations and Penalties



TOWN OF WAITSFIELD

Whereas In accordance with Vermont Statute, 10 V.S.A. Section 6033 a municipality may request Tier 1B status for the purposes of Act 250 jurisdiction.

Whereas The municipality has a duly adopted and approved plan and a planning process that is confirmed in accordance with 24 V.S.A. § 4350.

Whereas The municipality has adopted permanent zoning and subdivision bylaws in accordance with 24 V.S.A. §§ 4414, 4418, and 4442.

Whereas The municipality has adopted flood hazard and river corridor bylaws applicable to the entire municipality that are consistent with the necessary standards.

Whereas The municipality has water supply, wastewater infrastructure, or soils that can accommodate a community system for compact housing development in the area proposed for Tier 1B.

Whereas The municipality has municipal staff, municipal officials, or contracted capacity adequate to support development review and zoning administration in the Tier 1B area.

Now, therefore be it resolved that

The municipality hereby requests to have the Village Center and Village Area mapped for Tier 1B status.

Adopted at a duly noticed public meeting held on August 24, 2026

Attest:

Signature _____

Name _____

Title _____

August 21, 2026

Town of Waitsfield
Attn: Selectboard

RE: Short Form Engineering Agreement
FEMA Project – Meadow Road, Bridge 24

Project Understanding

The Town of Waitsfield sustained damage during the July 2024 flooding, including damage to the Meadow Road Bridge (Br24). FEMA has assessed the damage and determined the deck is eligible for reimbursement costs. The remaining bridge members (beams, rails, abutments) are not in good condition and beyond reasonable repair. Abutment 1 is a cast-in-place concrete structure, constructed in the 1950's, that has been undermined and has rotated. Abutment 2 is a laid-up stone footing with a partial concrete pour adjacent. It is understood that the Town has met with Rachel Czar (VT ANR Rivers) and she has reviewed the site noting that the new bridge can be a similar span to the existing. The Town is requesting a 30% design along with the corresponding cost estimate to go to a bond vote in March of 2027. If passed, the project will continue to final design/easements/permitting/bid/construction.

Scope of Services

The services outlined below are based on experience on similar municipal infrastructure projects, an on-site visit, and knowledge of the State/Federal permitting process.

1. Design

- a. Site survey – East Engineering will conduct a topographic survey of the project areas in order to complete a base map. The survey will include relevant site features including roads, structures, trees, guardrails, limits of the River, and detail to generate a topographic map with 1' contours.
- b. Hydraulic Study – In order to properly size the replacement structure for various storm/high-water events, a hydraulic study will be completed.
- c. Geotechnical Drilling – Due to the expected span and a visual inspection of the site, geotechnical boring work is prudent. A minimum of one boring will be completed (east side of bridge only) to better determine subsurface conditions.
- d. 30% Design (Preliminary) – Using the project base map and the results of the hydraulic study, a 30% design set of plans will be produced. Plans will include existing conditions, proposed structure replacement profiles and sections, road reconstruction limits, and rock armoring. Based on the 30% plans, a project cost estimate will be prepared to the level of detail required for a bond vote.
- e. Bond vote informational meeting. East Engineering will assist the Town with an informational meeting. 30% plans and cost estimates will be provided and the public can ask questions, clarifications, or vet any concerns with the project. If the

bond vote fails, this will be the last scope of engineering services completed. If the bond vote passes, the scope of engineering services noted below will begin.

- f. 60% and 100% Designs (Bid/Construction Ready) – Plans and specifications will be refined based on Town feedback on the 30% design documents. In addition to the plans and specifications, “front end” documents will be created to enable the bidding and contractor procurement process. Front end documents will include the following components and forms: Bid Advertisement, Instructions to Bidders, Bid Form, Bid Bond, Owner-Contractor Agreement, Payment and Performance Bonds (if required/requested), and Measurement/Payment Documents. The cost estimate will be updated through each design iteration (60% and 100%).
2. Permitting – Based on the available information, on-line mapping, and the site visit, it is anticipated that the following permits will likely be required:
- a. Vermont Agency of Natural Resources (ANR) – Stream Alteration
 - b. ANR – Floodplain.
 - c. Army Corps of Engineers (ACOE) – Preconstruction Notification (PCN), formerly known as a “Category II”. ACOE has jurisdiction over all waterways in the State of Vermont.
 - d. Archaeological/Historic Preservation – Due to the age of the existing structure, specifically the stone abutment, it is assumed that historic preservation review should be completed (as to not jeopardize FEMA funding). An Archaeological Resource Assessment (ARA) and Historic Structures Review (HRR) will be completed first (performed by UVM – Consulting Archaeology Program). If the findings of the ARA or HRR require additional historic and/or archaeological investigations or studies (Phase 1, etc.), UVM-CAP will notify the Town. UVM will bill all efforts directly to the Town (fee not included in this proposal).

East Engineering will further evaluate the potential permits described above during the design process. We will work with regulators and the Town to complete necessary permit applications, provide supporting documentation, and conduct site visits with regulatory personnel (if requested). As the applicant, the Town will sign all permitting applications and pay applicable permitting fees. If additional permits or environmental specialists (wetland delineation, bat biologists, etc.) are identified once the design progresses, East Engineering will notify the Town and a subconsultant will be brought onto the project team.

3. Right-of-Way/Easement Assistance - Given the size of the replacement bridge and expected measures to reconstruct the road approach embankments/wingwalls, work outside of the Town right-of-way (3-rod) will be required. East Engineering will indicate easement areas on the project plans and the Town will lead landowner discussions/easement recordings. Any financial compensation requested by landowners, or legal fees associated with right-of-way, will be paid directly by the Town. It

is assumed that the Town attorney will draft all easements, with the Town being the primary contact to landowners. East Engineering will contract with Barnard & Gervais (PLS) to determine property lines and limits (included in the East Engineering fee).

4. FEMA Assistance/Coordination – East Engineering will provide technical assistance to the Town, or attend meetings, as needed for any FEMA requests. FEMA funding can be unpredictable – East Engineering is not responsible for securing funding obligations.
5. Bid Phase – After completing the project plans and receiving the applicable project permits/easements, East Engineering will assist the Town with procuring contractor bids. Tasks included in the bid phase are as follows:
 - a. Advertisement for bid (if requested),
 - b. Distribution of Contract Documents to interested parties,
 - c. Coordinate and attend a pre-bid meeting,
 - d. Respond to Contractor questions and needed clarifications by Addendum,
 - e. Conduct bid opening, review received bids for responsiveness and to ensure the contractor is responsible,
 - f. Provide the Town a letter of recommendation to award the project to a contractor.
 - g. Once Town selects a contractor, prepare final Town-Contractor agreement and construction contract.
6. Construction Phase Services
 - a. Administration/Management – Acting on behalf of the Town, East Engineering will administer and manage the construction contract including: material and product submittals, requests for information (RFIs), change orders, payment requisitions, and contractor correspondence. We will coordinate with the Contractor and Town as necessary. Acting on behalf of the Town, East Engineering has the authority to make field decisions and direct time-sensitive changes.
 - b. Construction Inspection – East Engineering will provide inspection and testing services on an as-needed/as-requested basis (part-time) throughout the construction phase. Construction observation and inspection ensures that the contractor installs the designed improvements in accordance with plans and bid docs.

Project Schedule

East Engineering will begin immediately upon authorization of this proposal. It is understood that the 30% design with associated cost estimate will be available to the Town by December 15, 2026. If the bond vote passes, work will continue on the remaining scope items as expeditiously as possible – however, FEMA/environmental regulator review/easement durations are out of my control and can be quite unpredictable.

Cost Proposal

East Engineering will provide invoices to the Town at the end of each quarter for the work performed. The engineering fees below are based on the FEMA engineering cost curve (for average complexity projects).

Engineering Scope Item	Fee	Basis
1.a. to 1.e (30% Design and Cost Estimate)	\$30,000	Lump Sum (includes Geotech drilling and PLS work. Does not include Archaeology/Historic).
1.f, 2, 5, 6 – 60/100% Design, Permitting, Bid, and Construction Engineering	14% (As Lump Sum Fee) of Construction Contract Cost	Per FEMA Engineering Cost Guidance – Average Complexity Project. See attached.
3,4 – Right of Way / Easement and FEMA Assistance	\$125/hr	Hourly + Expenses, As needed or requested.

East Engineering bills these projects based on the percentage basis/FEMA Cost Guidance (lump sum) as the exact structure that is being designed is not yet defined and many other variables are still in consideration. The structure type/size/scope will be driven by the site survey, hydraulics, Town requests, and geotechnical information.

Authorization

Thank you for the opportunity to submit this proposal. If the contents of this document and the attached standard terms and conditions meet your approval, please sign below and return a copy to East Engineering.

Please let me know if there are any questions or if you need any additional information.

Sincerely,



Tyler Billingsley, P.E.
Engineer / Owner

AUTHORIZATION TO PROCEED

Signature:_____

Name / Title:_____

Date:_____

Attached: East Engineering Standard Terms and Conditions
Reference Sheet
FEMA Engineering Cost Guidance

Professional Services Terms and Conditions

Governing Law: The CLIENT and EAST ENGINEERING, PLC agree that all disputes arising out of or in any way connected to this Agreement, its validity, interpretation and performance, and remedies for breach of contract, or any other claims related to this Agreement shall be governed by the laws of the State of Vermont.

Termination: Either party may terminate this Agreement upon 7 calendar day's written notice. In the event of termination, the CLIENT shall pay EAST ENGINEERING, PLC for all services rendered to the date of termination, all reimbursable expenses, and reasonable termination expenses.

Jobsite Safety: Neither the professional activities of EAST ENGINEERING, PLC, nor the presence of EAST ENGINEERING, PLC or its employees and subconsultants at a construction site, shall relieve the General Contractor and any other entity of their obligations, duties, and responsibilities including, but not limited to, construction means, methods, sequence, techniques, or procedures necessary for performing, superintending, or coordinating all portions of the work of construction in accordance with the contract documents and any health or safety precautions required by any regulatory agencies. EAST ENGINEERING, PLC and its personnel have no authority to exercise any control over any construction contractor or other entity or their employees in connection with their work or any health or safety precautions. The CLIENT agrees that the General Contractor is solely responsible for jobsite safety, and warrants that this intent shall be made evident in the CLIENT's agreement with the General Contractor. The CLIENT also agrees that the CLIENT, EAST ENGINEERING, PLC, and EAST ENGINEERING, PLC's consultants shall be indemnified and shall be made additional insured under the General Contractor's general liability insurance policy.

Subconsultants: EAST ENGINEERING, PLC may use the services of subconsultants when, in EAST ENGINEERING, PLC's sole opinion, it is appropriate and customary to do so.

Buried Utilities: EAST ENGINEERING, PLC and/or its authorized subconsultant will conduct the research that in its professional opinion is necessary with respect to the assumed locations of underground improvements. Such services by EAST ENGINEERING, PLC or its subconsultant will be performed in a manner consistent with the ordinary standard of care. The CLIENT recognizes that the research may not identify all underground improvements and that the information upon which EAST ENGINEERING, PLC relies may contain errors or may not be complete. The CLIENT agrees, to the fullest extent permitted by law, to waive all claims and causes of action against EAST ENGINEERING, PLC and anyone for whom EAST ENGINEERING, PLC may be legally liable, for damages to underground improvements resulting from subsurface penetration locations established by EAST ENGINEERING, PLC.

Construction Observation: The CLIENT hereby retains EAST ENGINEERING, PLC to visit the site at intervals appropriate to the stage of construction, or as otherwise agreed to in writing by the CLIENT and EAST ENGINEERING, PLC, in order to observe the progress and quality of the work completed by Contractor. Such visits and observations are not intended to be an exhaustive check or a detailed inspection of the Contractor's work but rather are to allow EAST ENGINEERING, PLC to become generally familiar with the work in progress and to determine, in general, if the work is proceeding in accordance with the design.

Billings/Payments: Invoices will be submitted monthly by EAST ENGINEERING, PLC, in EAST ENGINEERING, PLC's standard format, to the CLIENT for services and reimbursable expenses and, unless other mutually satisfactory arrangements have been made between the CLIENT and EAST ENGINEERING, PLC, are due upon receipt. The invoices shall be considered past due if not paid within 30 days after the invoice date and EAST ENGINEERING, PLC may, without waiving any claim or right against the CLIENT, and without liability whatsoever to the CLIENT or others, suspend the performance of services. A finance charge will be assessed in the amount of 5% per month or \$250 per month, whichever is greater, on unpaid balances. In the event any portion of the account remains unpaid 60 days after billing, the CLIENT shall pay EAST ENGINEERING, PLC's collection costs, including reasonable attorney's fees. If the CLIENT fails to make payment to EAST ENGINEERING, PLC in accordance with the payment terms herein, this shall constitute a material breach of this Agreement and shall be cause for termination by EAST ENGINEERING, PLC. Payment of invoices is in no case subject to unilateral discounting or set-offs by the CLIENT, and payment is due regardless of suspension or termination of the Agreement by either party.

Information Provided by Others: The CLIENT shall furnish, at their own expense, all information, requirements, reports, data, surveys and instructions required by this agreement. EAST ENGINEERING, PLC may use all such information, requirements, reports, data, surveys and instructions in performing its services and is entitled to rely upon the accuracy and completeness thereof.

Hidden Conditions and Hazardous Materials: A condition is hidden if it cannot be investigated by reasonable visual observation or records reviewed as customary in the performance of the services being rendered. If EAST ENGINEERING, PLC has reason to believe that such a condition may exist, EAST ENGINEERING, PLC shall notify the CLIENT who shall authorize and pay for costs associated with the investigation of such a condition and, if necessary, costs necessary to correct said condition. If (1) the CLIENT fails to authorize such investigation or correction after due notification, or (2) EAST ENGINEERING, PLC has no reason to believe that such a condition exists, the CLIENT is responsible for all risks associated with this condition, and EAST ENGINEERING, PLC shall not be responsible for the existing condition nor any resulting damages to persons or property. Unless specifically agreed upon prior to the commencement of service, EAST ENGINEERING, PLC shall have no responsibility for the discovery, presence, handling, removal, disposal, or exposure of persons to hazardous materials of any form.

Defects in Service: The CLIENT shall promptly report to EAST ENGINEERING, PLC any defects or suspected defects in EAST ENGINEERING, PLC's services of which the CLIENT becomes aware, so that EAST ENGINEERING, PLC may take measures to

minimize the consequences of the defect. Failure by the CLIENT and the CLIENT's contractors and subcontractors to notify EAST ENGINEERING, PLC shall relieve EAST ENGINEERING, PLC of the costs of remedying the defects above the sum such remedy would have cost had prompt notification been given when such defects were first discovered.

Indemnifications: EAST ENGINEERING, PLC and the CLIENT mutually agree, to the fullest extent permitted by law, to indemnify and hold each other harmless from any and all damage, liability or cost (including reasonable attorneys' fees and defense costs) to the extent caused by their own negligent acts, errors or omissions and those of anyone for whom they are legally liable, and arising from the project that is the subject of this agreement. Neither party is obligated to indemnify the other in any manner whatsoever for the other's own negligence.

Risk Allocation: To the maximum extent permitted by law, EAST ENGINEERING, PLC's total liability to the CLIENT for any and all injuries, claims, losses, expenses, damages, or claim expenses arising out of this Agreement, from any cause or causes, shall not exceed the total amount of \$50,000 or EAST ENGINEERING, PLC's fee, whichever is the lesser amount. Such causes include, but are not limited to, EAST ENGINEERING, PLC's negligence, errors, omissions, strict liability, breach of contract, or breach of warranty.

Consequential Damages: Notwithstanding any other provision of the Agreement, neither party shall be liable to the other for any consequential damages incurred due to the fault of the other party, regardless of the nature of this fault or whether it was committed by the CLIENT or EAST ENGINEERING, PLC, their employees, agents, subconsultants, or subcontractors. Consequential damages include, but are not limited to, loss of use and loss of profit.

Dispute Resolution: Any claim or dispute between the CLIENT and EAST ENGINEERING, PLC shall be submitted to non-binding mediation, subject to the parties agreeing to a mediator(s).

Ownership of Documents: All documents produced by EAST ENGINEERING, PLC under this Agreement shall remain the property of EAST ENGINEERING, PLC and will not be used by the CLIENT for any other endeavor without the consent of EAST ENGINEERING, PLC. CLIENT agrees to indemnify and hold harmless EAST ENGINEERING, PLC from any claims that arise due to the reuse, or misuse of the work documents.

Unauthorized Changes: In the event that the CLIENT consents to, allows, authorizes, or approves of changes to any plans, specifications, or other documents, and EAST ENGINEERING, PLC does not approve these changes in writing, the CLIENT recognizes that such changes and results thereof are not the responsibility of EAST ENGINEERING, PLC. Therefore, the CLIENT agrees to release EAST ENGINEERING, PLC from any liability arising from the construction, use, or result of such changes.

Extent of Agreement: This Agreement comprises the final and complete agreement between the CLIENT and EAST ENGINEERING, PLC. It supersedes all prior or contemporaneous communications, representations, or agreements, whether oral or written, relating to the subject matter of this Agreement. Execution of this Agreement signifies that each party has read the document thoroughly, has had any questions explained by independent counsel, and is satisfied. Amendments to this Agreement shall not be binding unless made in writing and signed by both the CLIENT and EAST ENGINEERING, PLC.

Delays: EAST ENGINEERING, PLC is not responsible for delays caused by factors beyond EAST ENGINEERING, PLC's reasonable control. When such delays beyond EAST ENGINEERING, PLC's reasonable control occur, the CLIENT agrees EAST ENGINEERING, PLC is not responsible for damages, nor shall EAST ENGINEERING, PLC be deemed to be in default of this Agreement.

Severability: Any provision of this Agreement later held to be unenforceable for any reason shall be deemed void, and all remaining provisions shall continue in full force and effect.

Timeliness: EAST ENGINEERING, PLC will perform its services with due and reasonable diligence consistent with sound professional practices.

Additional Services: Services not explicitly detailed in this Agreement will be considered additional and subject to increased project fees. Additional services will not be provided without the CLIENT's prior authorization to proceed.

MUNICIPAL PROJECT REFERENCES

East Engineering has completed survey, engineering design, permitting, bid, and construction administration/inspection services for roadway reconstruction, utility work, drainage improvements, culvert upgrades, and bridge repairs/replacements for the following municipalities (additional references available upon request):

TOWN OF RICHMOND (FEMA SITES)

Contact: Pete Gosselin, Road Foreman – (802) 434-2631
Josh Arneson, Town Manager – (802) 316-7563

TOWN OF BAKERSFIELD

Contact: Mac Newitt, Road Foreman – (802) 827-6606

TOWN OF BARTON (FEMA SITE)

Contact: Kristin Atwood, Town Clerk – (802) 525-6222

TOWN OF FAIRFIELD

Contact: Cathy Ainsworth, Town Administrator – (802) 827-3261

TOWN OF JERICHO (FEMA SITES)

Contact: Paula Carrier, Town Administrator – (802) 324-3694

TOWN OF WORCESTER (FEMA SITES)

Contact: Mike Utton, Road Commissioner – (802) 595-1285

TOWN OF ALBANY (FEMA SITES)

Contact: Brian Goodridge, Selectboard – (802) 755-6100

TOWN OF JAY

Contact: Lynnette Deaette, Town Clerk – (802) 988-2996
Jeff Morse, Road Foreman – (802) 309-0645

VILLAGE OF ORLEANS (FEMA SITES)

Contact: John Morley, Village Manager/Trustee – (802) 323-6424

TOWN OF CABOT (FEMA SITES)

Contact: Sid Griggs, Road Foreman – (802) 522-4415

TOWN OF MARSHFIELD (FEMA SITES)

Contact: Bobbi Brimblecombe, Town Clerk – (802) 426-3305

VERMONT AGENCY OF TRANSPORTATION

Contact: Jim Cota, District 5 – (802) 527-5501
John Wilkin, District 8 – (802) 782-9109
Eric Pope, District 9 – (802) 334-7934
Jason Seviny, District 9 – (802) 535-7767

Cost Estimating Tool for Engineering and Design Services

The costs of basic engineering and design services normally performed by an architectural-engineering firm on complex construction projects are eligible for reimbursement. Such services include:

- Preliminary engineering analysis;
- Preliminary design;
- Final design; and
- Construction inspection.

While a final inspection and reconciliation will be used to determine the actual costs for reimbursement of these services, the costs can be estimated during project formulation using a percentage of the construction cost. Percentages are derived from FEMA engineering and design services cost curves. These curves, which were developed for FEMA from data developed by the American Society of Civil Engineers Committee on Professional Practice in 2005, show a correlation between engineering costs and total construction costs. These curves are shown in Figures 3 and 4. To use the curves, estimate construction costs for a project. Find the construction cost on the horizontal axis and, using the appropriate curve for either force account or contract work, read the associated percentage of engineering and design services from the vertical axis. This percentage can be multiplied by the estimated construction cost to determine an appropriate engineering and design cost estimate.

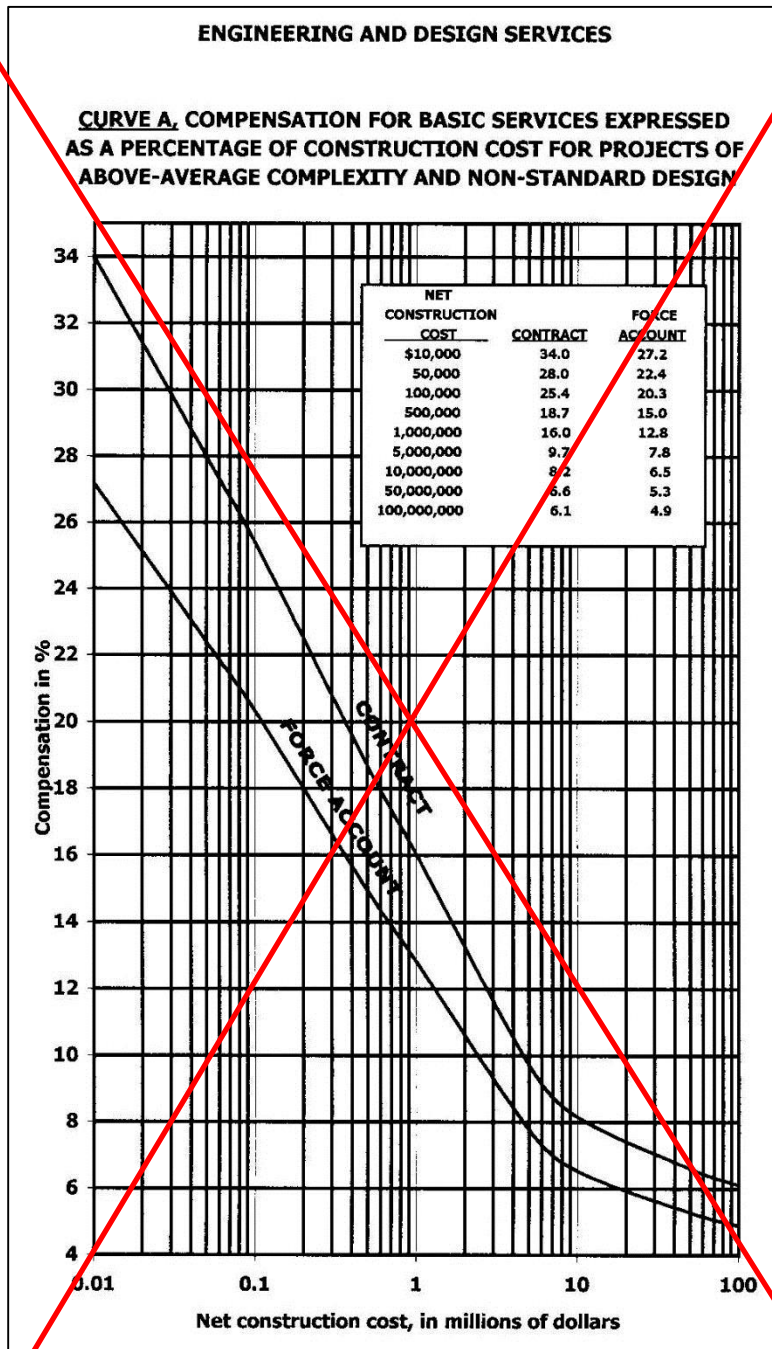
Curve A

Curve A¹ applies to projects of above-average complexity and nonstandard design. Examples of such projects include:

- Airports with extensive terminal facilities;
- Water, wastewater, and industrial waste treatment plants;
- Hospitals, schools, and office buildings;
- Power plants;
- Large dams and complicated small dams;
- Highway and railway tunnels;
- Pumping stations;
- Incinerators; and
- Complicated waterfront and marine terminal facilities.

¹ See **Figure 1** on page 2

Figure 1:
Engineering and Design Services of Above-Average Complexity



NOTE: "Contract" and "Force Account" above mean engineering and design services performed by contract or by an applicant's own employees, respectively.

Curve B

Curve B² applies to projects of average complexity. Examples of such projects include:

- Industrial buildings, warehouses, garages, hangars, and comparable structures;
- ▪ Bridges and other structures of conventional design;
- Simple waterfront facilities;
- Roads and streets;
- Conventional levees, floodwalls, and retaining walls;
- Small dams;
- Storm sewers and drains;
- Sanitary sewers;
- Water distribution lines;
- Irrigation works, except pumping plants; and
- Airports, except as classified for Curve A.

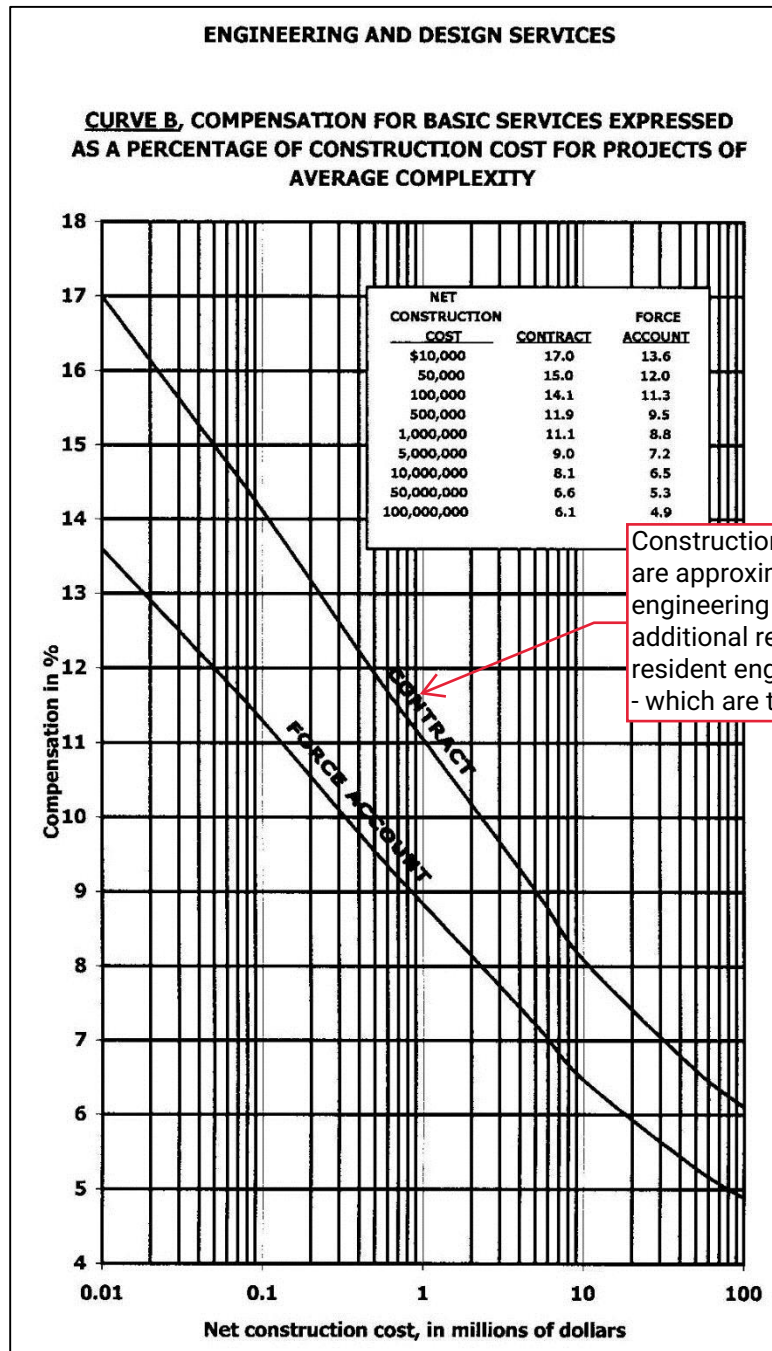
In addition to the basic engineering services, special services may be required for some projects. Such services include engineering surveys, soil investigations, services of a resident engineer, and feasibility studies. Because special services are not required on all projects, they are not included in the percentages on the engineering and design services curves. These services are estimated separately.

If a project requires only basic construction management, a fee not exceeding 3 percent of construction costs may be used for the estimate. Management functions include review of bids, work site inspection visits, checking and approval of material samples, review of shop drawings and change orders, review of contractor's request for payment, and acting as the client's representative. An example of a project requiring only inspection services but no design and engineering would be a building repair project that only included patching and painting damaged interior wall. Another example would be where a contractor is hired to repair local roads back to the pre-disaster condition, using local construction standards.

Estimates for engineering and design services and construction inspection typically are not included in small project estimates or emergency work project estimates except for complex projects or projects where special services are required.

² See **Figure 2** on page 4

Figure 2:
Engineering and Design Services of Average Complexity



Construction costs of \$500,000 to \$2,000,000 are approximated at 10% to 12% for engineering and design services (excluding additional requirements like soil borings, PLS, resident engineering, construction testing, etc. - which are typically an additional 3-5%)

NOTE: "Contract" and "Force Account" above mean engineering and design services performed by contract or by an applicant's own employees, respectively.

Waitsfield Town Work Plan

Town Operations

project	Priority	Person	Status	Date
Cybersecurity	High	York Haverkamp	Done	5/23/2025
Town meeting prep	Medium		Working on it	5/23/2025
Town staff succession planning	Medium			
Assistant Town administrator	Low			
Website clean-up and backlog of agendas			Working on it	
Contracts	Medium			
Flood recovery/public resources	Medium			
Filling Open Positions				
Figure out how to facilitate vacations for town staff				
Master Calendar for municipal spaces			Working on it	
animal control officer	High			
reporting to town about what is going on				
Digital signatures between meetings	Medium		Done	5/23/2025

Budget & Financial Planning

project	Priority	Person	Status	Date
Health Insurance options	Medium	Larissa Ursprung	Done	5/22/2025
Capital improvement plan	High		Working on it	5/26/2025
Cemetery Trust investment policies	Low		Working on it	
Infrastructure funding brainstorm	High		Working on it	
Streamlining Budgetary system	High			

Property Maintenance

Waitsfield Town Work Plan

project	Priority	Person	Status	Date
Town office	Medium		Working on it	
Fire Station	Medium			
Town garage	Critical  		Working on it	12/4/2025
General Wait House maintenance	Medium			
Fire hydrant E Warren rd and Rolston rd	High		Working on it	
Fairgrounds property	Medium		Working on it	
Develop System for Town Easements	Low			
Farley Park	High		Working on it	
wu ledges	High			

Roads and Transportation

project	Priority	Person	Status	Date
New culverts from Flooding event 2024	High		Working on it	
Review and analyze class 4 to potentially reclassify	Low			
Rt 100/17 intersection	Medium		Stuck	
Covered Bridge height restriction barriers	Medium			
Culvert review and plan	High		Working on it	
Meadow Road Bridge	High			
municipal road general permit				
paving plan	Medium			
other ways to ensure crosswalks are safe	High			
LHMP annual review				

Grant Applications and Administration

project	Priority	Person	Status	Date
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Waitsfield Town Work Plan

ARPA funds	High		Done	
Paving Project grant	High		Done	
RRFB	High		Done	
Grant opportunities - proposals and open applications	High			

Planning Projects

project	Priority	Person	Status	Date
Waitsfield Wastewater Infrastructure Project	High		Working on it	
Irasville Master Planning	High		Working on it	
Fire Dept. update and refine Capital Improvement Plan				
Working list of Town assets and care plan				

Ordinance and Policies

project	Priority	Person	Status	Date
Personnel policy	Medium			
Procurement policy	Medium			
Water ordinance	High		Working on it	
Domestic animal ordinance	High		Done	
2021 Tax Stabilization policy				
MOA between Waitsfield/Fayston	Medium			
Short term rentals	High		Working on it	
Website posting of all				
workforce housing options				
Dog/animal control ordinance review	High		Done	
speed ordinance update	Medium		Working on it	
review the lawn sale ordinance			Done	

Waitsfield Town Work Plan

review all ordinances and see if updates etc are applicable				
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Conservation, Climate, & Natural Resources

project	Priority	Person	Status	Date
Town energy use - efficiency/renewables, etc.				
Ash Tree plan	High		Working on it	
Knotweed				
Town office EV charging station				
Tardy Parcel improvements and Farley Riverside park				
Overlay District	High		Done	
MERP \$4000 grant	High			

For Future Consideration?

project	Priority	Person	Status	Date
Dana Hill Rd Water Bars	Medium		Done	
Butternut Hill Road?				
SB Site visits				
Consider Aaron Shea proposal for workforce housing on Town Land				
adding solar pedestrian lighting to center of town				
palmer hill rd needing funds for contractor to fix				



Bear in da Bush Enterprises
 159 Smith rd
 Moretown, VT 05660

(802)279 -1808

griffinandsonsvt.com

Estimate

Date	Estimate #
8/19/2026	104

Name / Address
Town of Waitsfield 9 bridge street Waitsfield,Vt 05673

			Project
Description	Qty	Rate	Total
Mobilization:		650.00	650.00
equipment & labor		12,000.00	12,000.00
install culvert & material for access			
excavate from gate valve to road install pipe & hydrant , bed in sand			
, backfill & compact , grade & clean up			
18" galvanized culvert		28,211.98	28,211.98
bedding sand			
3/4 stone			
dense grade			
pipe ,fittings , hydrant			
Seed & Mulch		975.00	975.00
anything outside scope of work will be extra			
any unforeseen obstructions will be extra			
ledge removal will be extra @ T&M			
any underground tanks or hazardous material cleanup will be extra			
owner is responsible for obtaining stae & federal permits			
We appreciate your Business!		Total	\$41,836.98

JOB CONTRACT

To: John Donaldson

Date: 8/19/26

Job Name location: 2776 East Warren Rd Waitsfield Vt

JOB DESCRIPTION:

Mobilization/General Conditions \$940

Install 6" sch 40 from existing Valve to Rolston rd., Provide valve and Dry Hydrant at rd. \$13,600

Site restoration, Seed, and mulch \$2,220

Exclusions:

Unforeseen subsurface conditions

Ledge

Insulation

Off Site Export

All permits and fees are the responsibility of the owner

All credit card payments will be charged a 3% processing fee.

JOB CONTRACT: \$ 16,760



KINGSBURY

INTEGRITY • ADAPTABILITY • EFFICIENCY

THIS AGREEMENT IS FOR A FIXED PRICE, FOR COMPLETING THE JOB AS DESCRIBED ABOVE. THE PRICE AS GIVEN WILL BE IN EFFECT FOR 30 DAYS FROM THE DATE OF ISSUANCE. IT IS BASED ON OUR EVALUATION AND DOES NOT INCLUDE SUCH THINGS AS MATERIAL PRICE INCREASES OR ADDITIONAL LABOR AND MATERIALS WHICH MAY BE REQUIRED SHOULD UNFORESEEN PROBLEMS OR ADVERSE WEATHER CONDITIONS ARISE AFTER THE WORK HAS STARTED. KINGSBURY COMPAINIES, LLC. IS NOT RESPONSIBLE FOR THE LOCATION OR REPAIR OF PRIVATELY OWNED UNDERGROUND UTILITIES.

IT IS THE OWNER'S RESPONSIBILITY TO OBTAIN ANY PERMITS OR INSPECTION DOCUMENTATION THAT MAY BE REQUIRED BY STATE AND LOCAL REGULATIONS FOR ANY TYPE OF WORK PERFORMED. IT IS ADDITIONALLY THE SOLE RESPONSIBILITY OF THE CUSTOMER TO PERFORM ANY LAYOUT REQUIRED, INCLUDING LOCATING AND MARKING PROPERTY BOUNDARIES. KINGSBURY SHALL NOT BE RESPONSIBLE FOR UNKNOWING ENCROACHMENT ON BORDERING PROPERTIES. LEDGE REMOVAL IS NOT INCLUDED. INVASIVE SPECIES ARE NOT THE RESPONSIBILITY OF KINGSBURY, AND IF OWNER HAS CONCERNS REGARDING SUCH, THEY SHALL REQUEST TESTING BE CONDUCTED AT THEIR ADDITIONAL EXPENSE PRIOR TO KINGSBURY IMPORTING FOREIGN MATERIALS TO THEIR SITE.

KINGSBURY COMPAINIES, LLC. WILL NOT PERFORM ANY SEPTIC SYSTEM WORK WITHOUT AN ENGINEER DESIGN AND INSPECTION. ANY ELECTRICAL CONNECTIONS REQUIRED WILL BE THE RESPONSIBILITY OF THE OWNER. FAILURE OF THE OWNER TO COMPLY WITH STATE AND LOCAL PERMITS AND REGULATIONS VOIDS ANY WARRANTY OTHERWISE AVAILABLE UNDER THIS AGREEMENT.

INSTALLATION OF PONDS WILL BE DONE IN A COMPETENT MANNER, HOWEVER, LEAKAGE MAY OCCUR AT ANY TIME AND KINGSBURY COMPAINIES, LLC. SHALL NOT BE HELD RESPONSIBLE. UNSUITABLE MATERIALS USED TO CONSTRUCT PONDS AT THE OWNER'S REQUEST OR SOILS SHIFTING DURING WINTER MONTHS OR HEAVY RAINY SEASONS COULD CAUSE LEAKS.

ALL AMOUNTS ARE DUE AND PAYABLE BY OWNER(S) TO KINGSBURY COMPAINIES, LLC. PAYMENT IS DUE UPON COMPLETION OF WORK, AND THE OWNER(S) SHALL PAY INTEREST AT THE RATE OF 1.5% A MONTH ON THE UNPAID BALANCE. IN THE EVENT KINGSBURY COMPAINIES, LLC. RETAINS AN ATTORNEY FOR THE COLLECTION OF ANY AMOUNTS DUE OWNER(S) SHALL PAY REASONABLE ATTORNEY'S FEES AND COSTS OF COLLECTION.

OWNER(S): TO ACCEPT THE TERMS OF THE CONTRACT, PLEASE SIGN BELOW.
UPON RECEIPT OF THIS SIGNED COPY, WE WILL BE IN CONTACT TO
SCHEDULE THIS WORK.

OWNER

DATE

OWNER

DATE

SUBMITTED BY

KINGSBURY COMPAINIES, LLC.

DATE

TOWN OF WAITSFIELD, VERMONT

Federal Award Cash Management and Cost Allowability Procedures

Adopted by the Waitsfield Selectboard on August 24th, 2026

1. Purpose

These procedures establish how the Town of Waitsfield manages the receipt and payment of federal award funds and determines whether costs charged to a federal award are allowable. They are adopted to satisfy the written procedure requirements of 2 CFR 200.302(b)(6) and 2 CFR 200.302(b)(7), which apply to the Town as a recipient or subrecipient of federal financial assistance, including federal funds passed through State of Vermont agencies.

2. Scope

These procedures apply to all federal awards received by the Town, whether received directly from a federal agency or passed through a State agency such as the Vermont Agency of Transportation. Where a specific grant agreement imposes requirements that are more restrictive than these procedures, the terms of the grant agreement govern.

3. Cash Management and Payment Procedures (2 CFR 200.305)

Method of payment. The Town's normal method of payment for federal awards is reimbursement. The Town incurs and pays allowable costs from its own funds and then requests reimbursement of the federal share from the federal agency or pass-through entity. Under this method the Town does not ordinarily hold federal funds in advance of expenditure, which minimizes the time between the transfer and the disbursement of federal funds as required by 2 CFR 200.305.

Requesting reimbursement. The Treasurer, or a designee, prepares each reimbursement request based on actual allowable costs incurred and paid. Requests are submitted on the forms and on the schedule required by the applicable grant agreement. Before submission, the request is reviewed for accuracy, supporting documentation, and cost allowability. Each request for payment and each financial report includes the certification required by 2 CFR 200.415, signed by an official authorized to bind the Town.

Advance payments. The Town does not ordinarily request advance payment of federal funds. If the Town does receive federal funds in advance of expenditure, it will disburse those funds as soon as administratively feasible and will limit any advance to the minimum amount needed for immediate cash needs. Any interest earned on advanced federal funds in excess of the amount the Town is permitted to retain under 2 CFR 200.305 will be remitted as required by that section.

Supporting documentation. Each reimbursement request is supported by source documentation, which may include vendor invoices, contractor pay applications, proof of payment, and payroll records where staff time is charged to the award. This documentation is retained in accordance with the record retention requirements of the grant agreement and 2 CFR 200.334.

4. Cost Allowability Procedures (2 CFR Part 200, Subpart E)

Before any cost is charged to a federal award, and before reimbursement is requested, the Town determines whether the cost is allowable under the federal cost principles in Subpart E of 2 CFR Part 200 and under the terms and conditions of the federal award.

Allowability standards. Consistent with 2 CFR 200.403, a cost charged to a federal award must:

- Be necessary and reasonable for performance of the federal award and be allocable to it under the federal cost principles;
- Conform to any limitations or exclusions set forth in the cost principles or in the federal award as to types or amounts of cost items;
- Be consistent with policies and procedures that apply uniformly to both federally financed and other activities of the Town;
- Be accorded consistent treatment, so that a cost is not charged as a direct cost if any other cost incurred for the same purpose in like circumstances has been allocated as an indirect cost;
- Be determined in accordance with generally accepted accounting principles (GAAP), except as otherwise provided for state and local governments in 2 CFR Part 200;
- Not be included as a cost of, or used to meet the cost sharing or matching requirements of, any other federally financed program in either the current or a prior period; and
- Be adequately documented.

Reasonableness and allocability. A cost is reasonable if it does not exceed an amount that a prudent person would incur under the circumstances prevailing when the decision to incur the cost was made, consistent with 2 CFR 200.404. A cost is allocable to a federal award if it is assignable to that award in accordance with the relative benefits received. This standard is met if the cost is incurred specifically for the award, benefits both the award and other work of the Town and can be distributed in reasonable proportions, or is necessary to the Town's overall operation and is assignable in part to the award, consistent with 2 CFR 200.405.

Selected items of cost. In addition to the general factors above, the Town applies the specific rules for selected items of cost in 2 CFR 200.420 through 200.476, which identify particular costs as allowable, unallowable, or allowable only under stated conditions.

Prior written approval. Certain costs are allowable only if the Town obtains prior written approval from the federal agency or the pass-through entity before the cost is incurred, as provided in 2 CFR 200.407. Before charging any such cost to a federal award, the Town determines whether prior written approval is required and, if so, obtains it. Costs that may require prior written approval include capital expenditures for equipment, buildings, or land, and pre-award costs.

Determination process. The Treasurer and the Town Administrator are responsible for reviewing proposed charges against the standards above before the cost is charged to the award. Where the allowability of a cost is unclear, the Town resolves the question with the federal agency or pass-through entity before charging the cost to the award.

Documentation of determinations. The basis for cost allowability determinations is documented in the Town's financial records and retained with the supporting documentation for the applicable reimbursement request.

5. Records

Financial records, supporting documentation, and records of allowability determinations for each federal award are retained in accordance with the record retention requirements of the applicable grant agreement and 2 CFR 200.334, and in accordance with the Town's records retention practices.

6. Review

These procedures will be reviewed periodically and updated as needed to reflect changes in federal requirements or Town practice.

Adopted by the Waitsfield Selectboard

Date of adoption: _____

Brian Shupe: Chair, Waitsfield Selectboard

Attest: Town Clerk

Context for STR Registration and Licensing

Purpose

As set forth in the opening section of the draft ordinance, the purpose of this Ordinance is to promote and protect the public health, safety welfare, convenience, and peace and quiet of the inhabitants of the Town; enhance and maintain the existing character and density of residential neighborhoods, and to preserve and promote the availability of long-term affordable, residential housing in Town by regulating transient commercial use of residential property and the deleterious secondary effects commonly associated with their operations.

The Town of Waitsfield values its history and status as a vibrant, year-round mountain resort town and recognizes the significant benefit to the local economy and community stemming from tourism. The purpose of this ordinance is to seek to balance the well-established practice of renting residential Dwelling Units to travelling transients and the visiting public, while preserving the character of residential neighborhoods and minimizing the potential negative impacts of Short-Term Rentals, and continuing to promote public health, safety and welfare of visitors and residents, both full-time and part-time. By establishing an orderly process for licensing Short-Term Rental properties in the Town, and compiling a database of the Designated Agent and emergency contact information for each Short-Term Rental Property, the Town intends to ensure an effective and expedient response to an emergency that may arise in connection with the Short-Term Rental Property.

Furthermore, through the establishment of a Short-Term Rental ordinance, the Town seeks to gather information regarding the practice of renting residential Dwelling Units on a short-term basis, so the Town may better evaluate and determine through data what regulation of such rental properties, if warranted, is appropriate and consistent with the best interests of the Town, its residents (full-time and part-time) and visitors.

Why

As noted in the Mad River Valley Planning District's (MRVPD) 2021 whitepaper, *Short-Term Rentals in the Mad River Valley*, MRV community members and municipal leaders work continuously to achieve a balance between being a welcoming year-round destination for visitors while simultaneously maintaining a high quality of life for full-time residents.

The 2021 whitepaper organized the variety of STR-related concerns that have been voiced in the community as follows: Health & Safety, Year-Round Housing, & Community Externalities.

Health & Safety: Lack of tracking and ability to enforce health & safety regulations poses risks for renters and neighbors (e.g. compliance with VT Fire & Building Safety Code and VT Rental Housing Health Code).

Year-Round Housing: Conversion of residential units can further stress an already tight housing market by reducing availability and increasing costs of rental and ownership options. Lack of affordable housing strains the local employment base, school enrollment, and impacts community vitality. The use of condominiums or single-family dwellings for short-term rentals has a significant, detrimental effect on both availability of workforce housing and also occupancy rates at hospitality properties like Inns, Lodges and Bed & Breakfasts. Additionally, those commercial properties are at a competitive disadvantage because of the many local, state and regulatory requirements needed to operate.

Community Externalities: Potential impacts on neighborhoods with STRs (especially those that can accommodate large numbers of guests) include visible trash, increased traffic & parking demands, and excess noise. In addition, a decline in long-term neighbors impacts neighborhood character and value, as well as social community investment.

How

Although the numbers of STRs within the Town are not known, we do know that we don't have as high numbers as our neighboring towns of Warren and Fayston. This has played a role for the PC insofar as not choosing to recommend a period of data collection prior to registration and licensing. Instead, the PC has left this decision up to the Selectboard.

In January of 2026, Eric Friedman of the Chamber attending the entirety of a PC meeting to discuss STRs and other concerns of the business community. His insight and concerns with regard to STRs and their operation in Town played an important role in the drafting of this ordinance.

The Planning Commission subcommittee first utilized Warren's STR ordinance as a basis for Waitsfield. Later in the draft process, Joshua Schwartz of the MRV Planning District reviewed the draft, provided feedback and attended a PC meeting. At the same time, it became clear that the Town of Warren was experiencing various issues with its own ordinance, enforcement and data collection.

Upon Joshua's feedback and learning of our neighboring town's difficulties with registration and data collection, the PC decided to scrap the initial draft and instead turn to the model VLCT Short-Term Rental ordinance. Over the course of several subcommittee and full-PC meetings, the subcommittee drafted a Waitsfield ordinance using that of VLCT and Stowe's recently enacted Rental Registry Ordinance. There were, however, some facets of the Warren ordinance that were incorporated into the Waitsfield draft.

The PZA intends to present the draft ordinance along with PC Chair, Emma Hanson, at the September 14th meeting. The PZA will provide a more detailed report on STRs in Town, the specific issues the PC wishes to address within the ordinance, and the ways the ordinance attempts to address them. In addition, the PZA will be presenting what other issues remain to be

discussed – specifically, registration period timelines, data collection if necessary, registration forms, and licensing forms and fees to name a few.

Pre-Application - Timber for Transit Program Fall 2026

EGMS ID PR-NBRC-1469	Status Submitted to Grantor	Pre-Application Due Date 08/21/2026 5:00 PM
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Overview

Applicant Information

Applicant Organization TOWN OF WAITSFIELD TOWN HALL	Address 4144 MAIN ST WAITSFIELD VT 05673 USA	EIN 036000726
UEI KJCLKHNSFKW8	SAM Expiration Date 12/16/2026	Organization Type US Local Government

Opportunity Overview

Funding Opportunity AN-NBRC-025	Opportunity Title Timber for Transit Program Fall 2026	Opportunity Type Competitive	Budget Type Construction
Funding Organization Northern Border Regional Commission	Pre-Application Due Date 08/21/2026 5:00 PM	Application Due Date 10/16/2026 5:00 PM	Estimated Project Period Start Date 02/01/2027
Estimated Project Period End Date 09/30/2030	Match Required? Yes		

Pre-Application Overview

Title	Funds Requested	Total Project Amount
Timber for Transit Program Fall 2026	\$850,830.00	\$1,701,661.00

Does this application have a co-applicant?
No

Project Information

Project Abstract

- Provide a description of the proposed project. See Program User Manual for additional instructions on completing this section.

The Town of Waitsfield sees an opportunity in a challenge: to build a new covered timber bridge at the Meadow Road crossing, meeting a modern engineering challenge with modern Vermont wood, and using that opportunity to reconnect the community with a covered-bridge and timber-framing tradition the valley risks losing. It is a project that accepts a fast-changing world while reaching back to recover something worth keeping: the craft - the skilled hands of timber framing, in a structure historic in form and entirely modern in capacity.

The Town of Waitsfield, Vermont, proposes to build a new covered timber bridge carrying Meadow Road over the Mad River, using modern engineered wood, as a demonstration of high-value Vermont forest products in public transportation infrastructure. The new bridge would replace the existing Meadow Road Bridge (Structure No. 00024), a 1955 steel structure that VTrans has rated in Poor Condition and posted well below the loads the community and its emergency responders require.

The site carries its own history. The current steel bridge itself replaced an earlier covered bridge that served this crossing for roughly a century, a structure still remembered and spoken of in the community. This project would return a covered bridge to the Mad River here, restoring a piece of the valley's character that was lost more than seventy years ago, and delivering a structure that is historic in form but entirely modern in capacity.

Rather than a conventional steel or concrete replacement, the Town intends to build a fully modern timber structure, designed to current codes and standards (AASHTO LRFD and VTrans), and sized, raised, and rated to safely carry all legal loads and emergency-response vehicles, including fire apparatus and ambulances. Because it spans the Mad River, a waterway with a hard-earned flood history in this valley, the bridge would be engineered for climate resilience and built to stand for generations.

The crossing sits just off Vermont Route 100, along the Mad River Byway, in one of the most beautiful and most visited corners of the state. A new covered bridge here, visible to residents and travelers alike, would be both a working piece of infrastructure and a lasting landmark. It is also designed to do more than carry traffic. Built with Vermont-sourced timber and framed by skilled practitioners in partnership with Shaker Mountain School, a Vermont nonprofit, the project creates a hands-on setting to teach and advance the craft of timber framing for local, regional, and visiting framers, strengthening the state's forest-products economy and building durable skills in modern mass-timber construction.

Project Goals & Outcomes

- What are the project goals and expected project outcomes and outputs? Explain the anticipated economic outcomes and outputs of the project. See Program User Manual for additional instructions on completing this section.

Goal 1

Demonstrate the feasibility and performance of advanced engineered wood in modern transportation infrastructure. The Town will build a new, code-compliant covered bridge at the Meadow Road crossing using high-value engineered wood, meeting current AASHTO LRFD and VTrans standards, all legal load requirements, and emergency-response needs, while retiring an obsolete 1955 steel structure.

Goal 2

Enhance the resilience, reliability, and safety of a critical rural transportation connection. The new bridge will safely carry all legal loads and emergency vehicles, remove the weight restriction that currently limits the crossing, and improve year-round access, delivering a durable structure engineered for the flood conditions this valley knows well.

Goal 3

Create a high-visibility Vermont demonstration of timber's role in transportation infrastructure. The bridge's prominent location along the Mad

River Byway and its visibility from Vermont Route 100 will show that advanced timber can deliver modern transportation capacity while supporting community character and Vermont's covered-bridge heritage.

Goal 4

Strengthen the regional forest-products economy and skilled workforce. The project will engage timber framers, engineered-wood manufacturers, designers, fabricators, and other forest-products businesses, using construction as a hands-on workforce-development opportunity to expand expertise in advanced timber and mass-timber applications.

Goal 5

Generate knowledge and transferable lessons for other rural communities. The Town will document design, material selection, fabrication, construction, workforce development, and performance so others can evaluate advanced wood products for their own infrastructure, producing outputs such as a case study, public presentations, photographs and video, and lessons-learned materials.

Goal 6

Build regional design and engineering capacity for timber transportation infrastructure. Designing and load-rating a modern covered timber bridge to AASHTO LRFD and VTrans standards is specialized work, and few regional firms have deep, hands-on experience carrying an engineered-wood structure from concept through construction. By taking this project through preliminary and final design, structural engineering, connection detailing, and construction administration, the Town will help build a deeper regional bench of engineers, architects, and designers equipped to deliver advanced timber infrastructure. These lessons will be documented and shared so other professionals and communities can apply them to future projects.

Economic outcomes and outputs

This project will generate immediate regional economic activity through the design, manufacture, fabrication, and construction of an advanced timber structure, while building the workforce, business capacity, and market knowledge needed to expand the use of high-value domestic forest products across Vermont and the Northern Border region. It is more than a bridge replacement: it creates a market demonstration for advanced wood products, drives specialized economic activity, builds workforce capacity, and establishes a replicable model for future timber transportation projects.

Forest-products market development

Outcome: Increased demand and market acceptance for high-value engineered wood products in transportation infrastructure.

Outputs: dollar value and volume of engineered wood purchased; number of regional suppliers; forest-products businesses participating; one completed timber transportation demonstration.

Workforce and business capacity

Outcome: Increased regional workforce and business capacity to deliver advanced timber infrastructure.

Outputs: workers trained; training hours; participating firms; timber professionals and apprentices involved; educational events.

Economic activity and transportation reliability

Outcome: Increased economic activity during construction and improved long-term transportation reliability.

Outputs: construction expenditures; jobs and work hours; contracts awarded; new bridge completed; improved load capacity; emergency access restored.

Heritage tourism and visitor economy

Outcome: A landmark covered bridge on a designated byway that supports the Valley's visitor economy.

Outputs: a permanent, publicly visible destination on the Mad River Byway; interpretive and promotional materials; alignment with regional tourism and byway efforts.

Market replication and regional impact

Outcome: Increased potential for replication of advanced timber transportation projects across Vermont and the NBRC region.

Outputs: case study; technical documentation; cost and performance data; presentations and site visits; outreach to municipalities, transportation agencies, engineers, and industry.

Project Beneficiaries & Community Context

- Describe the project beneficiaries including the service area and demographic data. See Program User Manual for additional instructions on completing this section.

The project serves a set of beneficiaries that widens outward from the crossing itself. Most directly, it serves the residents of Waitsfield with the population of 1,875) residents who rely on Meadow Road, including the households, farms, and landowners on the far side of the bridge for whom this crossing is a primary connection to the village and to Vermont Route 100. It also serves the emergency services whose fire

apparatus and ambulances are currently constrained by the bridge's weight posting. For those across the river, a modern covered bridge means not only dependable year-round access and emergency response, but a landmark at their doorstep that can draw visitor traffic and the economic activity that comes with it directly into their part of the community.

This crossing is not solely a vehicular route. The Town maintains a camera at the bridge, and on many days the count of people walking, running, cycling, and pushing strollers across it exceeds the vehicle count. Meadow Road functions as a shared community connection for pedestrians and cyclists as much as for drivers, which is why a safe, welcoming, and enduring bridge matters to residents and visitors alike.

More broadly, the project serves the Mad River Valley (over 5,000 in population) and Washington County (approximately 60,000), a rural region whose economy leans heavily on tourism and outdoor recreation (approximately 500,000 annual tourists), anchored by Sugarbush, Mad River Glen, the scenic byway which means a stronger tourism count in the summer months above and beyond the winter months, etc.. A landmark covered bridge on the Mad River Byway, visible from Vermont Route 100, directly supports the lodging, dining, retail, and recreation businesses that depend on visitor traffic.

The project also serves the regional forest-products economy and its workforce: the timber framers, engineered-wood manufacturers, designers, engineers, and fabricators engaged in the work, and the apprentices and practitioners, from the Valley, the region, and beyond, who will learn advanced and traditional timber-framing techniques through our co-applicant, Shaker Mountain School. Finally, as a documented demonstration project, it serves other rural communities and transportation agencies across Vermont and the four-state NBRC region that can adopt advanced wood products for their own infrastructure, and it advances a lower-carbon building approach at a time when reducing the embodied carbon of public infrastructure is a shared regional and state priority.

Community context: Waitsfield sits in the heart of the Mad River Valley, one of Vermont's most recognizable rural landscapes, a place defined by its river, its working lands, its village character, and a deep tradition of craftsmanship and building. Like much of rural Vermont, the Valley has increasingly become a tourism-driven economy, and the Town is working hard to welcome that economy without losing the rural character that draws people here in the first place. Our approach is smart growth: strengthening our village centers and our working lands, addressing a real workforce shortage, and resisting the urban sprawl that has hollowed out the character of so many places. This is a community that knows both the value of its historic infrastructure and the cost of losing it. Returning a covered bridge to the Meadow Road crossing, built to modern standards with Vermont wood and Vermont hands, fits squarely within that vision. It reconnects the community with a building tradition that shaped the Valley, invests in the local workforce through hands-on timber-framing training, and reinforces the rural, village-scaled character we are working to protect, while demonstrating that those traditions have a real place in Vermont's infrastructure future.

in addition, for interesting context, in August 2011, Tropical Storm Irene hit the Mad River Valley hard, and the Mad River that gives this valley its name and its beauty showed its other face. What people remember most, though, is not the damage. It is how the community came together in the days and weeks after, neighbor helping neighbor to dig out and rebuild. That response said everything about who we are. Fifteen years later, the community is about to gather again through our Irene 15 series, both to recognize the strength we found in that disaster and to keep doing the hard work of becoming more resilient as extreme weather events grow more frequent. A modern covered bridge over the Mad River, built to stand up to the conditions this valley now faces, is part of that same work.

Statement of Need

- What is the challenge or problem the project seeks to address? See Program User Manual for additional instructions on completing this section.

The immediate challenge is straightforward: the Meadow Road crossing is served by a 1955 steel bridge that VTrans has rated in Poor Condition and posted well below the loads the community and its emergency responders need. The existing structure is a single lane with no separate pedestrian lane or protected space, leaving the many people who walk, run, and cycle across it to share one narrow travel way with vehicles. That structure has to be addressed. But the Town sees this not as a problem to be managed at lowest cost, but as an opportunity to do something better with the moment we've been handed.

Every community facing aging infrastructure has a choice. The default is to replace like with like, a conventional steel or concrete span, and move on. Waitsfield is choosing a harder and more meaningful path: to meet a modern engineering challenge with modern wood products, and in doing so, to reconnect with a tradition this valley risks losing, along with the skills of craft and timber framing that could fade with it.

The world is changing and modernizing fast, and rural communities feel that pressure as much as anyone. This project accepts that change rather than resisting it. It embraces current best practices, advanced engineered wood, current AASHTO LRFD and VTrans standards, full modern load capacity. But it uses those modern tools to reach back and recover something worth keeping: a covered bridge at a crossing that had one for roughly a century, the craft of timber framing, and the character of a valley defined by its working lands and its building traditions. The need, then, is twofold. It is the concrete need for a safe, resilient, code-compliant crossing that serves residents, farms, businesses, and emergency responders. And it is the broader need, felt across rural Vermont, to modernize in a way that strengthens rather than erases what makes these places worth living in. This project meets both. It answers a real infrastructure problem with a solution that is modern in capacity, traditional in form, and rooted in the community it serves.

Program Investment Priorities

- Explain how your project aligns with Program Investment Priorities. See Program User Manual for additional instructions on completing this section.

This project aligns directly with the Timber for Transit investment priorities, beginning with the commitment to domestically sourced timber. The bridge would be built with Vermont-sourced wood and framed by Vermont craftspeople, using advanced engineered wood as a working demonstration of high-value forest products in public transportation infrastructure. Beyond showcasing the material, the choice carries a real environmental benefit: engineered wood generally offers a lower embodied-carbon footprint than steel or concrete, and can store sequestered carbon over the life of the structure. In a sector where bridges default to steel and concrete, a modern timber crossing is both a demonstration and a lower-carbon alternative.

The project responds directly to the priority for extreme weather readiness. The Mad River Valley learned hard lessons from Tropical Storm Irene in 2011, and from the flooding Vermont has faced since, and this community understands that infrastructure now has to be built for the storms of the future rather than the past. The importance of this crossing is not hypothetical: during a previous extreme weather event, the Meadow Road Bridge served as the detour route when other crossings were compromised, making its reliability a matter of real consequence for the community. Preliminary engineering suggests raising the new bridge approximately two feet above the existing structure to accommodate increased water flows, though the final elevation will be set during design. The bridge would be engineered to current standards for resilience, so that a critical crossing stays open and safe as extreme weather events grow more frequent and more intense.

Education and training sit at the center of this project. Through our co-applicant, Shaker Mountain School, the project would create a hands-on setting to teach and advance the craft of timber framing, growing the trade locally and regionally while sharing Vermont's timber-framing tradition with practitioners from around the world. The Town would also welcome partnerships with local schools at every level, from elementary field trips to technical high school carpentry programs to colleges, so the bridge becomes a living classroom. The Town intends to document the work through a case study, photographs and video, public presentations, and interpretive materials, and to partner with regional historical societies, covered-bridge preservation organizations, and others who both stand to gain from the project and can help inform it.

Finally, the project reflects Vermont's and the community's own priorities. The Waitsfield Town Plan guides every project the Town undertakes, and this one advances several of its core values: sustainability, resisting urban sprawl, and recognizing and supporting the Valley's rural character and history. The Town has been in contact with the Vermont State Program Manager to align the project with state priorities. And in keeping with how the Town approaches all of its work, this project is designed to be mindful of the residents and neighbors who struggle to get by, with attention to how public investment can help make life better for those facing real hardship.

Have you previously received NBRC funds?

- If yes, please provide NBRC grant number.

Yes. The Town of Waitsfield was awarded an NBRC Catalyst grant in the autumn of 2025 grant number, GT-25FAC-00057. That award supports the Waitsfield Community Wastewater Project, specifically the connection of the Waitsfield Elementary School to the also to be built community wastewater system in Irasville. That project is now moving toward bid. The Town is deeply appreciative of NBRC's support, and this Timber for Transit proposal is a separate and distinct project.

Does this project serve a rural community with a population of less than 5,000?

Yes

Does this project benefit an underserved community?

Yes. The project is located in Waitsfield, in Washington County, which NBRC currently designates as a Transitional county, a designation reflecting a county that has recently experienced high rates of poverty, unemployment, or outmigration, or is economically distressed and underdeveloped. Waitsfield is a rural community of 1,844 residents (2020 U.S. Census), well under the 5,000-person threshold.

Beneath the Mad River Valley's reputation as a resort area lie real and documented socioeconomic stresses, particularly outmigration and affordability pressures that fall hardest on working residents. The Valley's population declined roughly 10 percent between the 2020 census (5,185) and the 2023 American Community Survey estimate (4,677), and the region is aging faster than Vermont as a whole, with sustained losses among working-age households. Housing has grown increasingly out of reach: from 2019 to 2024 the Valley saw a net loss of approximately 81 long-term housing units as primary residences converted to seasonal use, and local wages in several of the community's core sectors, including agriculture, retail, and hospitality, fall below even the wage needed to afford a modest one-bedroom home in the

county. The strain shows in rising need: visits to the Mad River Valley Community Pantry roughly doubled between 2016 and 2024, and emergency assistance dispersed by the Mad River Valley Interfaith Council rose 88 percent in a single year, from \$10,329 in 2023 to \$19,440 in 2024.

This is a small rural community carrying real economic pressures with limited public resources to meet them. A modern, resilient, publicly owned crossing is exactly the kind of essential infrastructure that serves residents, farms, local businesses, and emergency responders in a community that lacks the tax base and redundancy of larger places. The investment directly benefits an underserved, transitional-designated rural community while demonstrating an innovative timber solution with broad relevance to similar communities across the Northern Border region.

Which of these is most applicable to the applicant organization?

Has applied in the past and been awarded NBRC funds

Does the Authorized Official give permission to NBRC to share basic budget information and project narrative with other state and regional funders?

true

Contacts				
Project Role	Name	Email	Is Key Contact	Is User
Project Director/Manager	York Haverkamp	york.haverkamp@waitsfieldvt.gov	true	true

Acknowledgement

I hereby certify that the information provided above is accurate and complete.

Acknowledgement
I Agree

Submitted By
York Haverkamp

Submitted On
08/20/2026 8:00 PM

System Information

Created By
York Haverkamp

Created Date
08/20/2026 12:31 PM

Last Modified By
York Haverkamp

Last Modified Date
08/21/2026 4:19 PM

Locations

Pre-Application Match

Match %

50%

Match Justification

50023;5002375325

Budget

Budget Summary

Award Floor

\$1.00

Award Ceiling

\$5,000,000.00

Funds Requested

\$850,830.00

Total Project Amount

\$1,701,661.00

Budget Periods

Budget Period #	Start Date	End Date
BP01	02/01/2027	09/30/2030

Budget Categories

Category Name	NBRC Share	Other Federal Share	Applicant Match	Other	Total Project Cost
Construction	\$375,000.00	\$0.00	\$375,001.00	\$0.00	\$750,001.00
Consultants	\$40,000.00	\$0.00	\$40,000.00	\$0.00	\$80,000.00
Contracts and Sub-Grantees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$48,000.00	\$0.00	\$48,000.00	\$0.00	\$96,000.00
Fringe Benefits	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Indirect Costs	\$37,530.00	\$0.00	\$37,530.00	\$0.00	\$75,060.00
Other Direct Costs	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Personnel (Direct Labor)	\$177,800.00	\$0.00	\$177,800.00	\$0.00	\$355,600.00
Supplies and Materials	\$145,000.00	\$0.00	\$145,000.00	\$0.00	\$290,000.00
Travel	\$27,500.00	\$0.00	\$27,500.00	\$0.00	\$55,000.00
Grand Total	\$850,830.00	\$0.00	\$850,831.00	\$0.00	\$1,701,661.00

Budget Narrative

Justification for Project Cost

- Include a cost-justification for each expense over \$5,000 included in the budget table above, otherwise add N/A.

Construction — \$750,000. This line covers construction of the new covered timber bridge, including the engineered timber superstructure, substructure and replacement of both bridge abutments, demolition and removal of the existing 1955 steel structure, repair of the infrastructure beneath the bridge, site work, and approaches. The figure is based on the Town's preliminary cost estimate / an engineer's opinion of probable cost, and reflects a structure designed to current AASHTO LRFD and VTrans standards and sized to carry all legal loads and emergency-response vehicles. The construction contract will be competitively procured following an award and Notice to Proceed.

Consultants (Engineering and Design) — \$80,000. This line covers professional engineering and design services, including preliminary and final design, structural engineering, load rating, connection detailing, permitting support, and construction administration and resident project representation. These services will be competitively procured through an RFP following an award and Notice to Proceed. The scope reflects the specialized nature of designing and load-rating a modern engineered-timber transportation structure to federal and state bridge standards.

Personnel Direct Labor — \$355,600. This number represents a shop labor rate of \$135/hr. and covers the approximate crews time for this project.

Equipment — \$96,000.

Supplies and Materials — \$290,000.

Indirect Costs — \$75,060. 10% of personnel direct labor, supplies and materials, travel, and \$25,000 of each subcontract.

Travel — \$55,000

Waiver Information

Is the applicant and/or co-applicant a prior NBRC award recipient who has *not* expended 75% of project funds? If yes, a 75% Expenditure Waiver may be required. For additional waiver requirements refer to the Program User Manual.

Is a 75% Expenditure Waiver may required?

Yes

Please list all current NBRC awards utilizing the NBRC project number

Catalyst project # GT-25FAC-00057

Please refer to the NBRC's Distress Criteria to determine the designated level of distress per the project's location. If the project is located in an Attainment County and *not* located in an Isolated Area of Distress a significant benefit waiver is required to be submitted with a pre-application. If an applicant or co-applicant is located outside of the NBRC service area in a member state with projects that could bring significant economic benefits to distressed or transitional counties a significant benefit waiver is required to be submitted with a pre-application. For additional waiver requirements refer to the Program User Manual.

Is a Significant Benefit Waiver required for this project?

No

Catalyst program applicants are required to utilize a Local Development District (LDD) for grant administration unless they are a department of State government or receive an approved LDD waiver.

Is a Local Development District (LDD) waiver being requested?

No

Funding Sources and Commitments

Funding Source	Type of Funding	Amount	Date of Commitment, Secured/Pending	Status
Bond	local	\$850,831.00	03/02/2027	will go for bond at town meeting 2027

Forms and Files

Supporting Documents Checklist

Description	Required	Status	Template Link	Grantee Document Link
75% Expenditure Waiver	Optional	Active	View	View
LDD Waiver	Optional	Active	View	Not Applicable
Significant Benefit Waiver	Optional	Active	View	Not Applicable

Forms

Form Name	Report Type	Mandatory	Percentage	Last Modified By	Last Modified Date
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Pre-Application Files

Title	Classification	File Extension	Description	Created Date
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Notes

Title	Description	Created Date	Created By
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Town of Waitsfield

Application for Public Festival Permit

Instructions: This application must be received at the Town Office at least 30 days prior to the commencement date of the festival. Applications are reviewed and permits issued by the Selectboard. The application fee must be paid upon submission of the application, unless the festival is conducted solely for charitable or non-profit purpose and the applicant is seeking a waiver of the fee from the Selectboard.

- 1) Name of Festival: Irene at 15: Lessons from Tropical Storm Irene 15 years Later
- 2) Date(s) of Festival: Thursday, September 10th
- 3) Location of Festival: Bridge Street, Waitsfield
- 4) Hours of Festival: 3-7:30pm
- 5) Sponsor of Festival: Friends of the Mad River, Mad River Valley Planning District
- Address: 4061 Main Street, Waitsfield, VT

Phone #: (802) 917-2492 e-mail: luke@friendsofthemadriver.org

- 6) Please provide names of principal individuals responsible for the festival:

<u>Friends of the Mad River</u>	<u>Mad River Valley Planning District</u>
Name	Name
<u>Luke Foley</u>	<u>Franni Hoag</u>
Phone	Phone
<u>(802) 917-2492</u>	<u>(802) 496-7173</u>
Address	Address
<u>4061 Main Street, Waitsfield</u>	<u>4061 Main Street, Waitsfield</u>

- 7) Owner of premises where festival is to take place. If sponsor is not the owner, the owner's written consent must be submitted with the application.

<u>Owner</u>	<u>Address</u>
<u>Phone</u>	

- 8) A. Number of tickets to be printed, if applicable: NA
- B. Number of persons reasonably expected to attend: 150-200
- C. Fee: \$25 for each 250 persons expected to attend: \$0
- D. If festival is charitable or non-profit, are you requesting a fee waiver? Yes

If so, please explain the charitable or non-profit nature of the event: _____

This event is the first of a 5 event series focused on comemorating the 15th anniversary of Tropical Storm Irene.

It is designed to build awareness and enthusiasm for public action on issues related to flood resilience in the MRV.

- 9) Specific arrangements proposed to be made for off-street parking, sanitation facilities, traffic control, security, crowd/noise control, food & beverage service, if any. ATTACH SEPARATE SHEET IF NEEDED:
see additional document

- 10) Summary of advertising and sign material including scope, general description and estimated budget therefore. ATTACH SEPARATE SHEET IF NEEDED:
see additional document

- 11) General nature of the festival, persons scheduled to appear, and description of program. ATTACH SEPARATE SHEET IF NEEDED:
see additional document

- 12) If food and beverage are to be provided, indicate name and address of provider(s). ATTACH SEPARATE SHEET IF NEEDED:
see additional document

- 13) I hereby represent that to the best of my knowledge the information provided in this application is true and correct:


Signature

Lucas Foley
Printed Name of Applicant

8/10/26
Date

.....
Disposition of application – For Town Use Only

Denied: _____ Granted: _____ Date of Selectboard Action: _____

Conditions:

By: Waitsfield Selectboard

Irene 15th - Bridge Street Party Kickoff Event Overview

The 15th anniversary of Tropical Storm Irene provides an opportunity to think back to the events of that storm as they showcased both vulnerabilities and resilience. This anniversary also provides a frame of reference for the work that has happened since, our understanding of subsequent storms, and our preparedness for the next Irene that comes this way. A core lesson that has been carried through the last 15 years is the importance of community, social connections, and trust in one another as building blocks for resilience. It was the people who live and work here that came out and volunteered to clean up after the flood. It was the deep relationships that made sure that help got where it was needed most. And, critically, it was the trust in one another, in town and regional leaders, and in a shared vision for a vibrant and thriving post-flood community that has continued to bring people together to this day.

The kickoff event for this series continues this story by recreating and reimagining the post-Irene block party as an invitation to a year-long discussion around flood & storm resilience in the MRV.

Event Details

Date & Time

September 10th (3-9 pm)

Rain Date: September 17th

Event Flow

2:30: Bridge Street closes for setup

3-5:30 pm: Educational Activities, Art Installations, Photo Exhibits, Ethnography Project, StoryWalk, Phineas Gage band set

5:30-7:30 pm: Mad Mountain Scramblers band set, food trucks, beverages on Bridge Street

7:30: Bridge Street reopens

8-9 pm: Mad River cold plunge, sauna session, and community campfire conversation w/ Drip Culture

Location

Bridge Street Parking Area, River Front

Event Activities

- River exploration - family friendly time at the river facilitated by FMR
- StoryWalk - MRV Libraries
- Photo and Art Installations - David Garten, Jeb Wallace Brodeur, Troy Kingsbury
- Tabling - FMR, MRVPD, other local groups supporting community resilience w/ staff and tables
- Live Music, local food and beverages

Property Permissions

We have permission from Chris Pierson and Kellee Mazer who are the two main property owners in the immediate vicinity. We have also worked to partner with all local businesses in the immediate vicinity of the event and are working with them to create opportunities for their participation in the event.

Parking

Parking will be available in the following locations: Bridge Street Marketplace parking lots, Bridge Street riverfront parking, Waitsfield Town Office, Waitsfield Elementary School, Village Meeting House Parking Lot

Traffic Control

Washington County Sheriff's Department will provide traffic control at the intersection of Rte 100 and Bridge Street.

Noise Control

The size and scale of the event will be similar to Round Up events that happened in the past on Bridge Street. FMR and MRVPD, along with the Sheriff's Department, will be responsible for crowd/noise control.

Food and Beverage Vendors

Gracie's Tamales

5th Quarter Provisions

The VG

Dougy Fresh

Scrag and Roe

Alcoholic beverages and permitting by Scrag and Roe

- We have been working with Tara and Georgia at Scrag and Roe to handle alcohol permits, "beer gardens", and event management. We are happy to share and discuss our plans with you, including doing a site walk as needed.

Other Partners

- Libraries
- Harwood Union HS and Paul Kramer - Ethnography project
- Eric Friedman and Chamber of Commerce
- Historical Society - Historical Flood Photos Gallery
- 20 Bridge Street Businesses
- MRV Rotary (funding and volunteers)

Date: August 14, 2026

To: Waitsfield Selectboard

From: Mary Jane Potter, Assessor

Re: E&O request to delete Parcel 040008000 & 040011000

The parcel 040008000 should be deleted because it is now part of 040011000 because the two adjoining parcels were put into the same trust on March 31, 2026. The assessment on 040011000 will increase from \$354,900 to \$401,300 and the assessment on 040008000 will go from \$139,200 to \$0.00. The resulting assessments of the two parcels will be a decrease of \$46,400.

Thank you for your attention to this request.

Sincerely,

Mary Jane

Note to the Selectboard

August 24, 2026

Re: Roadside Mower — FY2027 Budget Line Correction

It appears a decimal place was misplaced in the roadside mower line item of the FY2027 budget. The line was entered as **\$750.00**, but the correct amount is **\$7,500.00** — a difference of **\$6,750.00**.

Given the maintenance and repair work the Road Department needs to perform on the roadside mower, I am requesting that the Selectboard approve **\$6,750.00 from undesignated funds** to bring the line item up to its correct total of \$7,500.00.

Thanks and peace,

York

TOWN OF WAITSFIELD WAITSFIELD, VERMONT

OLD CENTER FAYSTON ROAD AND CENTER FAYSTON ROAD CULVERT IMPROVEMENTS

DRAWING LIST

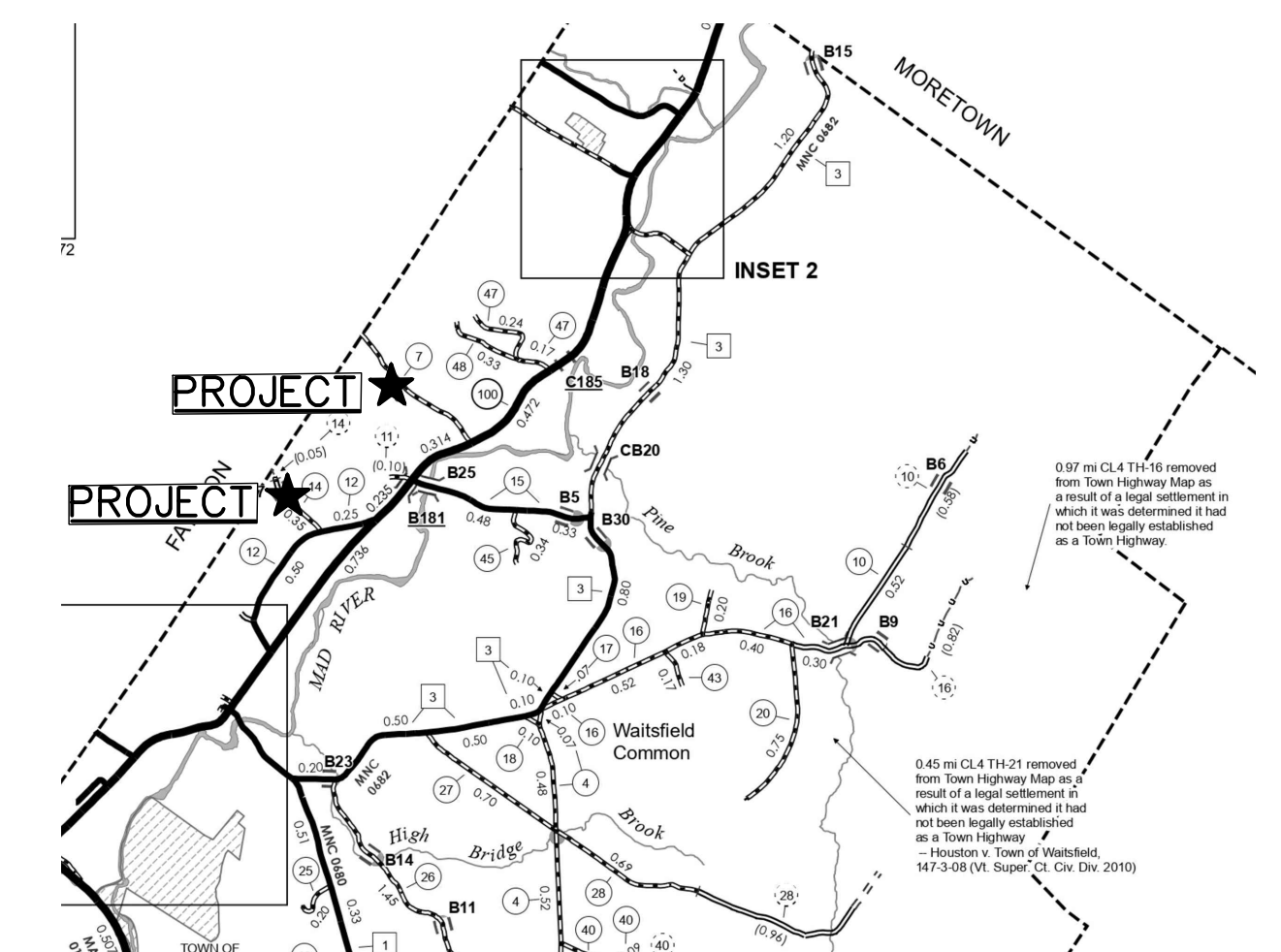
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- C2 BROOK CROSS SECTIONS
- C3 PROPOSED ROAD CROSS SECTIONS
- C4 PRECAST CONCRETE CULVERT PLANS AND RIPRAP DETAIL
- C5 EROSION CONTROL
- C6 EXISTING AND PROPOSED CONDITIONS-PLANS AND PROFILES
- C7 BROOK CROSS SECTIONS
- C8 PROPOSED ROAD CROSS SECTIONS
- C9 PRECAST CONCRETE CULVERT PLANS AND RIPRAP DETAIL
- C10 EROSION CONTROL

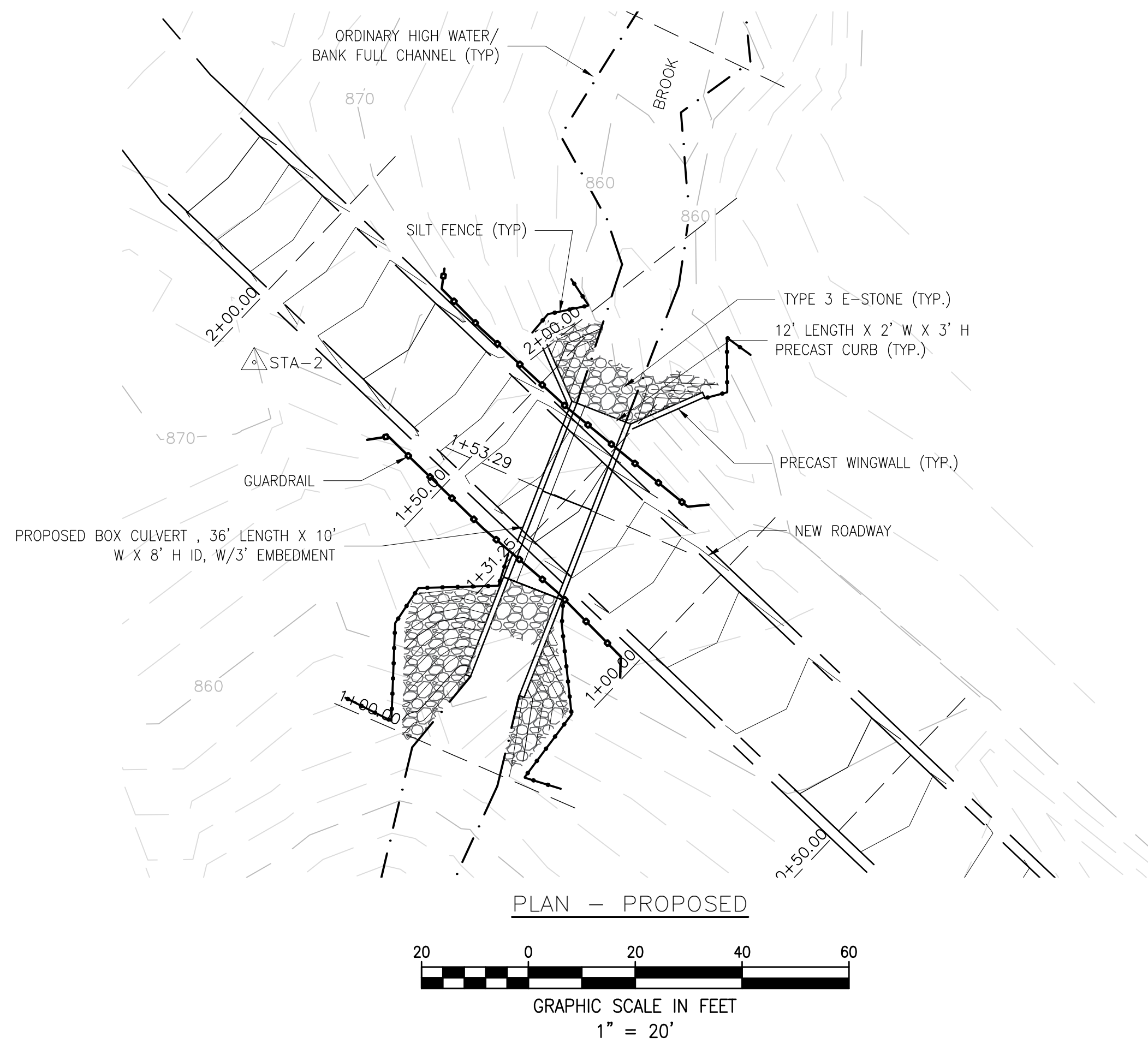
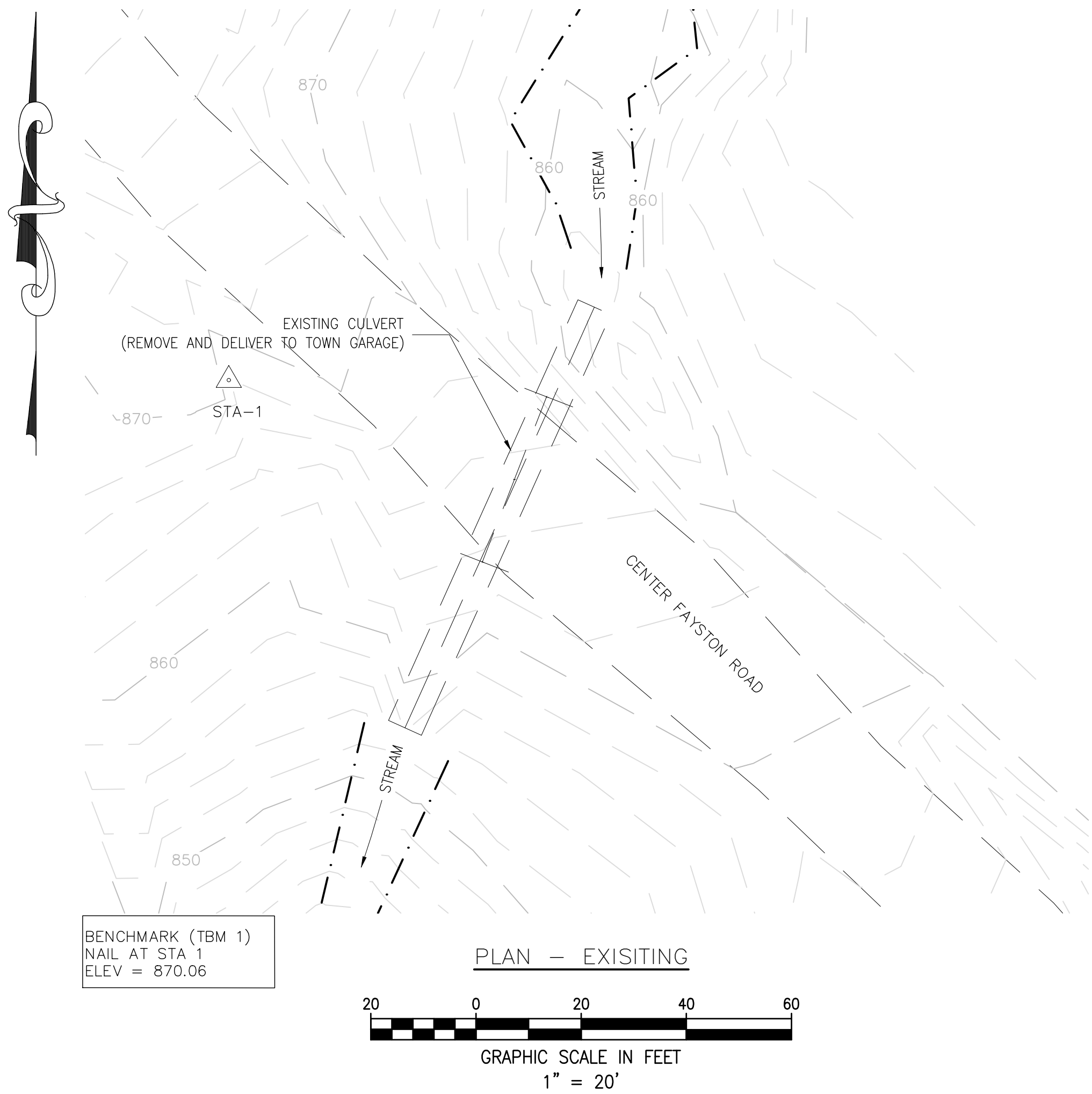


New England
Consulting Engineers

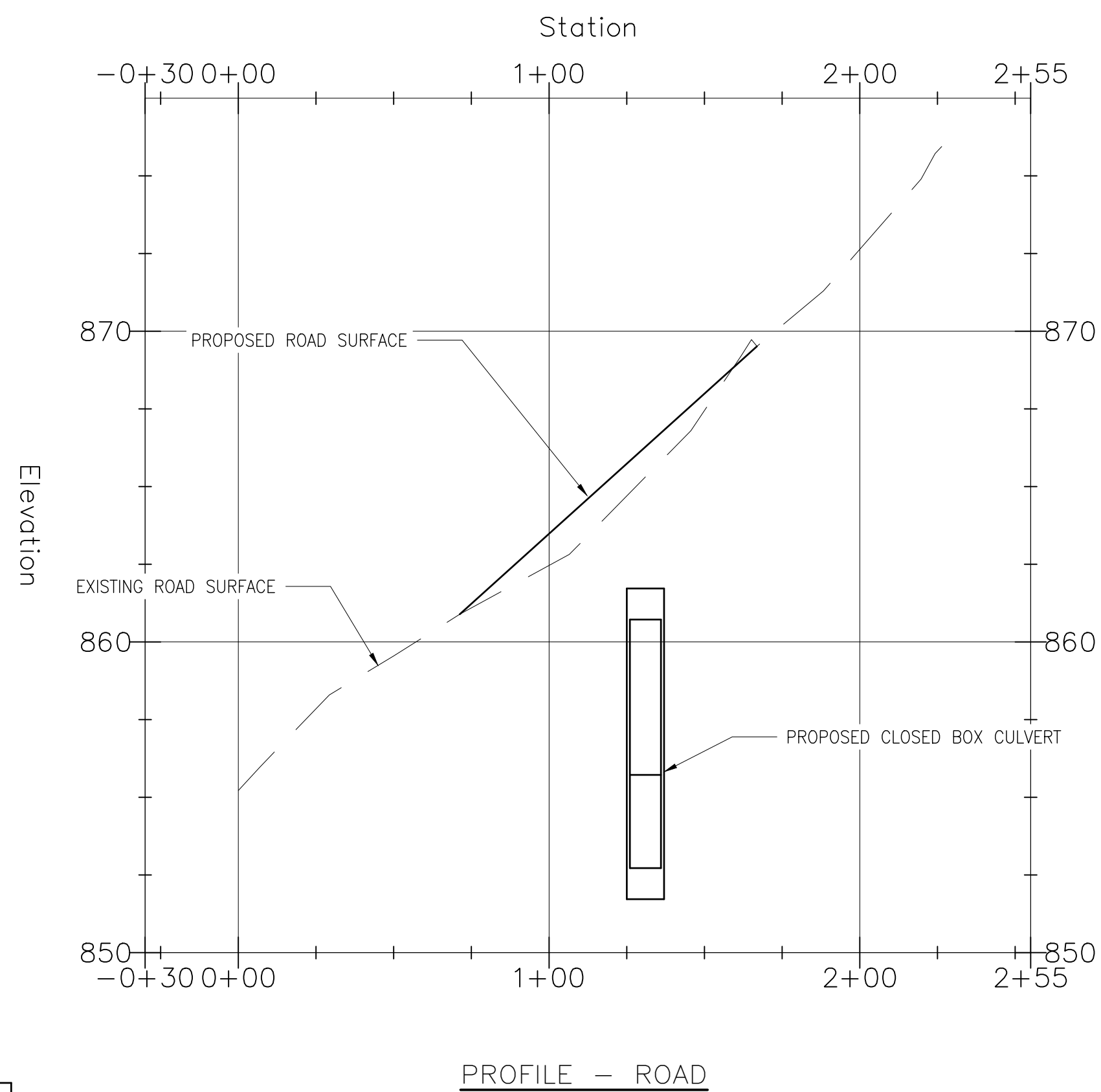
ENGINEERING AND ENVIRONMENTAL SERVICES

120 NORTHGATE PLAZA
MORRISVILLE, VERMONT 05661
(802) 888-5722

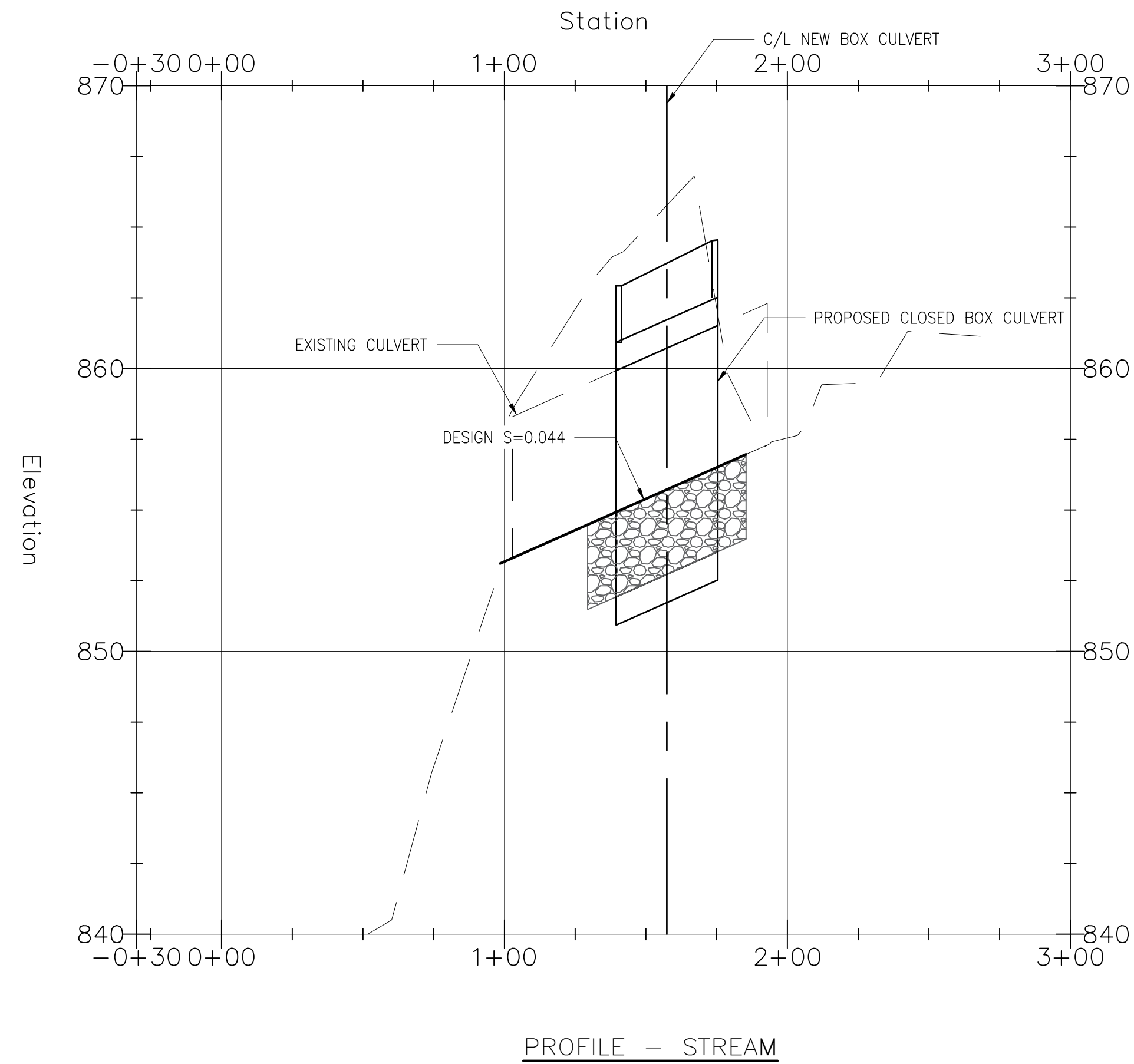




CENTER FAYSTON ROAD - ROAD PROFILE



CENTER FAYSTON ROAD - BROOK PROFILE



REVISIONS

New England
Consulting Engineers

120 NORTHGATE PLAZA
MORRISVILLE, VERMONT 05680
TEL: (802) 888-5722

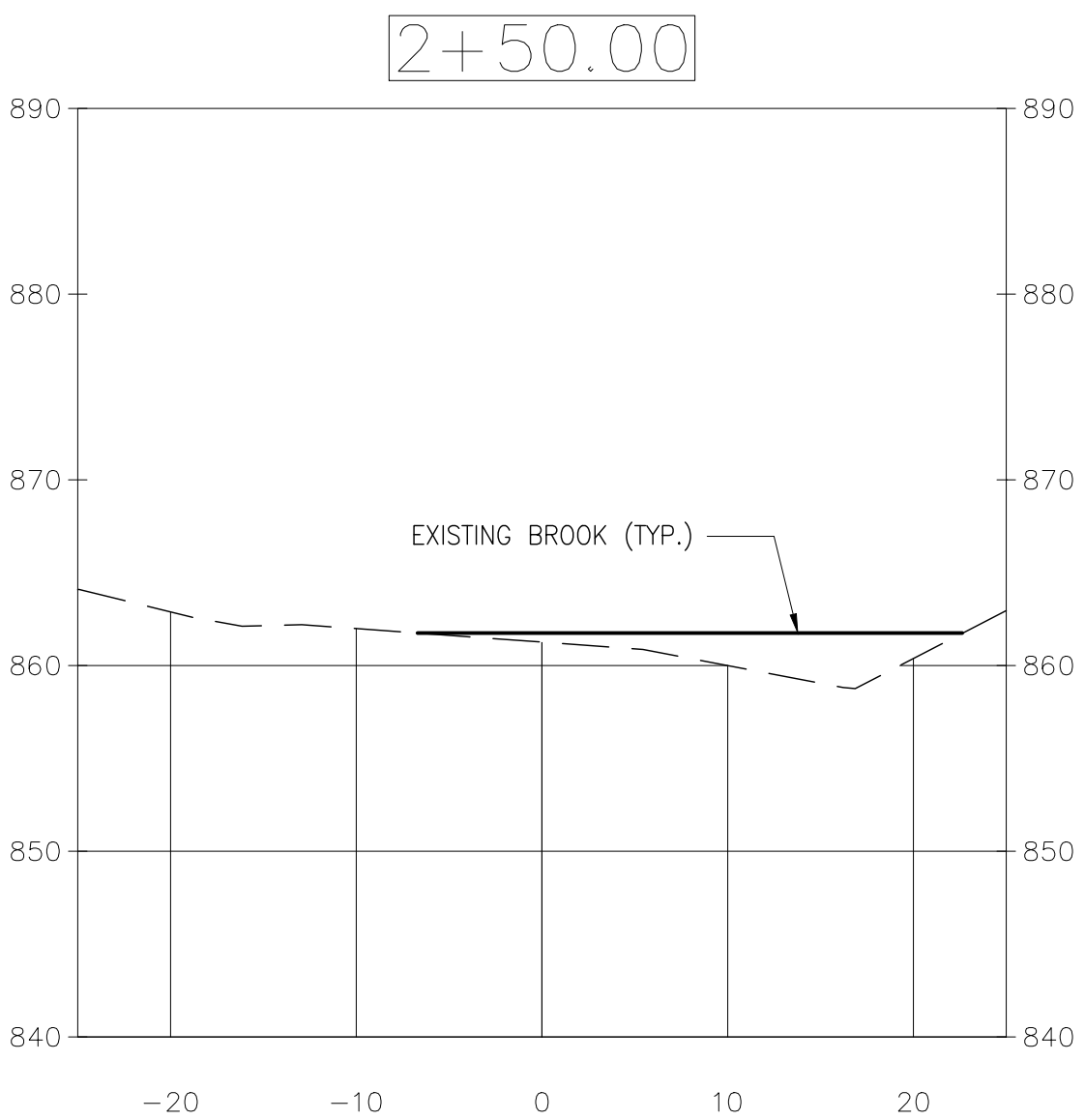
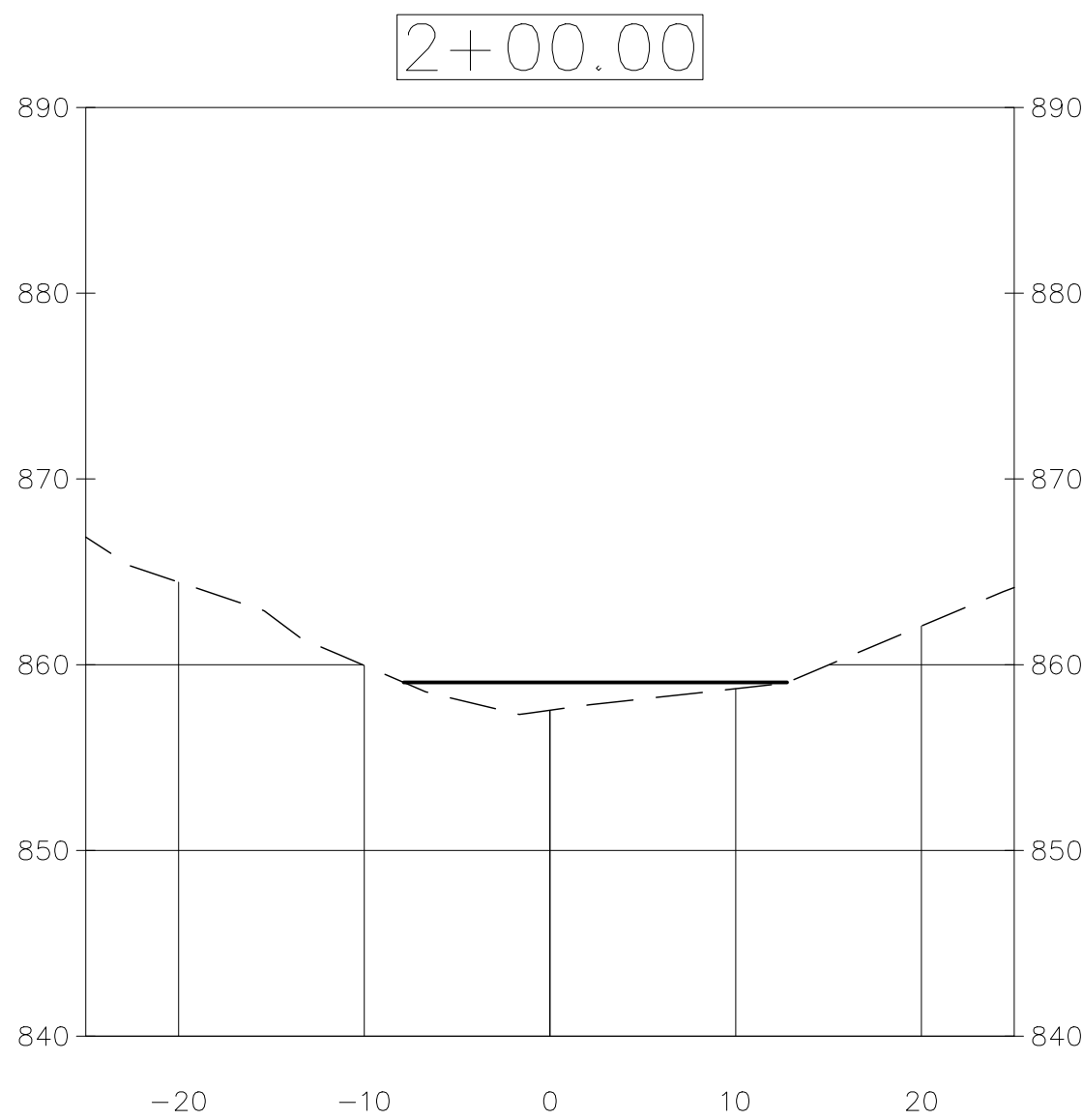
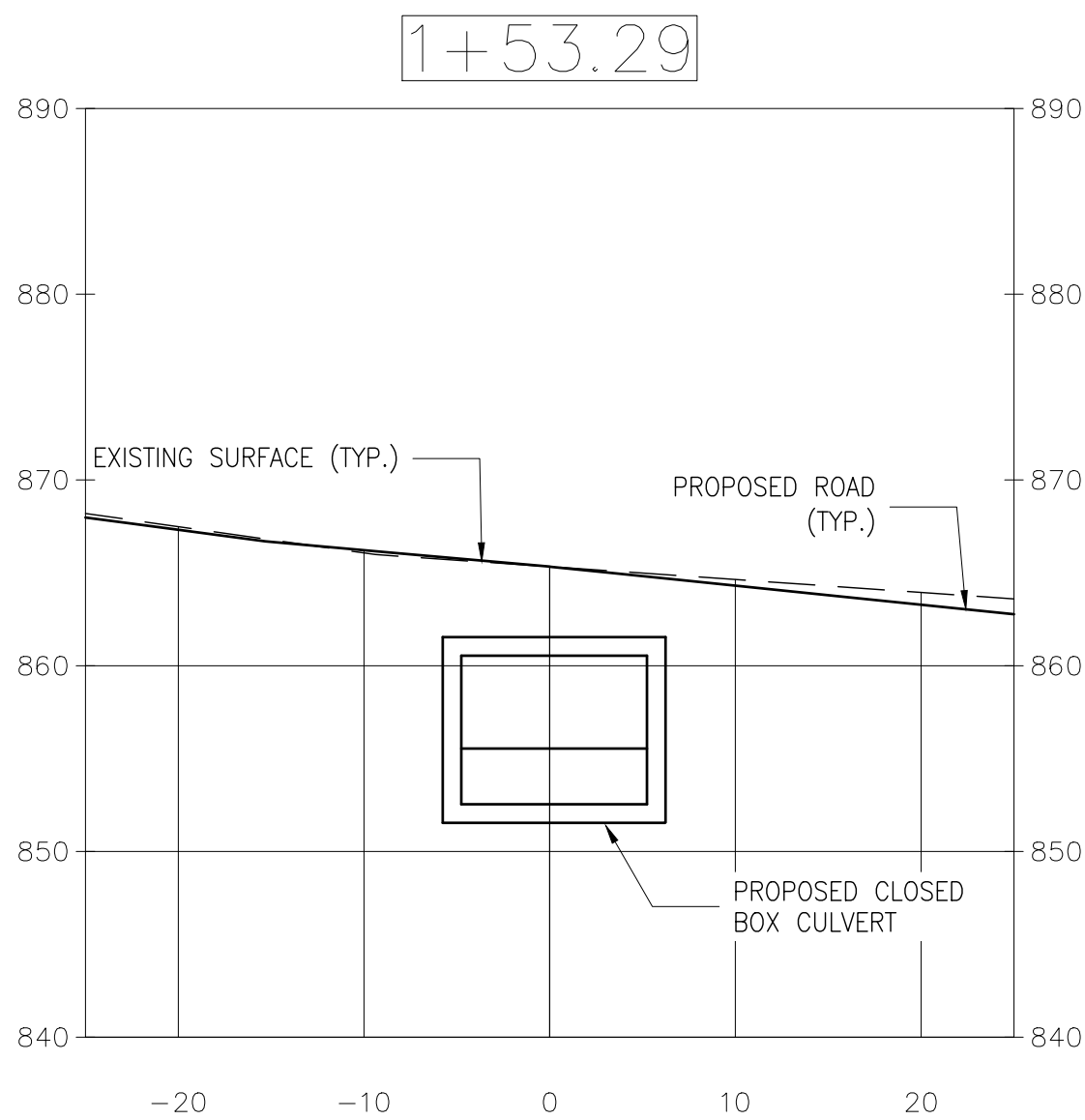
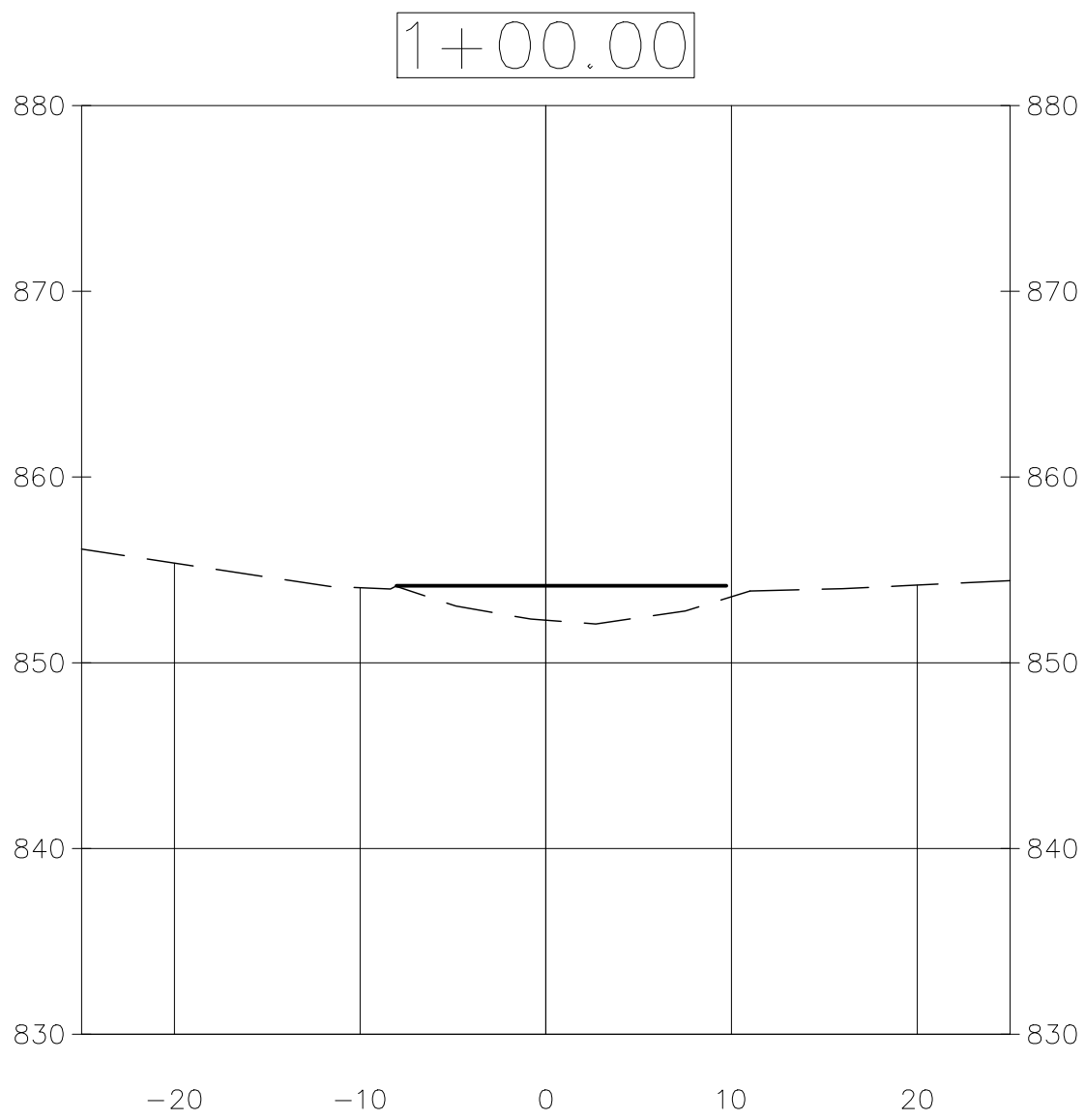
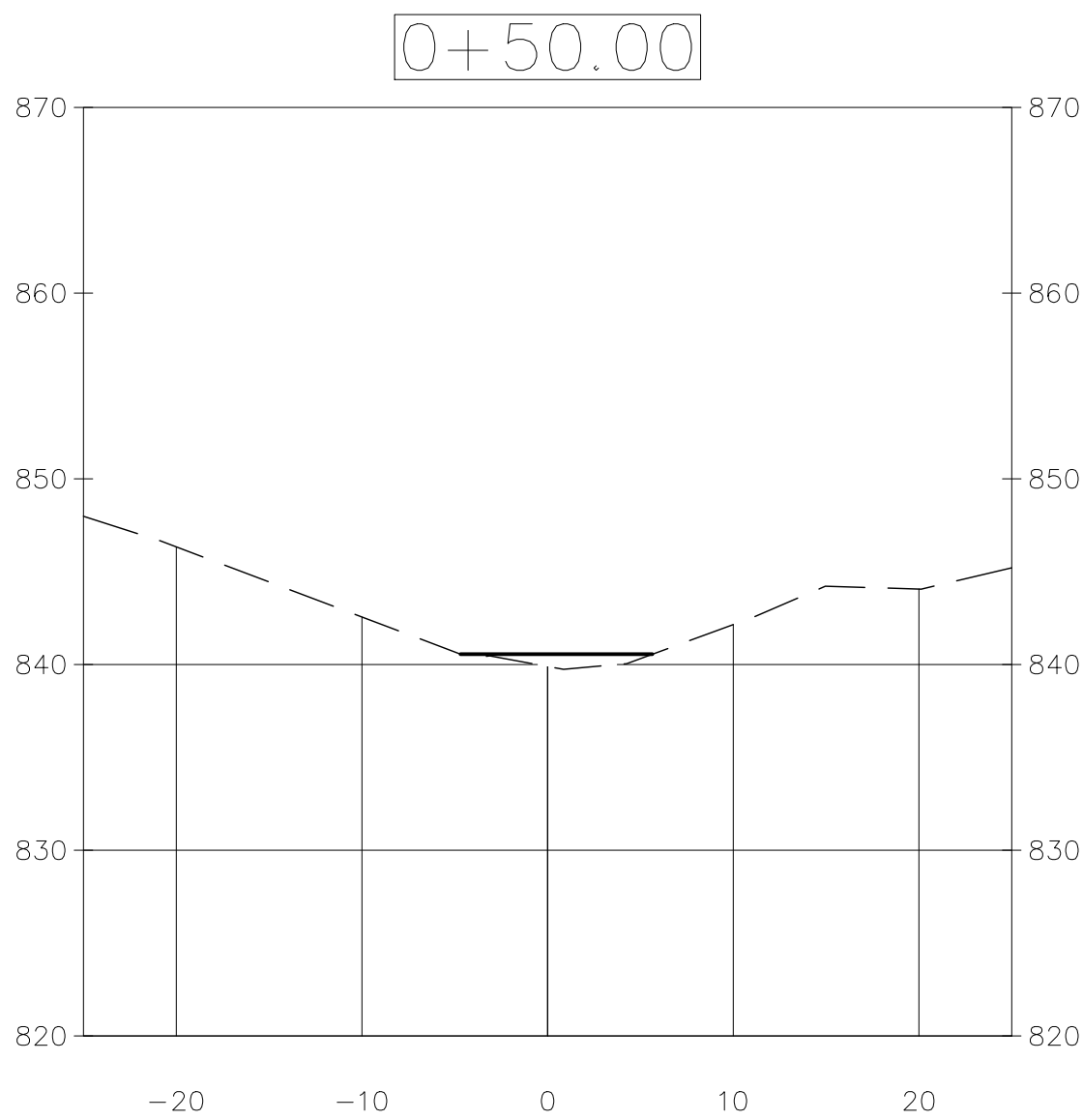
TOWN OF WAITSFIELD
2026 CULVERT PROJECTS
WAITSFIELD, VERMONT

CENTER FAYSTON ROAD
CULVERT REPLACEMENT
PLANS AND PROFILES

PROJECT NO. 1134
DESIGNED BY: BDL
DRAWN BY: BDL
DATE: MAY 2026
SCALE: AS NOTED

C-1

1 OF 10



REVISIONS



**New England
Consulting Engineers**

120 NORTHGATE PLAZA
MORRISVILLE, VERMONT 05680
TEL: (802) 888-5722

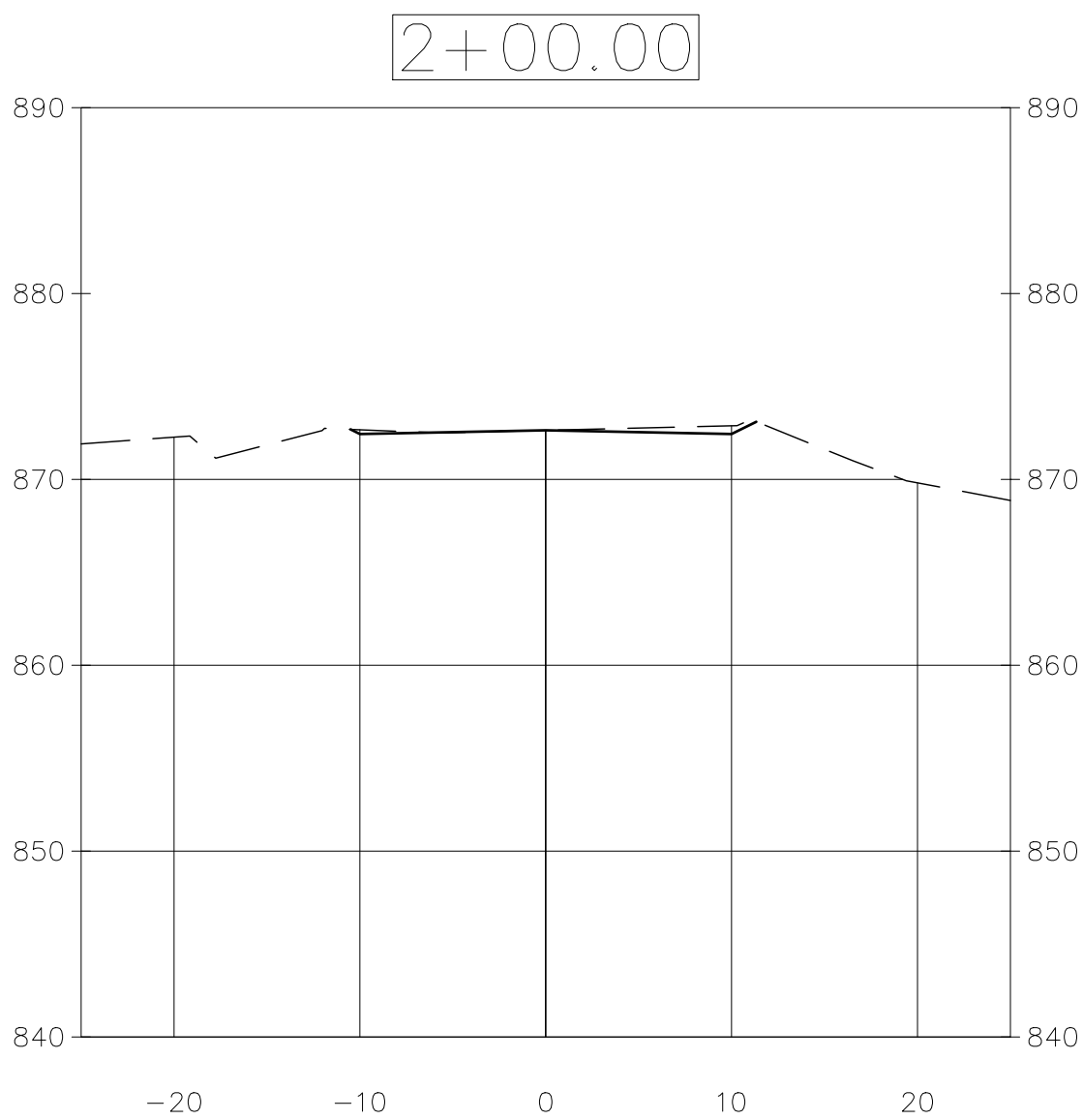
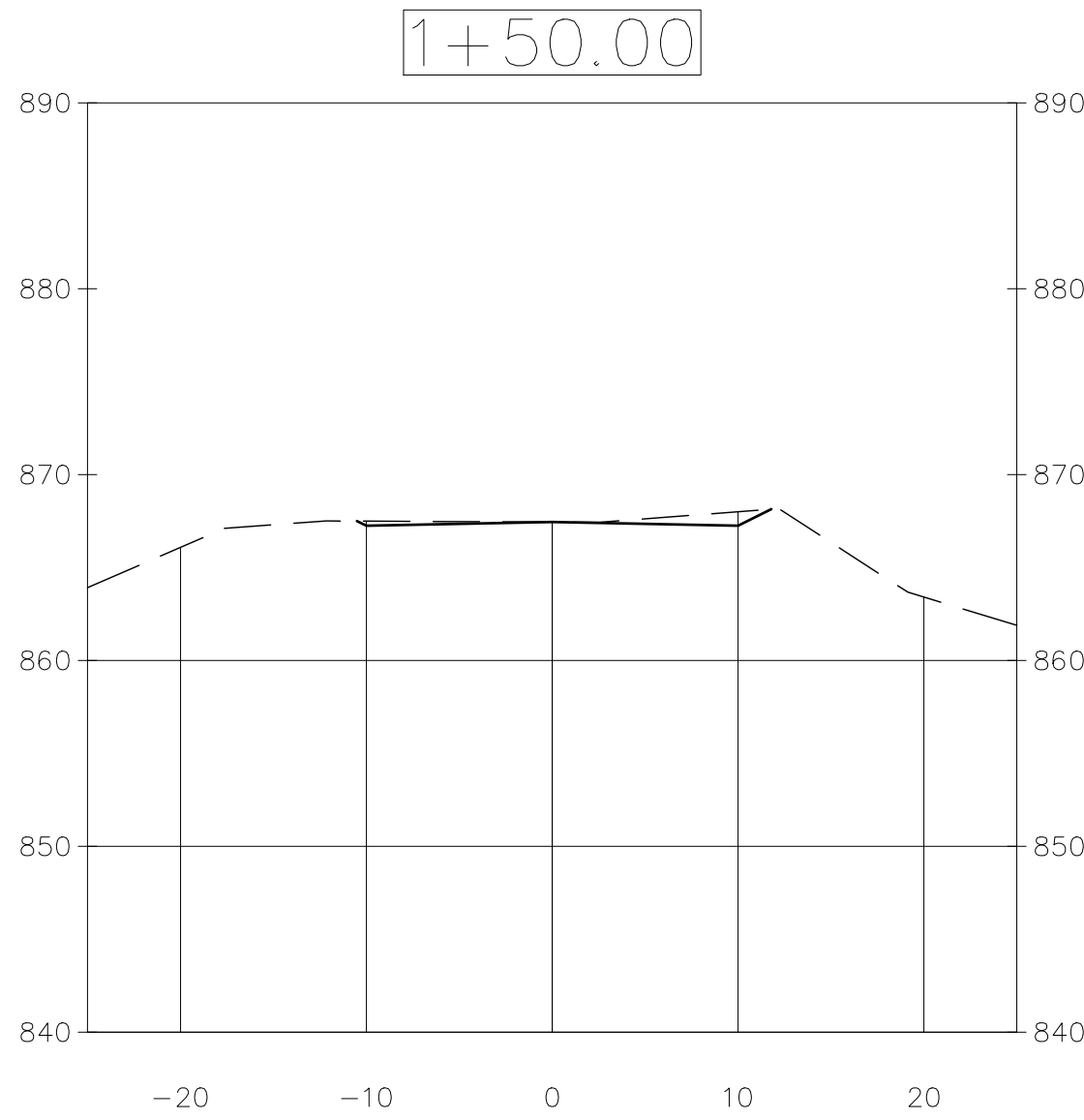
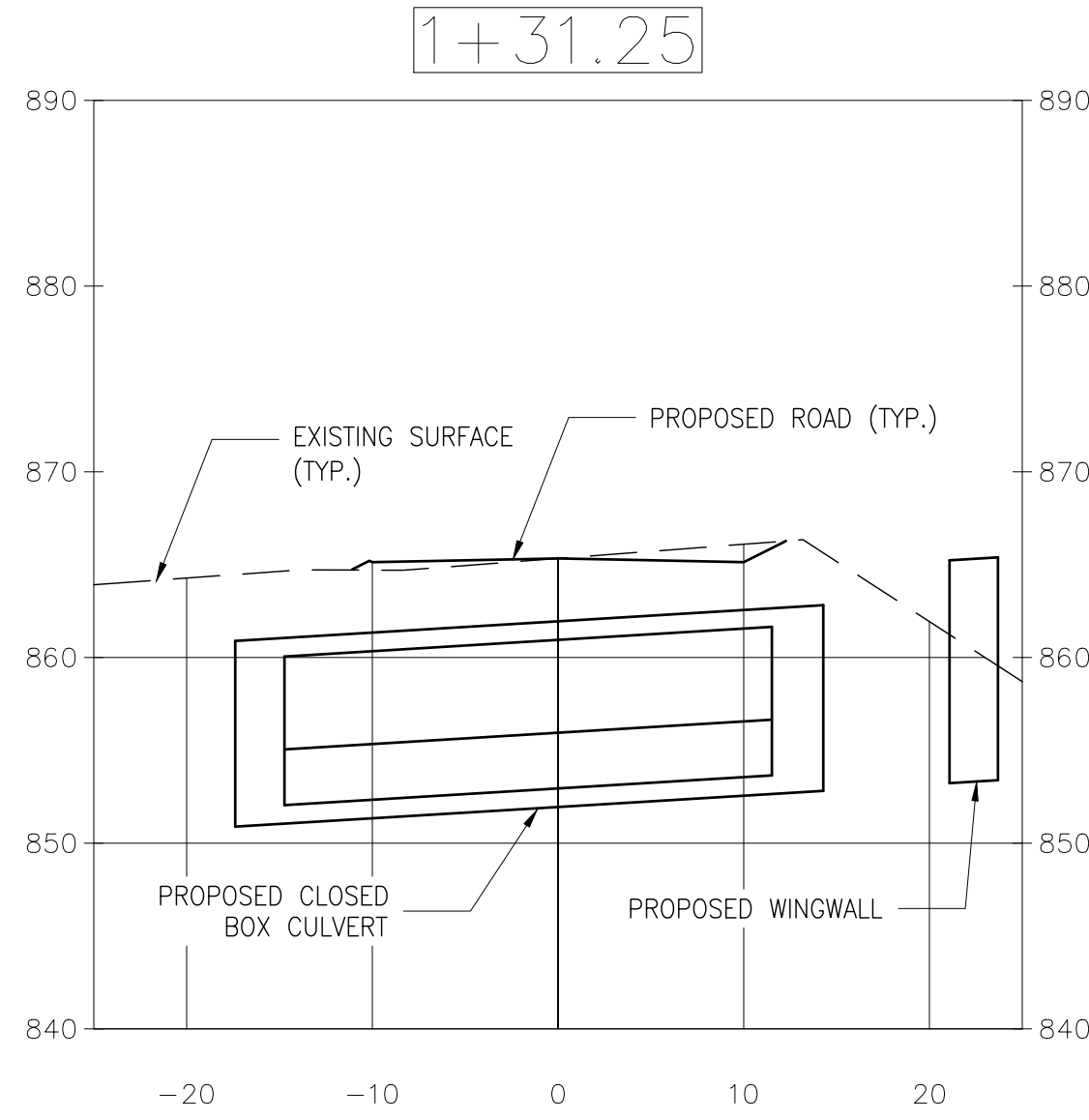
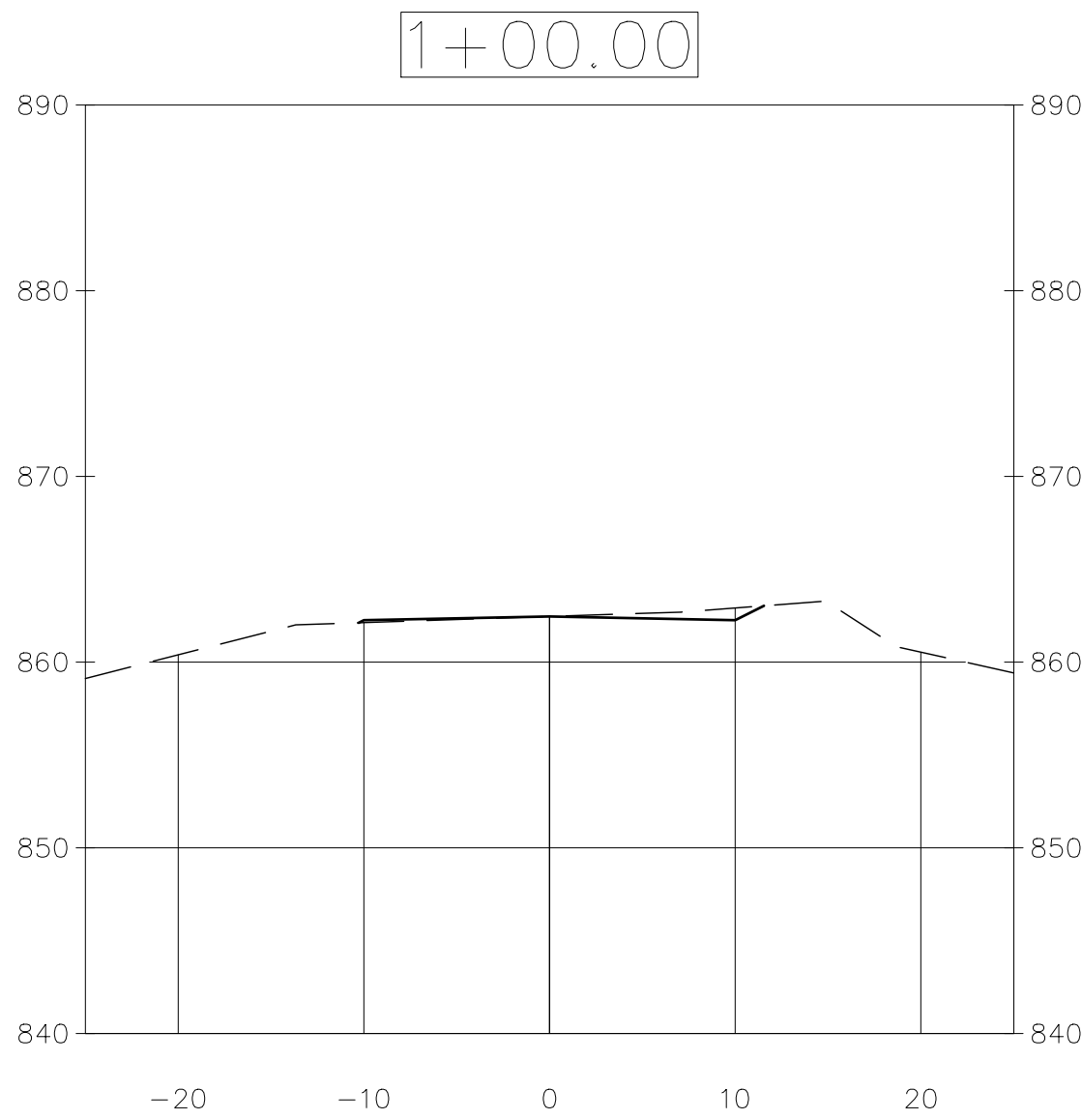
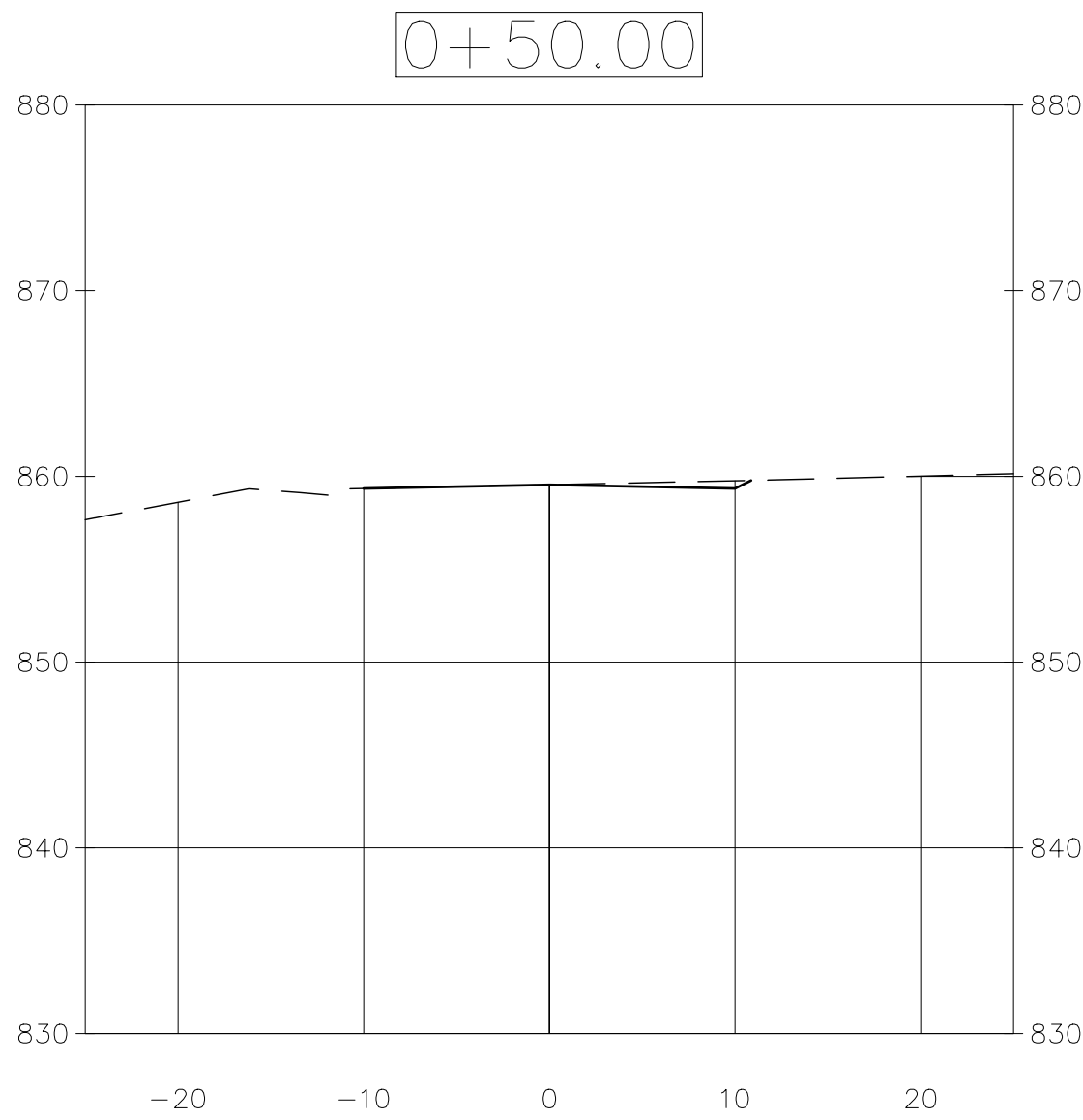
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TOWN OF WAITSFIELD 2026 CULVERT PROJECTS WAITSFIELD, VERMONT	CENTER FAYSTON ROAD CULVERT REPLACEMENT BROOK SECTIONS
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PROJECT NO.	1134
DESIGNED BY:	BDL
DRAWN BY:	BDL
DATE:	MAY 2026
SCALE:	AS NOTED

C-2

2 OF 10



REVISIONS



**New England
Consulting Engineers**

120 NORTHGATE PLAZA
MORRISVILLE, VERMONT 05680
TEL: (802) 888-5722

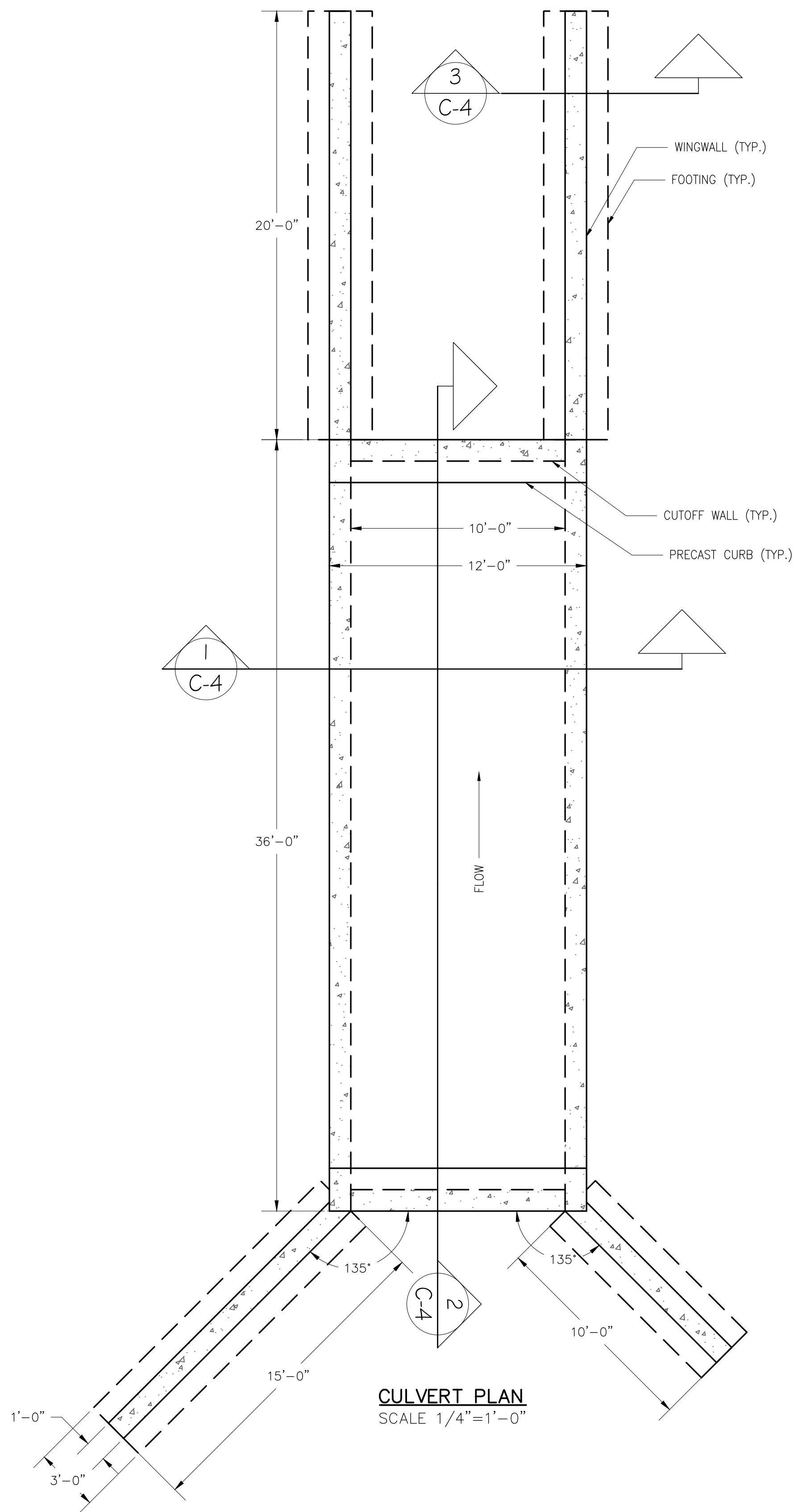
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TOWN OF WAITSFIELD 2026 CULVERT PROJECTS WAITSFIELD, VERMONT	CENTER FAYSTON ROAD CULVERT REPLACEMENT ROAD SECTIONS
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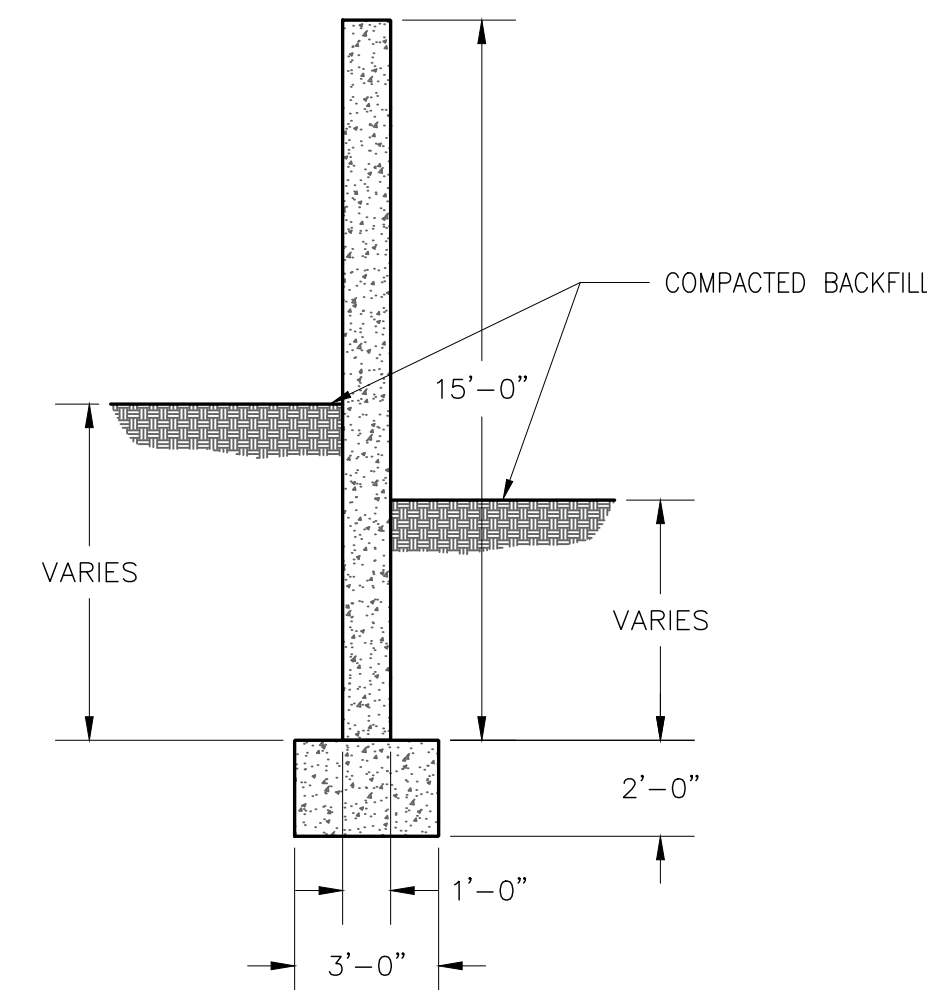
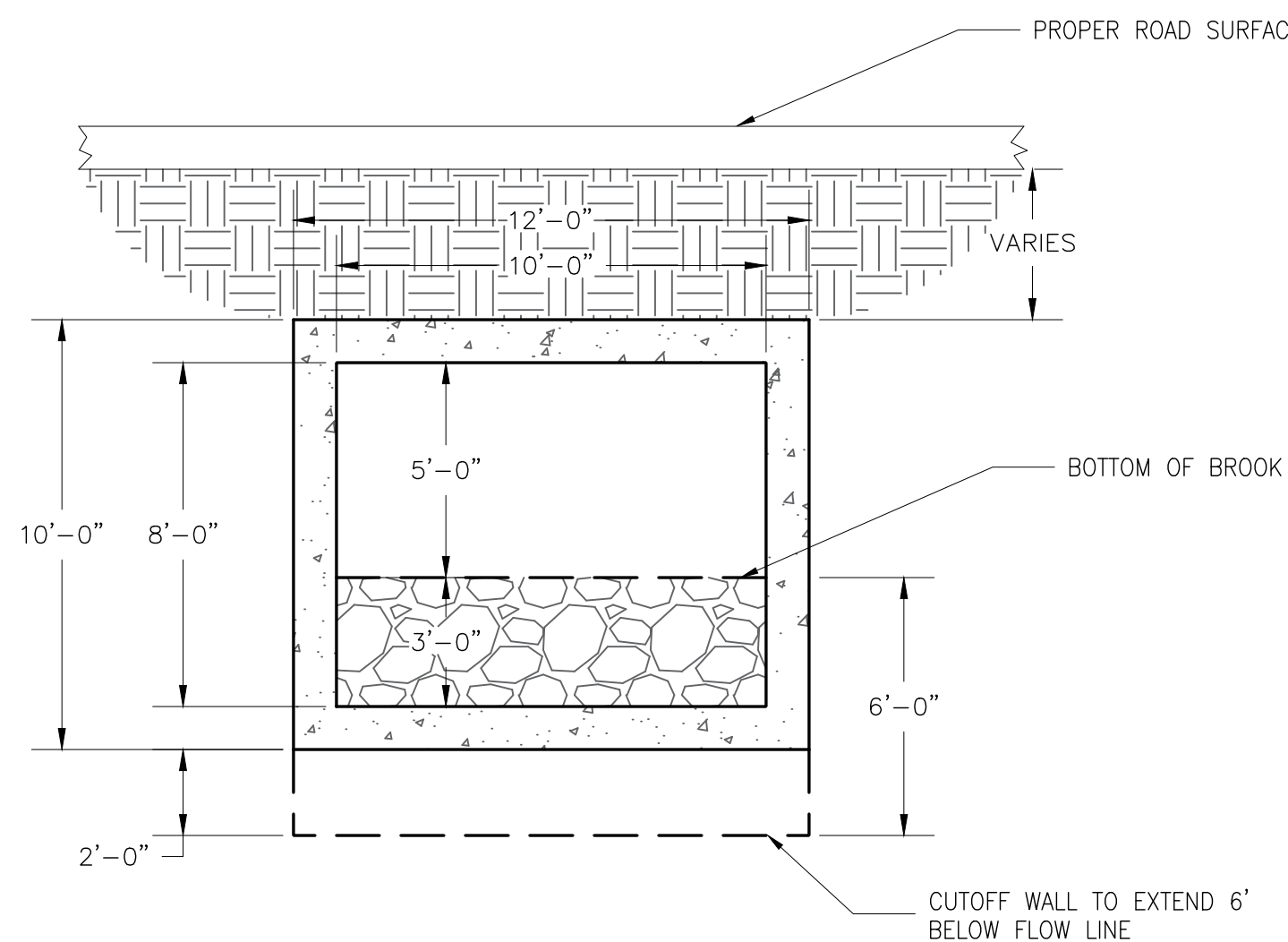
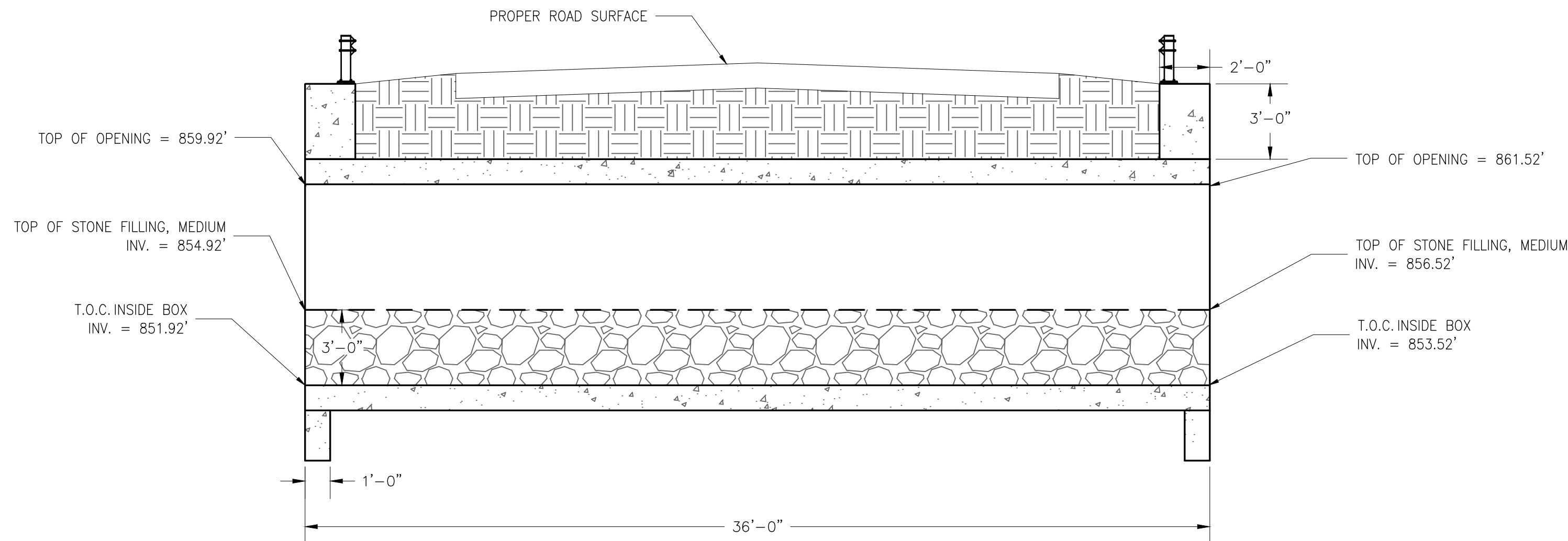
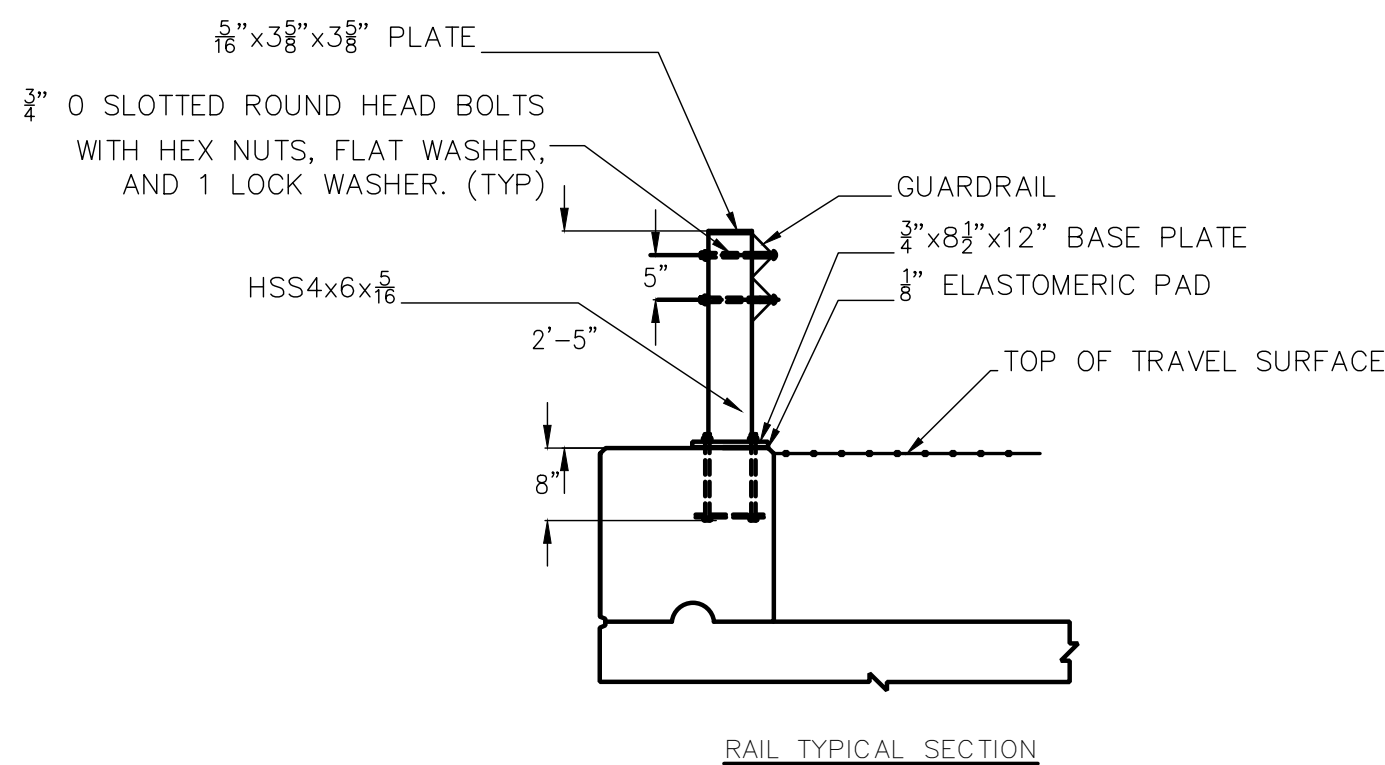
PROJECT NO.	1134
DESIGNED BY:	BDL
DRAWN BY:	BDL
DATE:	MAY 2026
SCALE:	AS NOTED

C-3

3 OF 10



1
S4 SECTION – CLOSED BOX CULVERT TYPICAL DETAIL
SCALE: 1/4"=1'-0"



REVISIONS

New England Consulting Engineers
120 NORTHGATE PLAZA
MORRISVILLE, VERMONT 05680
TEL: (802) 888-5722

TOWN OF WAITSFIELD
2026 CULVERT PROJECTS
WAITSFIELD, VERMONT
CENTER FAYSTON ROAD
CULVERT REPLACEMENT
PLAN AND DETAILS

PROJECT NO. 1134
DESIGNED BY: BDL
DRAWN BY: BDL
DATE: MAY 2026
SCALE: AS NOTED

C-4
4 OF 10

EPSC PLAN NARRATIVE

1. PROJECT DESCRIPTION

THIS PROJECT INVOLVES REPLACEMENT OF AN EXISTING CULVERT ON CENTER FAYSTON ROAD IN WAITSFIELD, VERMONT. IT IS ANTICIPATED THAT CONSTRUCTION WILL LAST APPROXIMATELY 90 DAYS.

2. AMOUNT OF DISTURBANCE & RISK EVALUATION

TOTAL AREA OF DISTURBANCE AS SHOWN ON THE ATTACHED EPSC PLAN IS APPROXIMATELY 0.25 ACRES.

THE MAXIMUM CONCURRENT EARTH DISTURBANCE USED TO SCORE THIS PROJECT IN APPENDIX A RISK ASSESSMENT IS 0.25 ACRES.

ANY MODIFICATIONS TO THE PROJECT THAT INCREASE THE RISK TO ENVIRONMENTAL RESOURCES SHALL BE EVALUATED IN ACCORDANCE WITH THE PERMIT REQUIREMENTS. THE CONTRACTOR WILL BE RESPONSIBLE FOR ANY ADDITIONAL PERMITTING.

3. MAJOR COMPONENTS & SEQUENCING

THE CONTRACTOR SHALL SEQUENCE CONSTRUCTION ACTIVITIES TO MINIMIZE THE EXTENT OF DISTURBED SOILS LEFT OPEN TO EROSION AT ANY GIVEN TIME.

4. SITE DESCRIPTION

4.1 VEGETATED BUFFERS

MAINTAINING VEGETATED BUFFERS ALONG STREAM BANKS, WETLANDS OR OTHER SENSITIVE AREAS IS A CRUCIAL EROSION AND SEDIMENT CONTROL MEASURE THAT SHOULD BE IMPLEMENTED WHEREVER POSSIBLE.

4.2 STREAM CROSSINGS

THIS PROJECT INCLUDES (1) STREAM CROSSINGS, AS DESCRIBED IN SECTION 5.1 BELOW. WORK WITHIN THE WATER IS BEING AUTHORIZED THROUGH THE VTDEC RIVER MANAGEMENT PROGRAM AND THE US ARMY CORPS OF ENGINEERS.

4.3 WETLANDS

THE PROJECT INVOLVES (0) SF OF WETLAND IMPACT.

4.4 TOPOGRAPHY

THE TOPOGRAPHY OF THE PROJECT AREA IS GENERALLY A MOUNTAIN STREAM BOUNDED BY A COMBINATION OF MULTIPLE FLAT AREAS AND STEEP SLOPES.

4.5 VEGETATION

THE VEGETATION IN THE PROJECT AREA CONSISTS OF MIXED VEGETATION. THE IMPACT TO VEGETATION WILL BE LIMITED TO THAT WHICH IS DIRECTLY AFFECTED BY THE PROJECT. UPON COMPLETION, THE DISTURBED VEGETATION WILL BE REESTABLISHED WITH STANDARD SEED AND MULCH PRACTICES AS DESCRIBED IN THE TURF ESTABLISHMENT DETAIL, UNLESS NOTED OTHERWISE.

5. DRAINAGE

5.1 RECEIVING WATERS

THERE IS A SINGLE UNNAMED STREAM INVOLVED WITH PROJECT

5.2 DISCHARGE POINTS

DUE TO THE NATURE OF THE PROJECT BEING LOCATED DIRECTLY OVER THE RECEIVING WATER, THERE ARE NO DISCRETE DISCHARGE POINTS. ALL WATER FROM THE PROJECT AREA DRAINS TOWARD THE BROOK AND ENTERS THE RECEIVING WATER IN MULTIPLE LOCATIONS IN THE AREAS DIRECTLY ADJACENT TO THE BRIDGE.

5.3 CONVEYANCE/FLOW PATH FROM PROJECT TO WATERS

THE MAJORITY OF THE PROJECT IS NOT CURBED AND RUNOFF DRAINS OVERLAND ACROSS ADJACENT VEGETATED SIDE SLOPES BEFORE REACHING THE RECEIVING WATER. THERE ARE ALSO A NUMBER OF DROP INLETS ON SITE THAT COLLECT ROADWAY RUNOFF AND DRAIN TO A STONE-LINED DITCH THAT EXTENDS TO THE ARMORED STREAMBANK.

6. EROSION PREVENTION AND SEDIMENT CONTROL MEASURES

THE MEASURES INCLUDED IN THIS PLAN ARE PROVIDED AS A GUIDELINE FOR PREVENTING EROSION AND CONTROLLING SEDIMENT TRANSPORT. IT IS EXPECTED THAT THE CONTRACTOR MAY USE THIS PLAN, WITH ADJUSTMENTS AS NECESSARY, BASED ON THEIR SPECIFIC MEANS AND METHODS OF CONSTRUCTION.

APPLYING THESE MEASURES THROUGHOUT CONSTRUCTION IS CRITICAL TO THEIR SUCCESS IN MINIMIZING SEDIMENT TRANSPORT TO THE RECEIVING WATERS. REFER TO THE DETAILS INCLUDED IN THESE PLANS AND THE DEPARTMENT OF ENVIRONMENTAL CONSERVATION'S STANDARDS AND SPECIFICATIONS FOR EROSION PREVENTION AND SEDIMENT CONTROL FOR SPECIFIC GUIDANCE.

6.1 IDENTIFY LIMITS OF DISTURBANCE

SITE BOUNDARIES AND AREAS CONSTRUCTION EQUIPMENT CAN ACCESS SHALL BE DELINEATED.

PROJECT DEMARCATION FENCING (PDF) SHALL BE USED TO PHYSICALLY MARK SITE BOUNDARIES. BARRIER FENCE SHALL BE USED INSTEAD OF PROJECT DEMARCATION FENCE WITHIN 100 FEET OF A WATER RESOURCE (STREAM, BROOK, LAKE, POND, WETLAND, ETC).

6.2 LIMIT CONCURRENT DISTURBANCE

LIMITING THE AMOUNT OF SOIL EXPOSED AT ONE TIME REDUCES THE POTENTIAL EROSION ON SITE. CONCURRENT EARTH DISTURBANCE CAN BE MINIMIZED THROUGH CONSTRUCTION PHASING BY ONLY OPENING UP EARTH AS NECESSARY AND EMPLOYING STABILIZATION PRACTICES IN INCREMENTAL STAGES AS PHASES CHANGE.

6.3 STABILIZE DISTURBED AREAS

6.3.1 ACCESS POINTS/ENTRANCE/EXITS

TRACKING OF SEDIMENT ONTO PUBLIC HIGHWAYS SHALL BE MINIMIZED TO REDUCE THE POTENTIAL FOR RUNOFF ENTERING RECEIVING WATERS. INSTALLATION SHALL COINCIDE WITH THE CONTRACTORS PROGRESS SCHEDULE.

STABILIZED CONSTRUCTION ENTRANCES ARE NOT ANTICIPATED ON THIS PROJECT.

6.3.2 TEMPORARY MEASURES FOR EXPOSED AREAS DURING CONSTRUCTION

ALL AREAS OF EARTH DISTURBANCE MUST HAVE STABILIZATION IN PLACE WITHIN 14 DAYS OF INITIAL DISTURBANCE. AFTER THIS TIME, DISTURBED AREAS MUST BE STABILIZED IN ADVANCE OF ANY RUNOFF PRODUCING EVENT.

SURFACE ROUGHENING OF EXPOSED SLOPES, SEEDING OF TEMPORARY SLOPES AND STOCKPILES, AND STANDARD MULCHING PRACTICES DESCRIBED IN SPECIFICATION SECTION 653.07 SHALL BE UTILIZED TO TEMPORARILY STABILIZE DISTURBED AREAS.

6.3.3 PERMANENT STABILIZATION AT FINAL GRADE

EXPOSED SOIL MUST BE STABILIZED WITHIN 48 HOURS OF REACHING FINAL GRADE.

SEED, MULCH, FERTILIZER AND LIME SHALL BE USED TO ESTABLISH PERMANENT VEGETATION. FOR SLOPES STEEPER THAN 1:3, ROLLED EROSION CONTROL PRODUCT, TYPE I SHALL BE USED INSTEAD OF MULCH.

6.4 DIVERT UPLAND RUNOFF

DIVERSIONARY MEASURES SHALL BE USED TO INTERCEPT RUNOFF FROM ABOVE THE CONSTRUCTION AND DIRECT IT AROUND THE DISTURBED AREA SO THAT CLEAN WATER DOES NOT BECOME MUDDIED WHILE TRAVELING OVER EXPOSED SOILS ON THE CONSTRUCTION SITE.

6.5 INSTALL SEDIMENT BARRIERS

SEDIMENT BARRIERS SHALL BE UTILIZED TO INTERCEPT RUNOFF AND ALLOW SUSPENDED SEDIMENT TO SETTLE OUT. THEY SHALL BE INSTALLED ON THE DOWNHILL SIDE OF CONSTRUCTION ACTIVITIES, PRIOR TO ANY UP-SLOPE WORK.

6.6 SLOW DOWN CHANNELIZED RUNOFF

CHECK STRUCTURES SHALL BE UTILIZED TO REDUCE THE VELOCITY, AND THUS THE EROSION POTENTIAL, OF CONCENTRATED FLOW IN CHANNELS.

7. CONSTRUCT PERMANENT CONTROLS

PERMANENT STORMWATER TREATMENT DEVICES SHALL BE INSTALLED AS SHOWN ON THE PLANS AND IN ACCORDANCE WITH PERMIT CONDITIONS.

8. DEWATERING

DISCHARGE FROM DEWATERING ACTIVITIES THAT FLOWS OFF OF THE CONSTRUCTION SITE MUST NOT CAUSE OR CONTRIBUTE TO A VIOLATION OF THE VERMONT WATER QUALITY STANDARDS. DEWATERED STORMWATER OR GROUNDWATER MUST BE FILTERED AND ROUTED IN A MANNER THAT DOES NOT RESULT IN VISIBLY TURBID DISCHARGES TO WATERS.

9. OFF-SITE AREAS

OFF-SITE WASTE AND BORROW AREAS HAVE NOT BEEN IDENTIFIED FOR THIS PROJECT. IT WILL BE THE CONTRACTOR'S RESPONSIBILITY TO IDENTIFY AND PERMIT, AS NECESSARY, ANY OFF-SITE AREAS THAT ARE NEEDED IN ACCORDANCE WITH STANDARD SPECIFICATIONS 105.25 – 105.28. ALL EROSION PREVENTION AND SEDIMENT CONTROL MEASURES NECESSARY FOR WASTE, BORROW, AND STAGING AREAS OUTSIDE THE PROJECT LIMITS SHALL BE PAID FOR PER 105.29 OF THE STANDARD SPECIFICATIONS FOR CONSTRUCTION.

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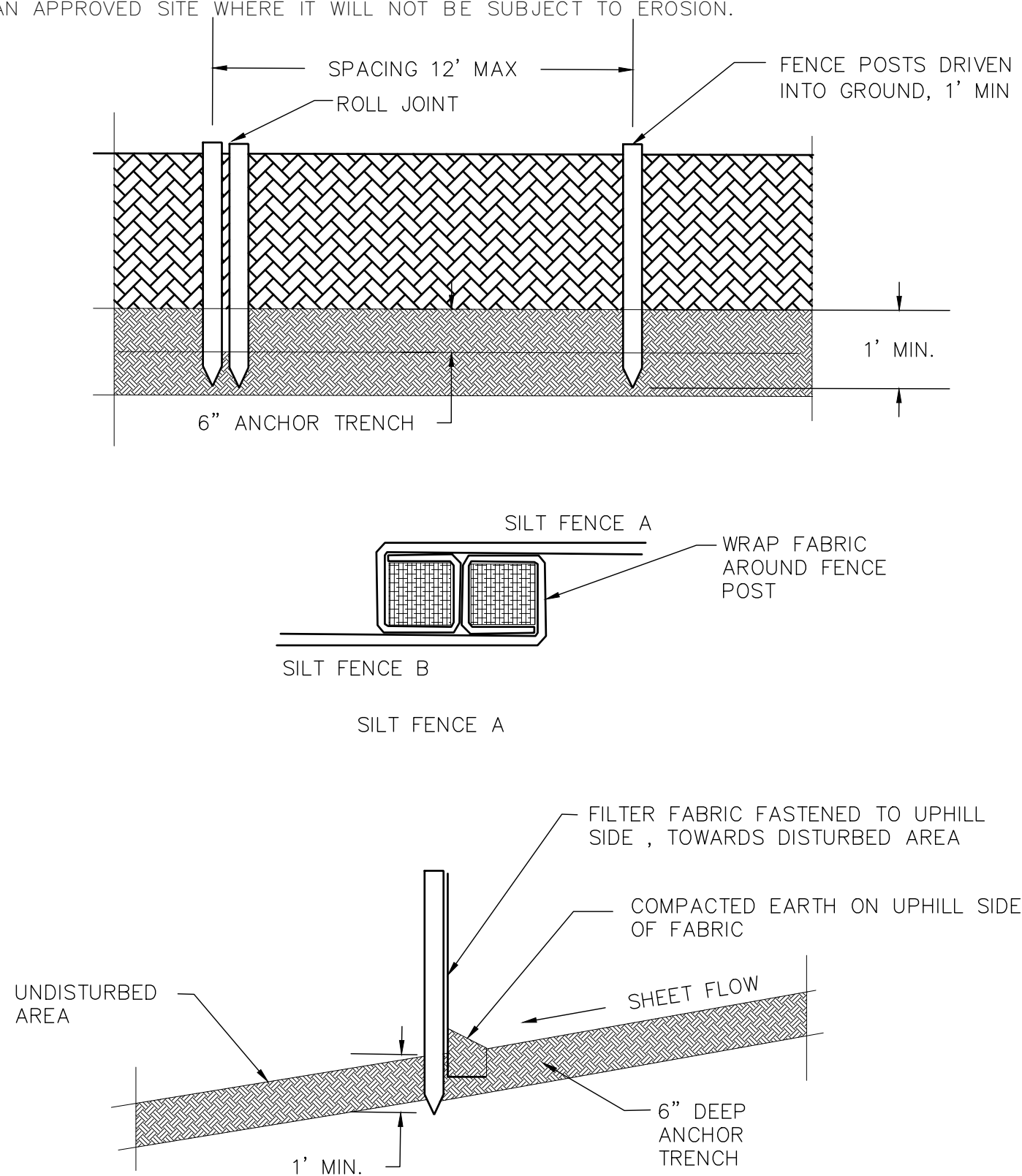
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DETAIL – SILT FENCE
NOT TO SCALE

REVISIONS

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TOWN OF WAITSFIELD
2026 CULVERT PROJECTS
WAITSFIELD, VERMONT

CENTER FAYSTON ROAD
CULVERT REPLACEMENT

EROSION CONTROL AND EPSC PLAN AND DETAILS

PROJECT NO. 1134

DESIGNED BY: BDL

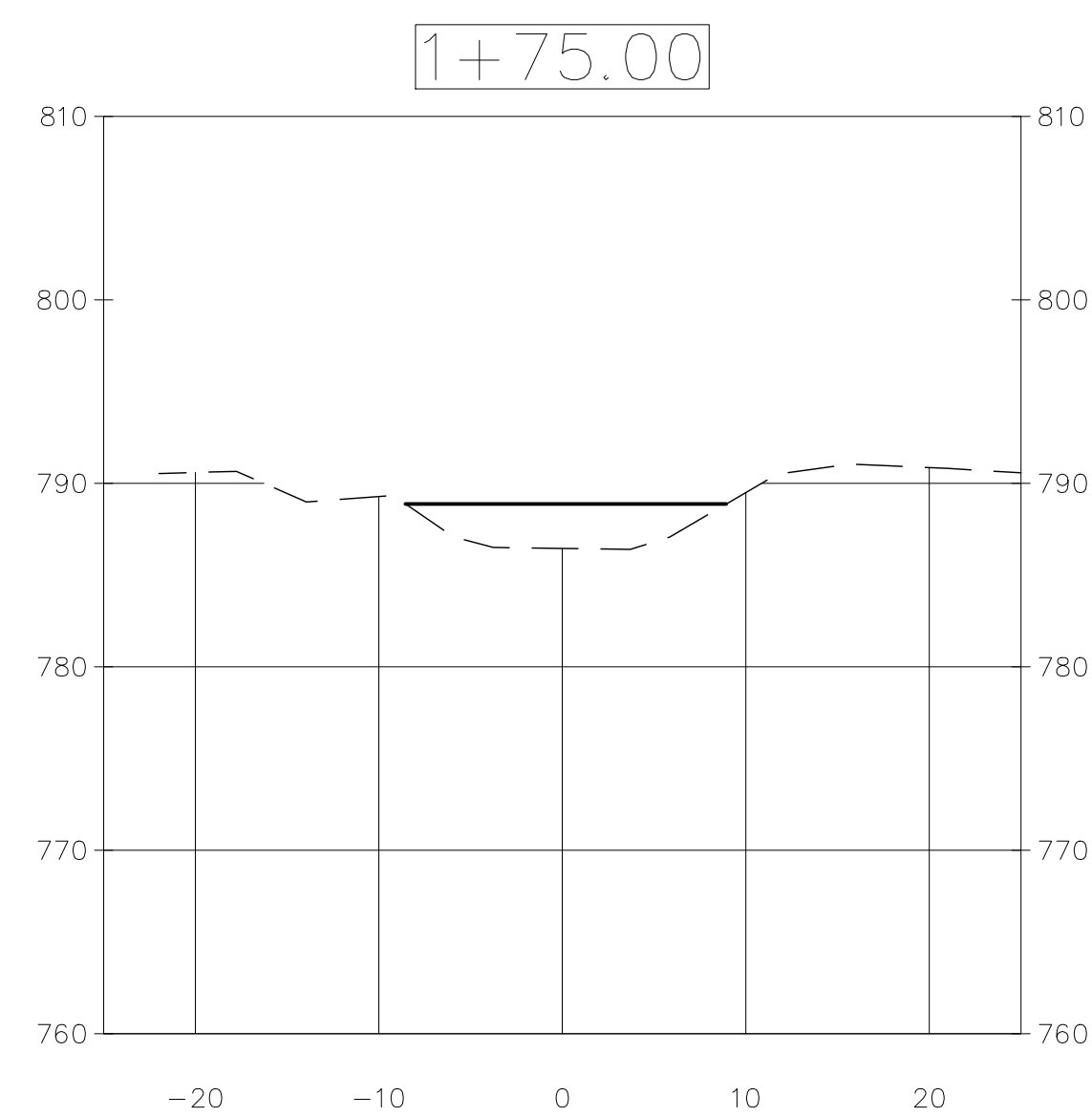
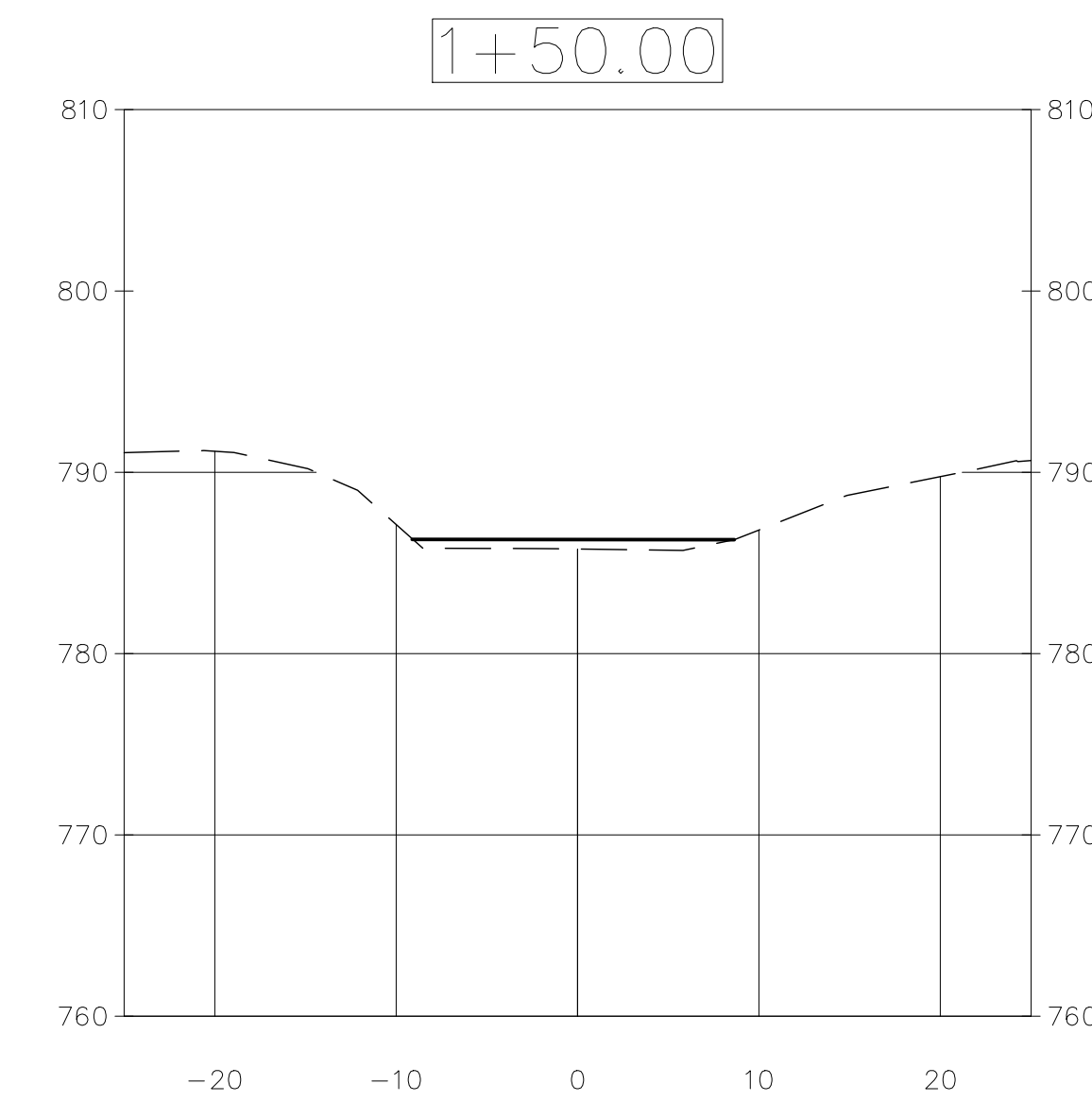
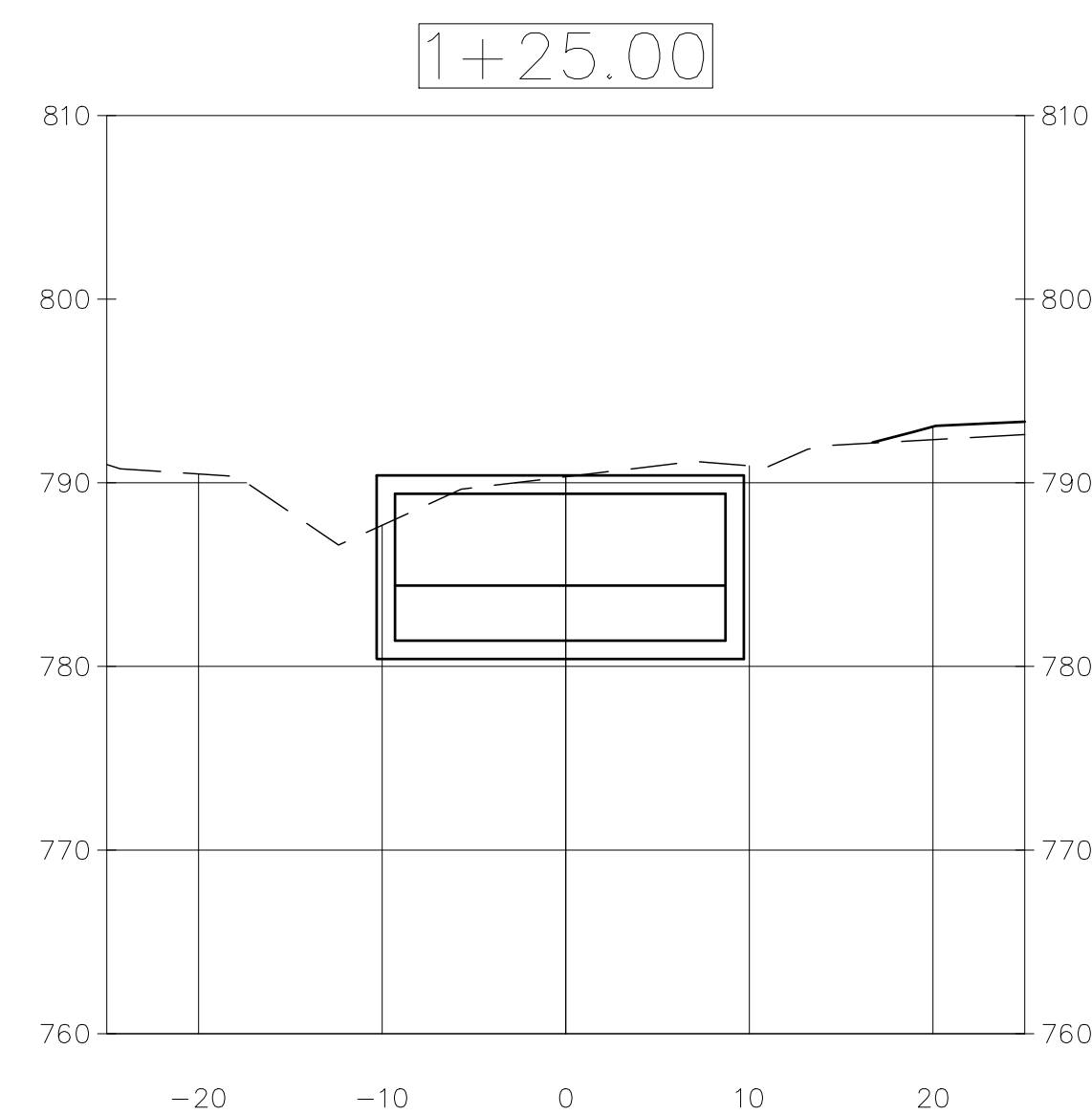
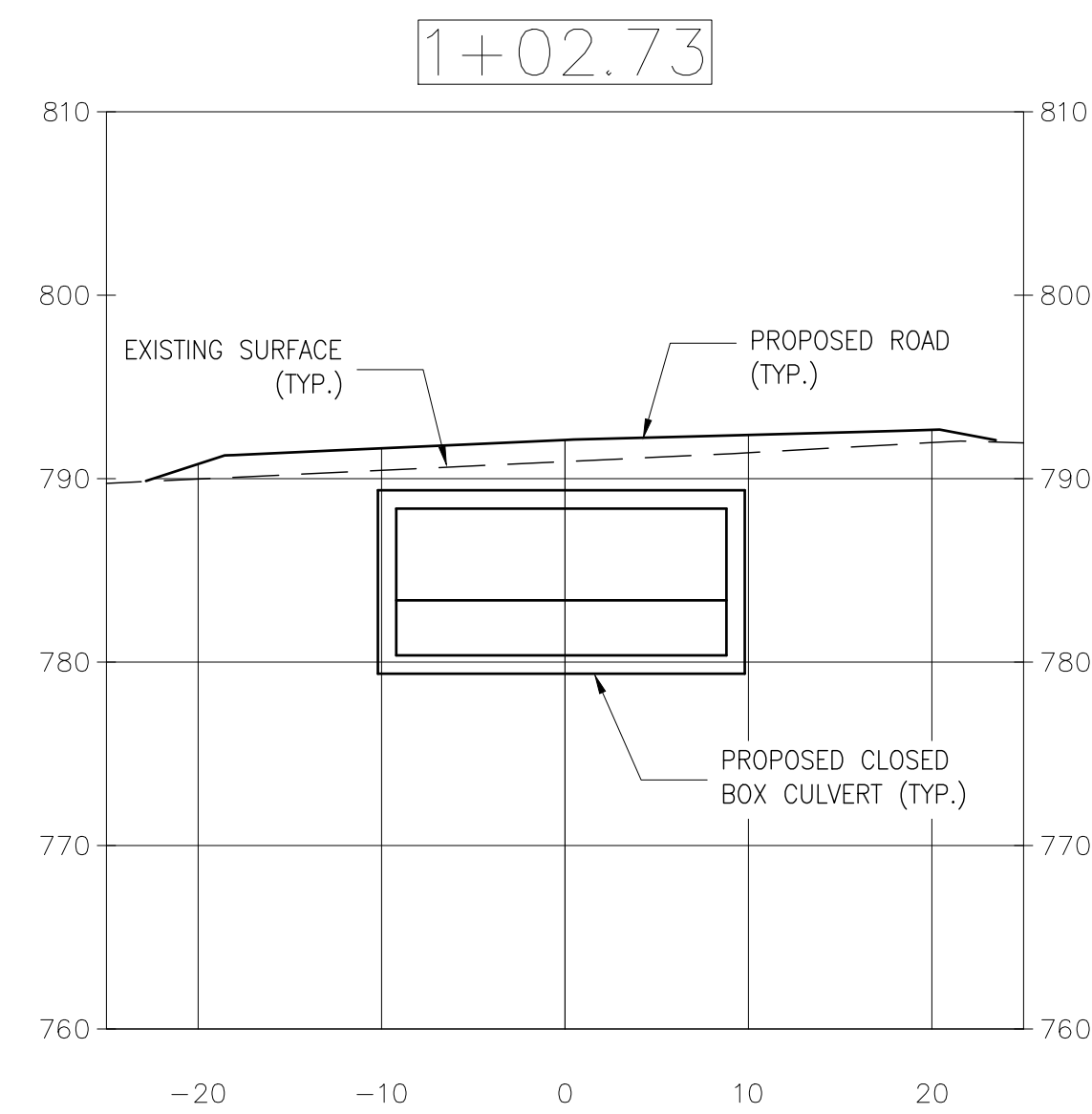
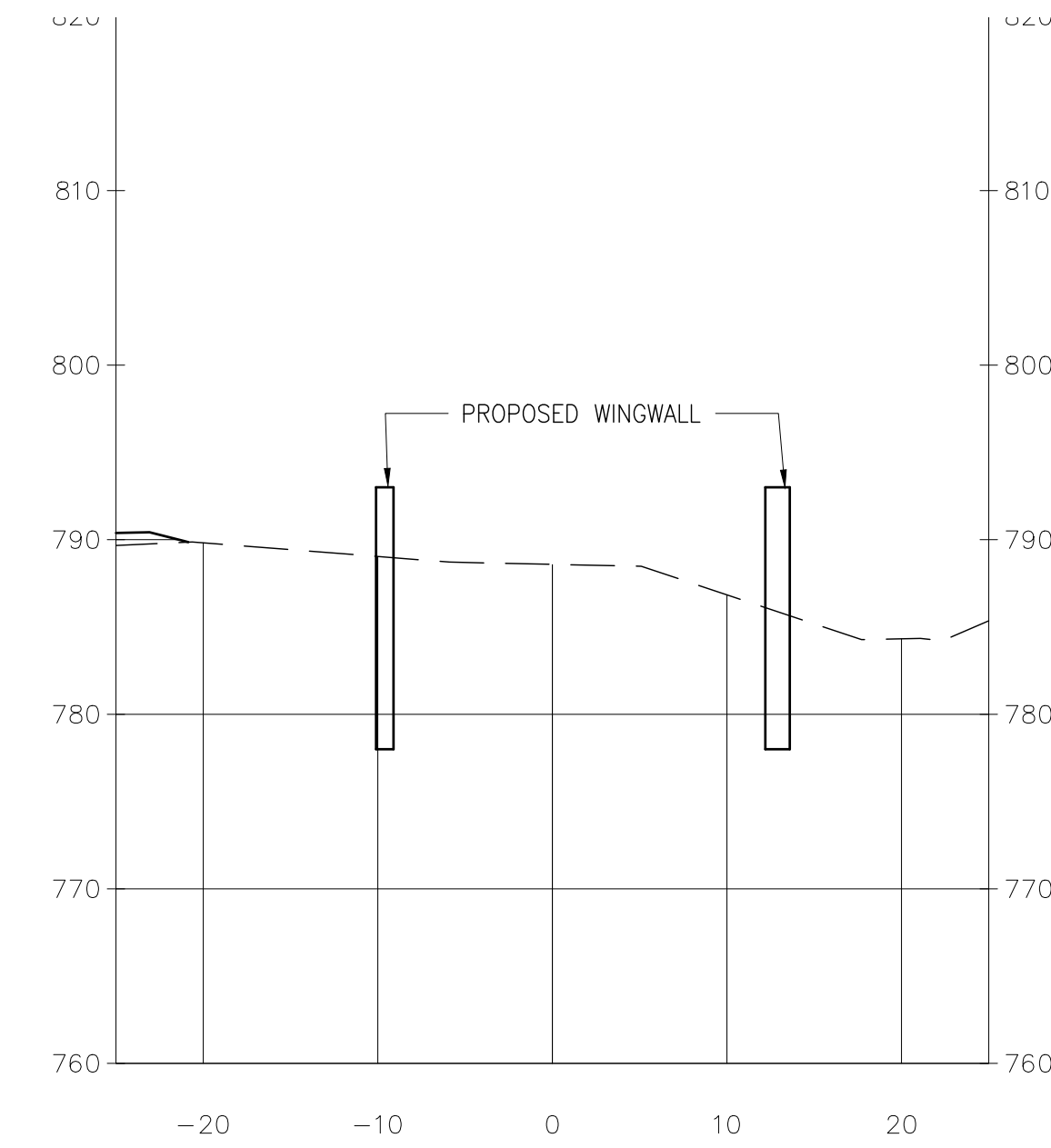
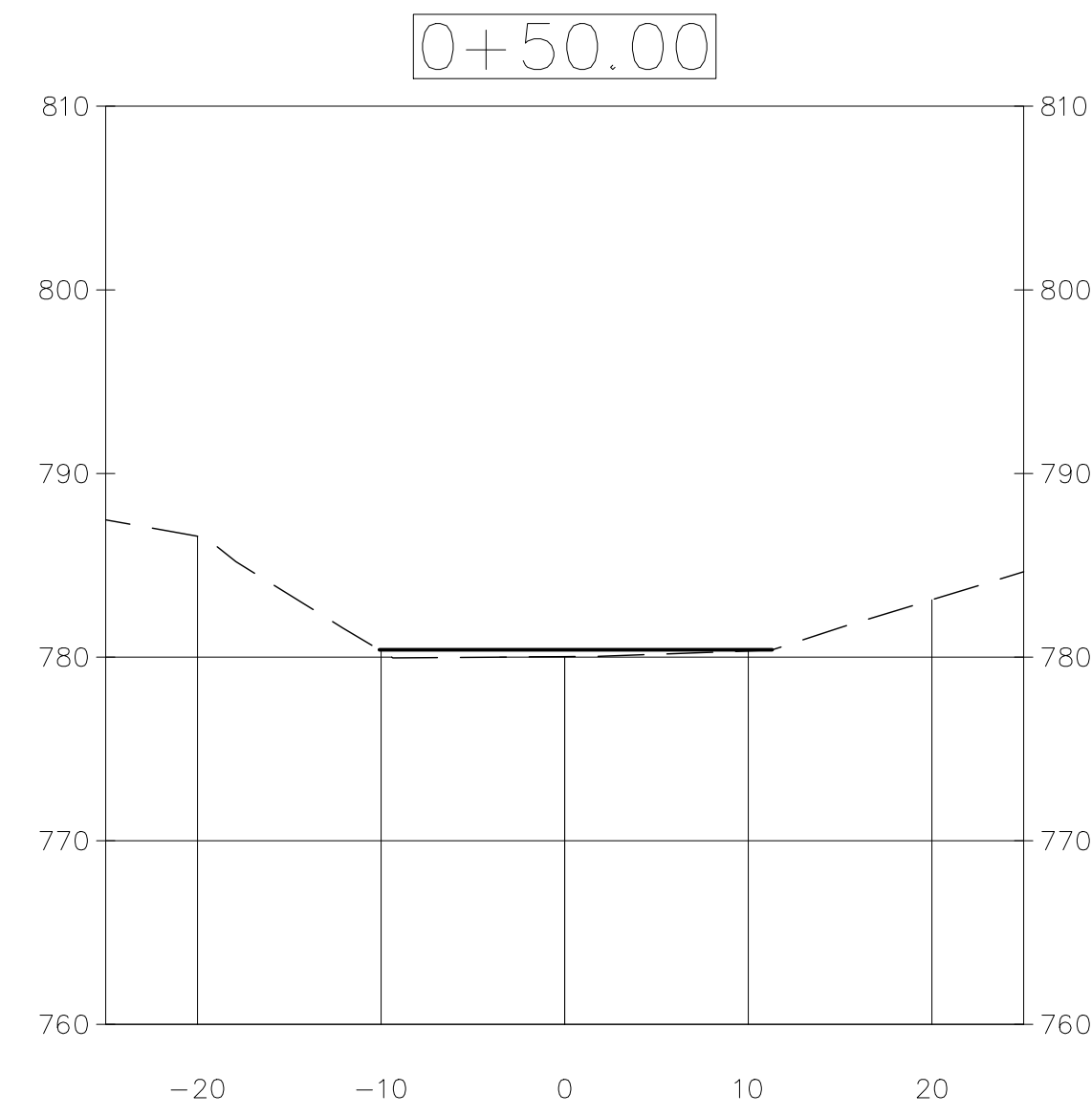
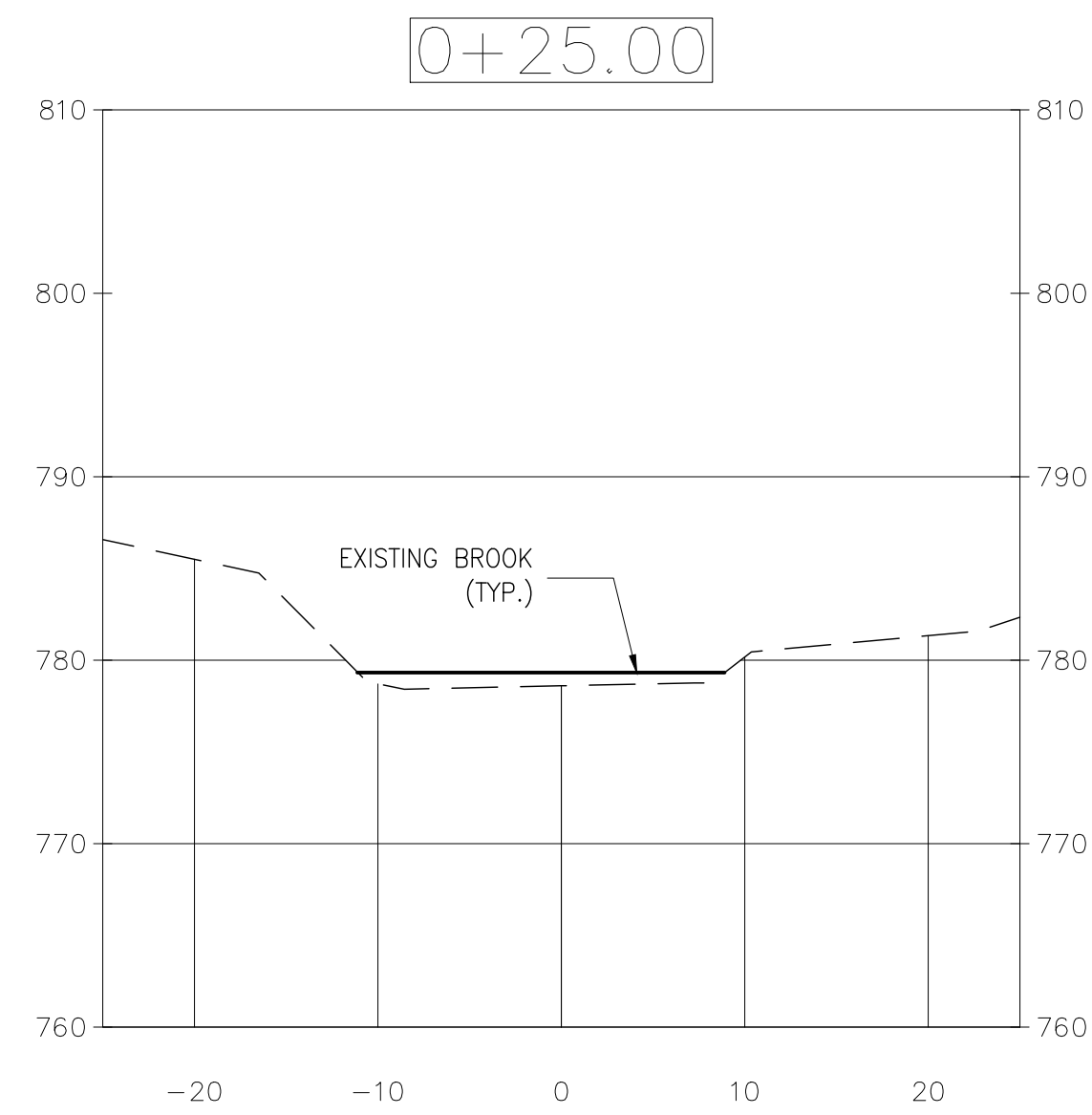
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DATE: MAY 2026

SCALE: AS NOTED

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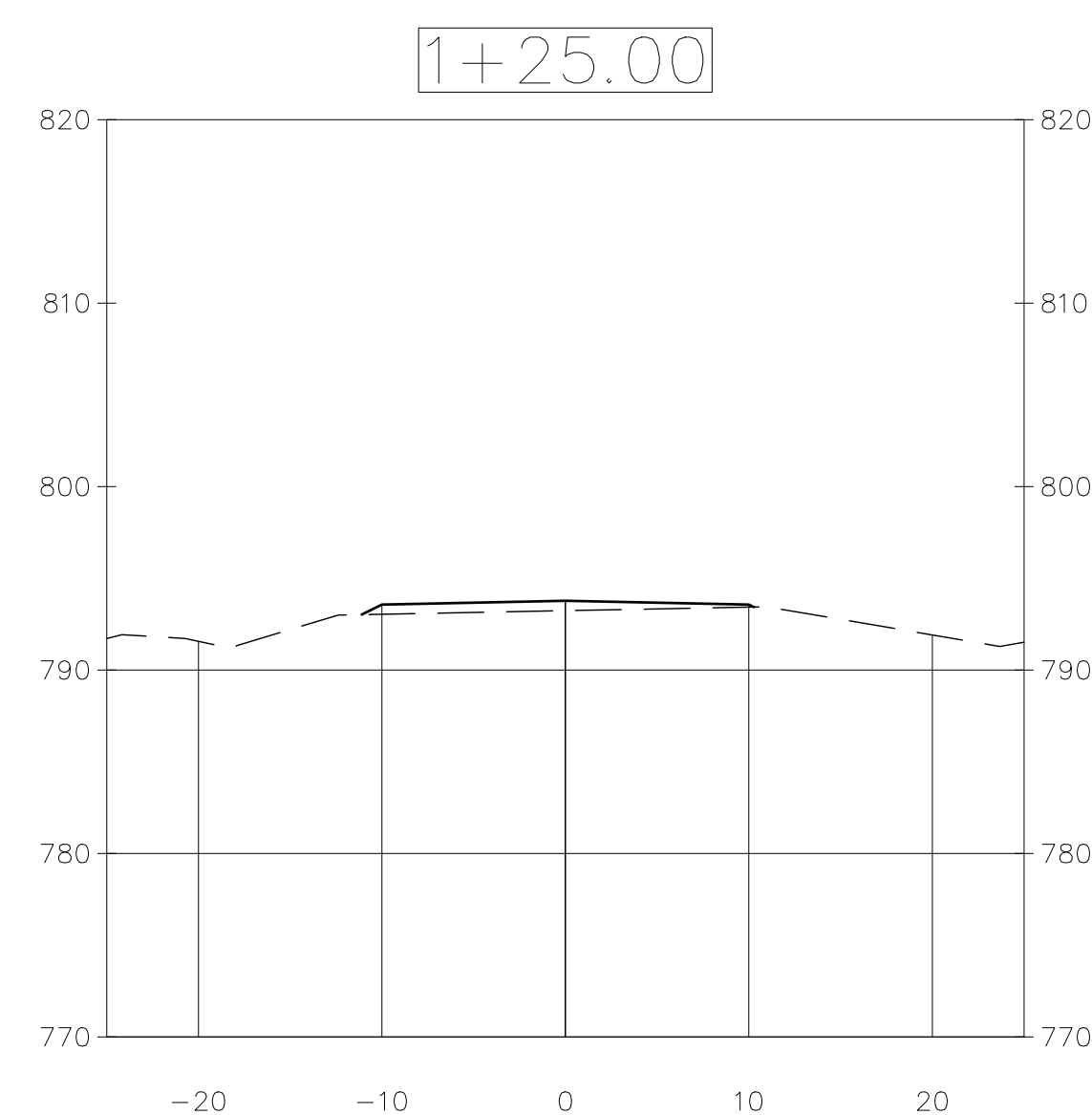
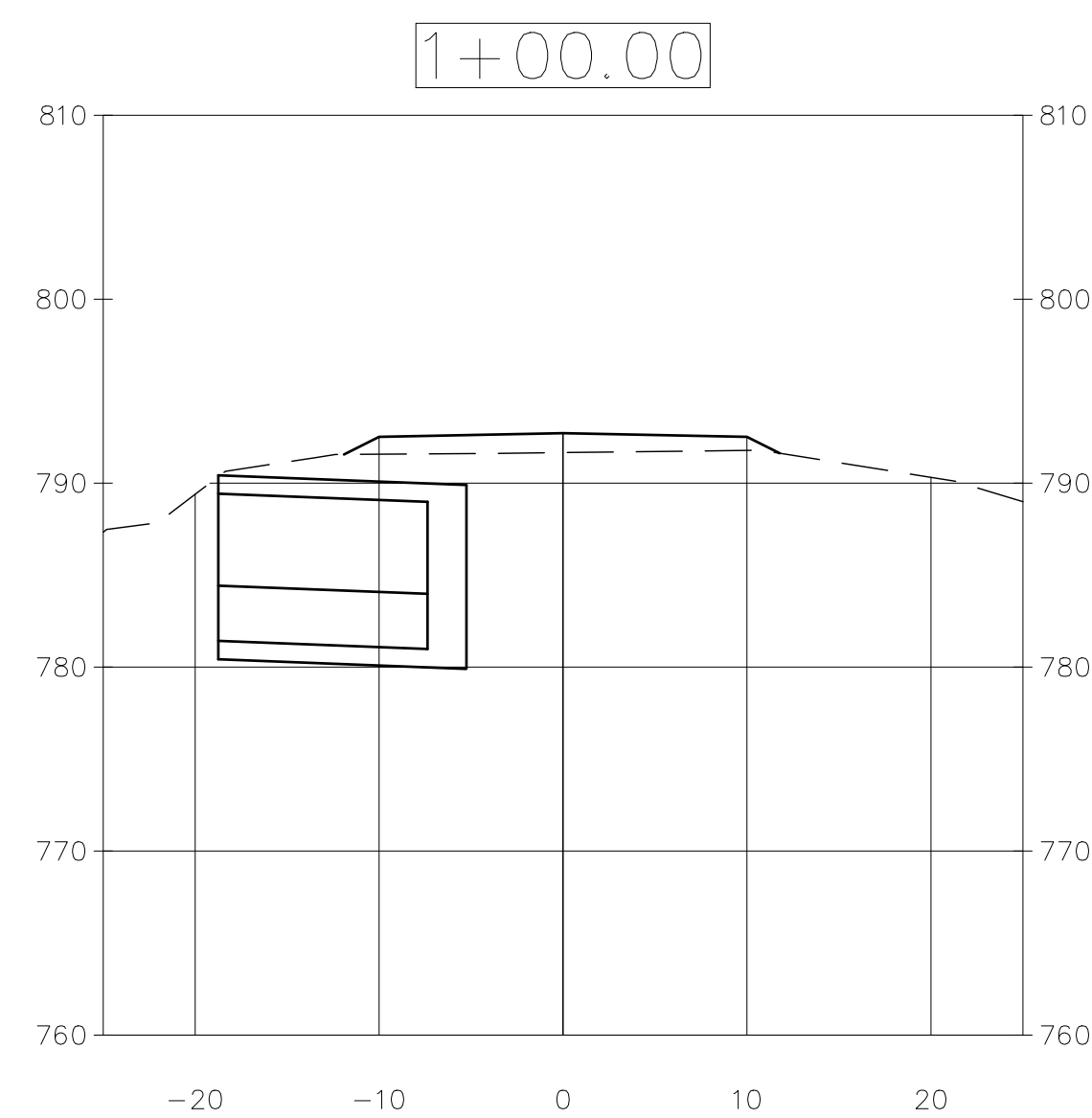
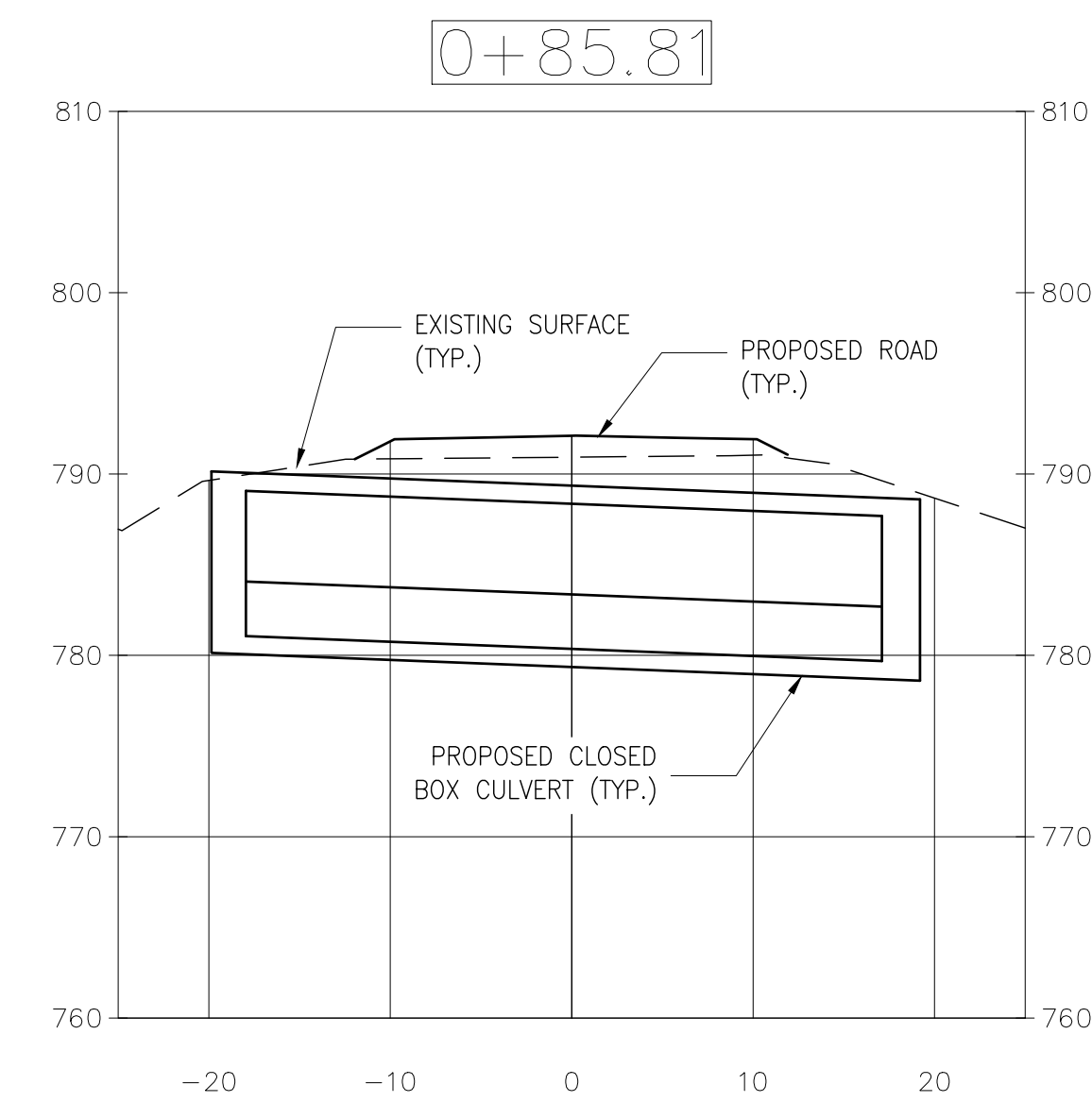
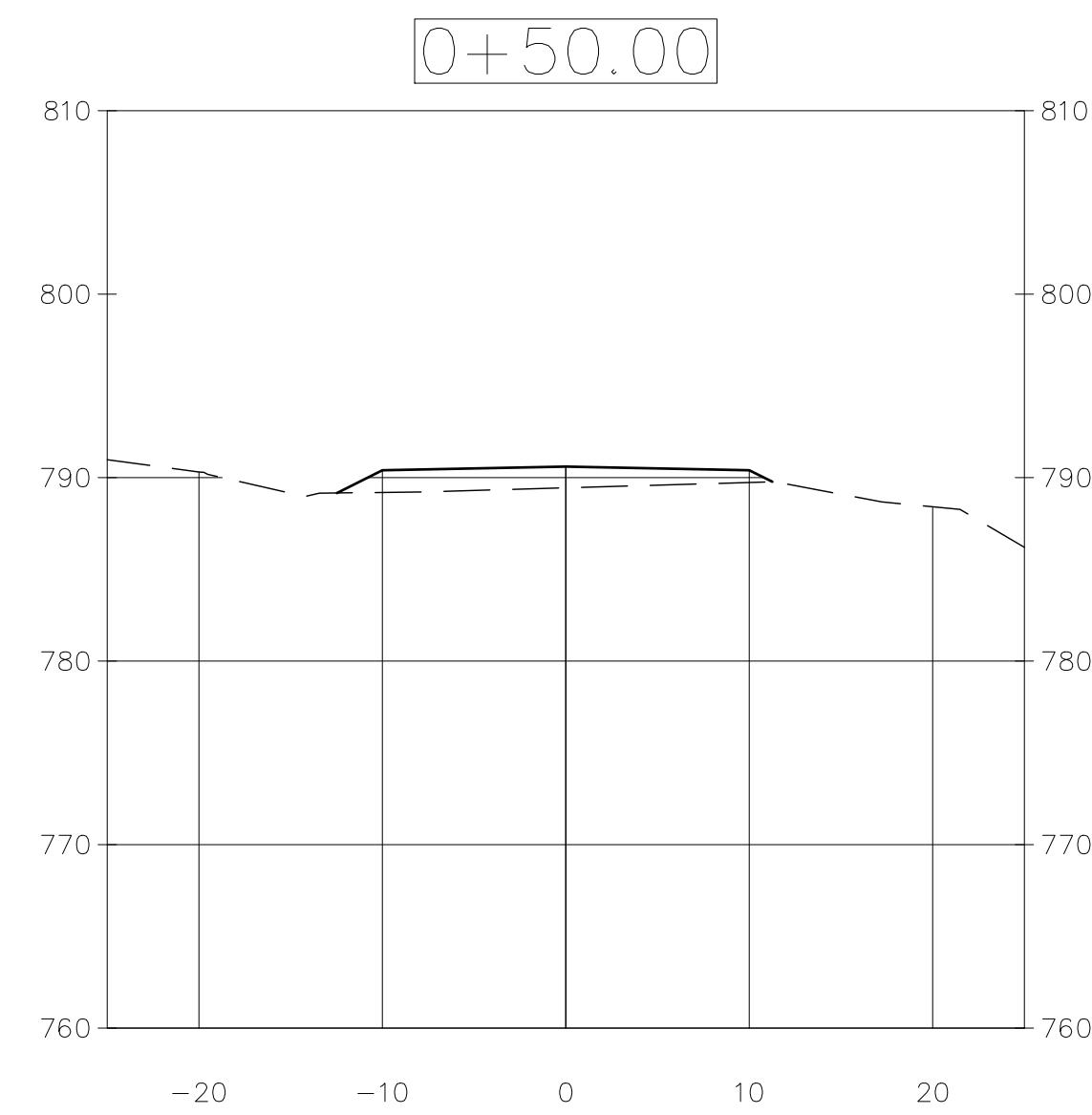
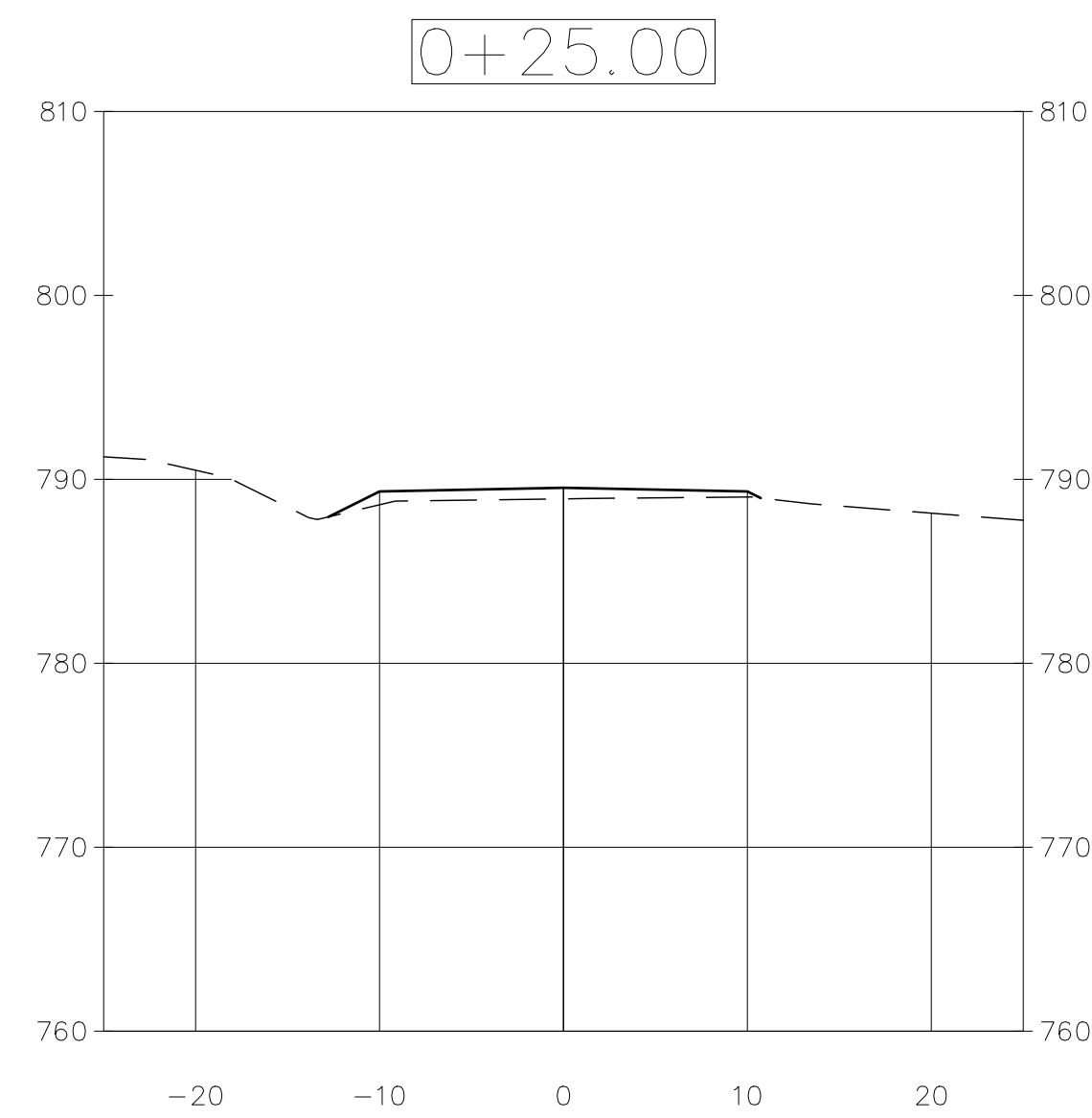
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TOWN OF WAITSFIELD
2026 CULVERT PROJECTS
WAITSFIELD, VERMONT
OLD CENTER FAYSTON ROAD
CULVERT REPLACEMENT
BROOK SECTIONS

PROJECT NO. 1134
DESIGNED BY: BDL
DRAWN BY: BDL
DATE: MAY 2026
SCALE: AS NOTED

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REVISIONS

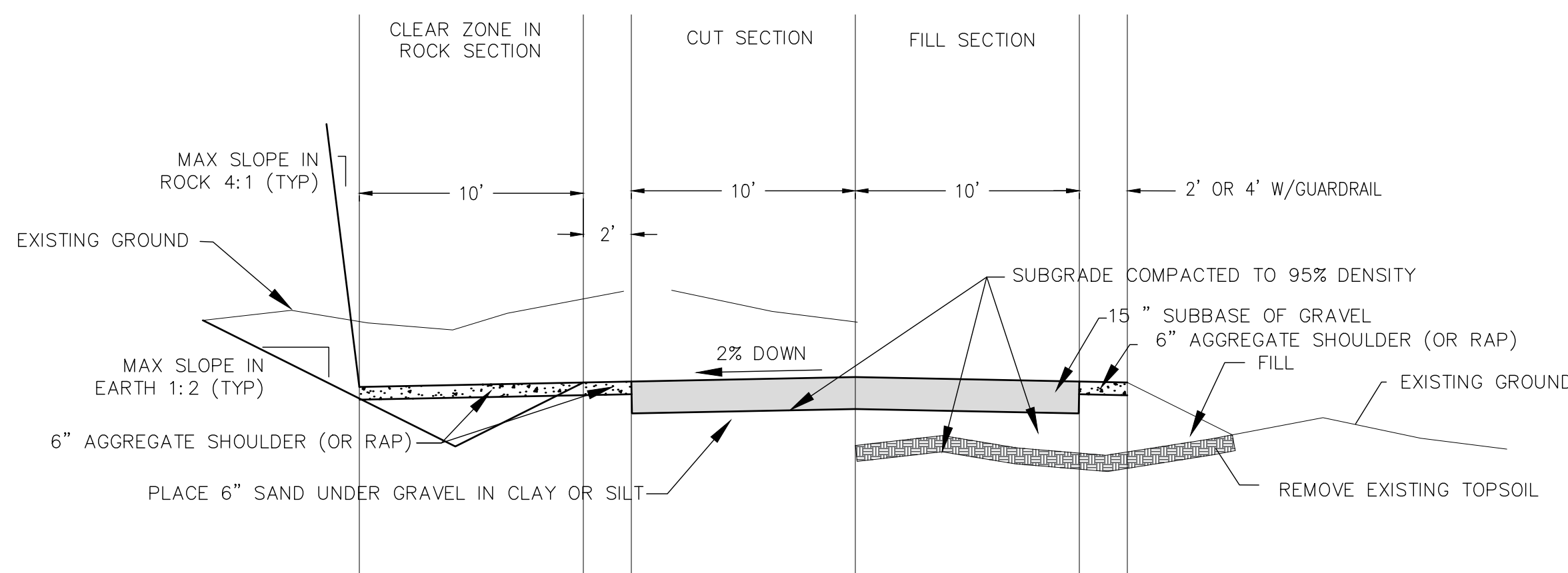
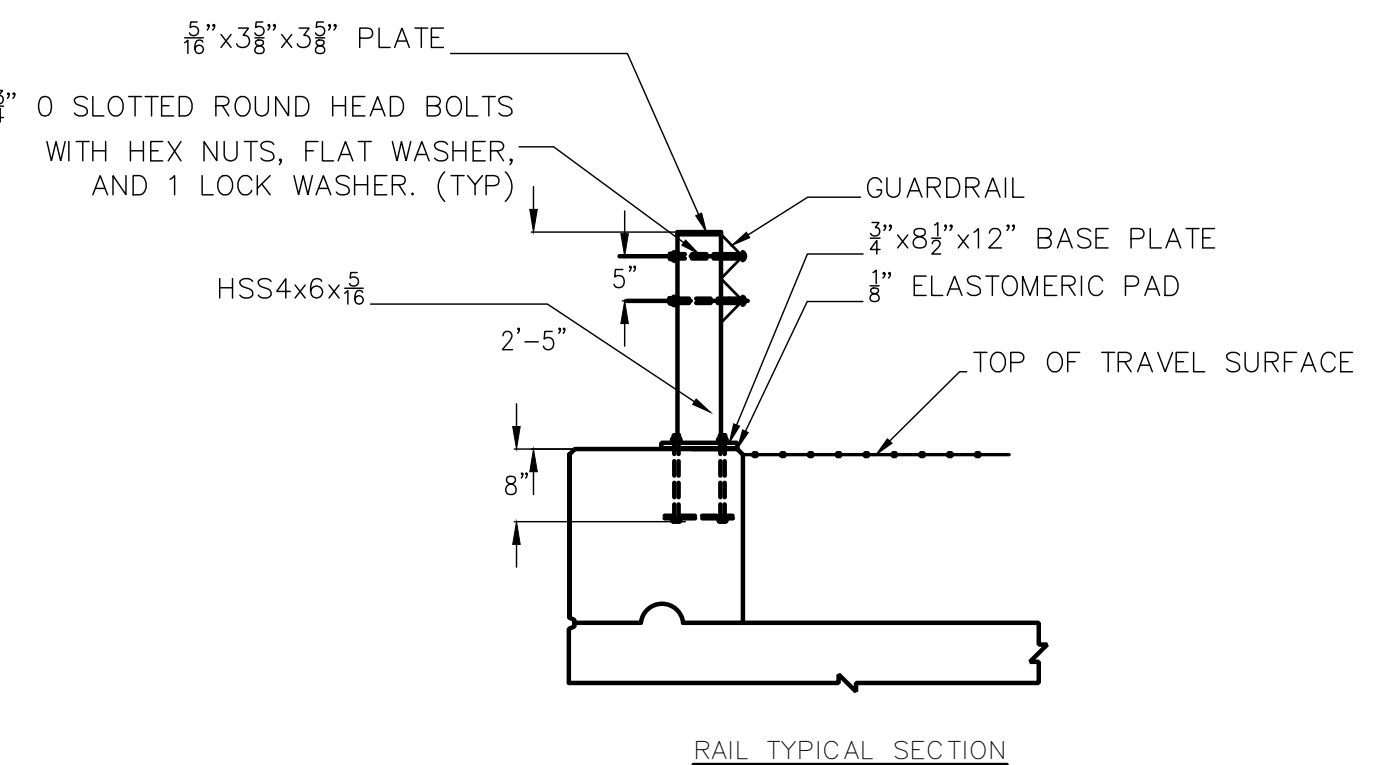
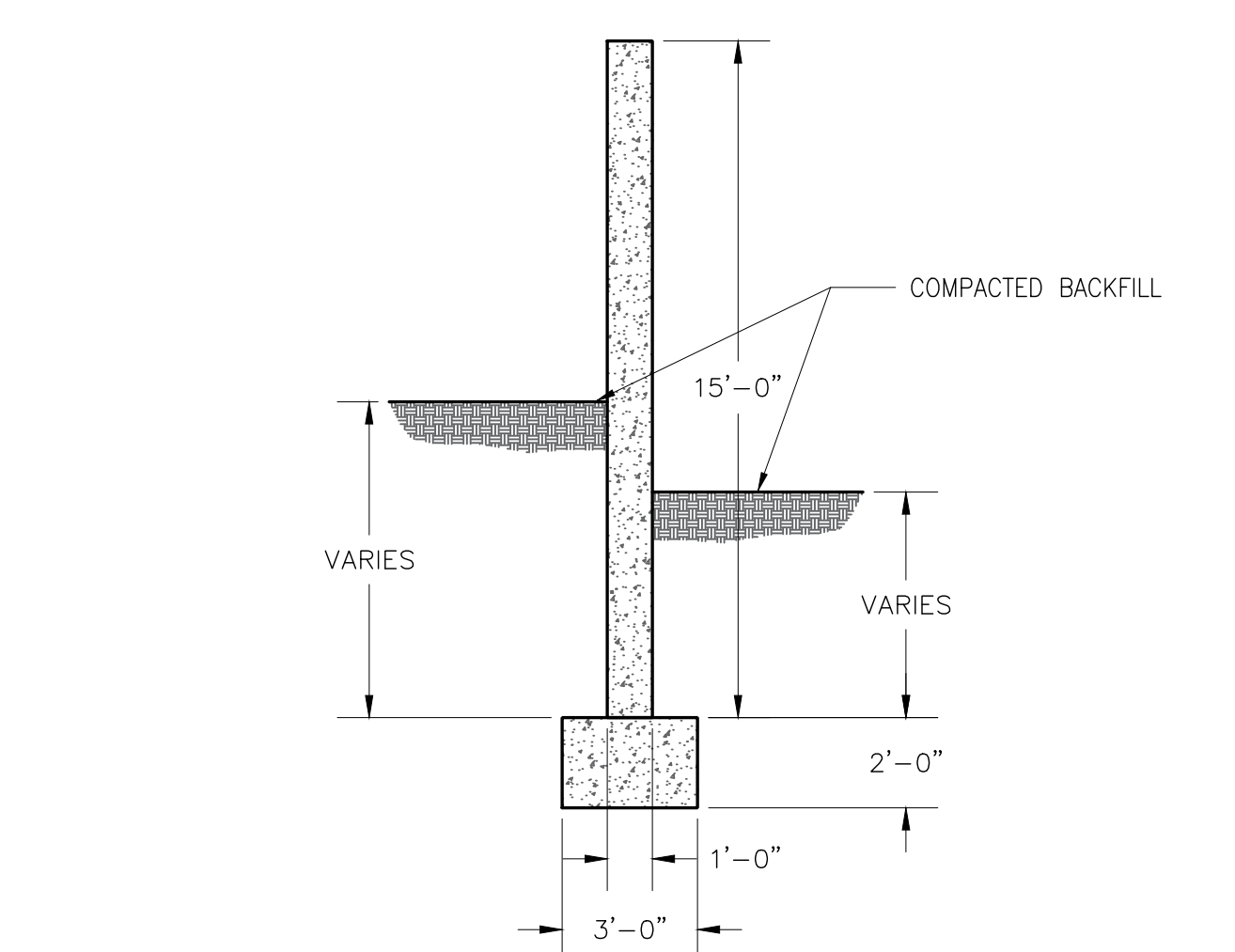
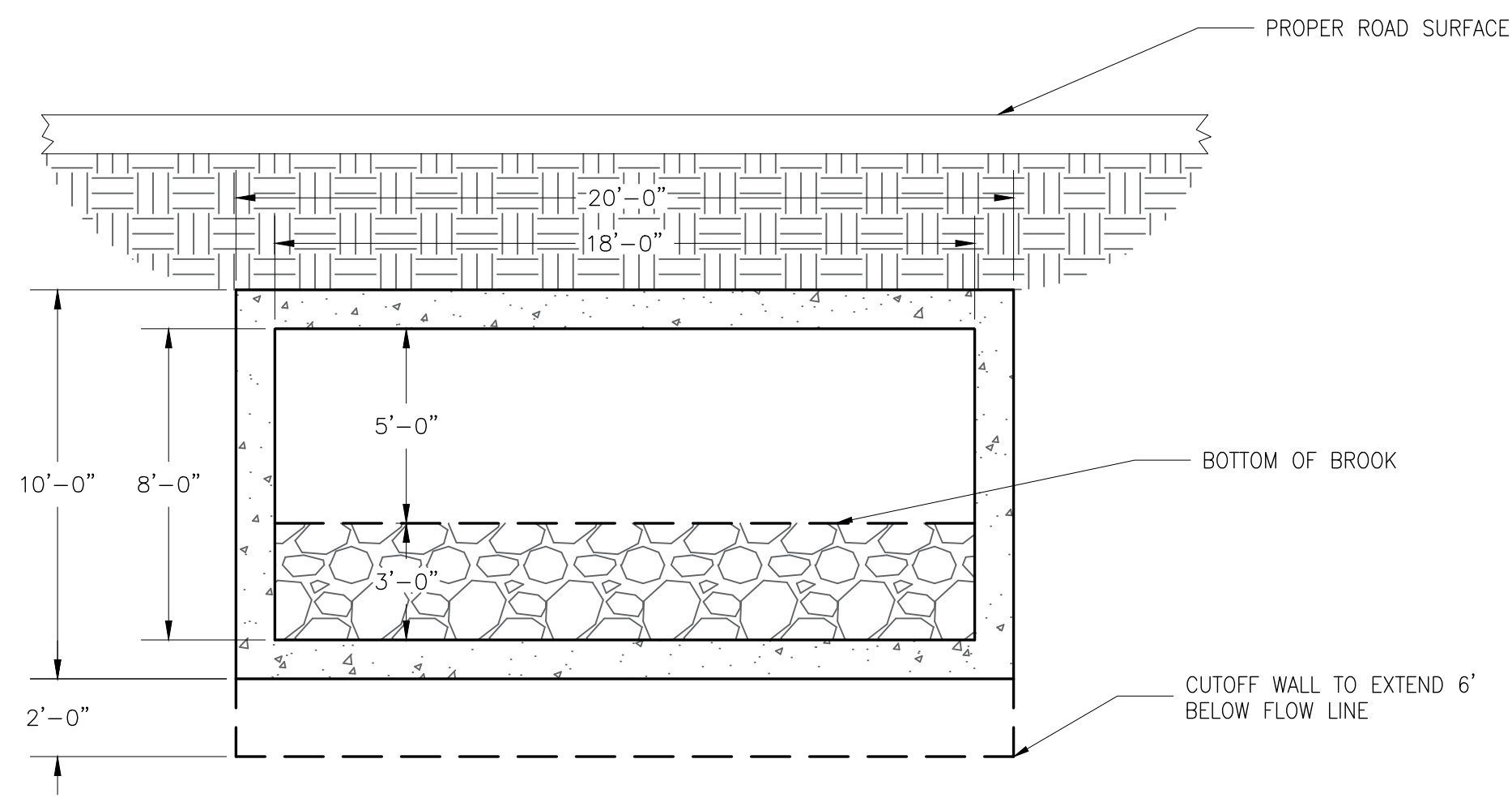
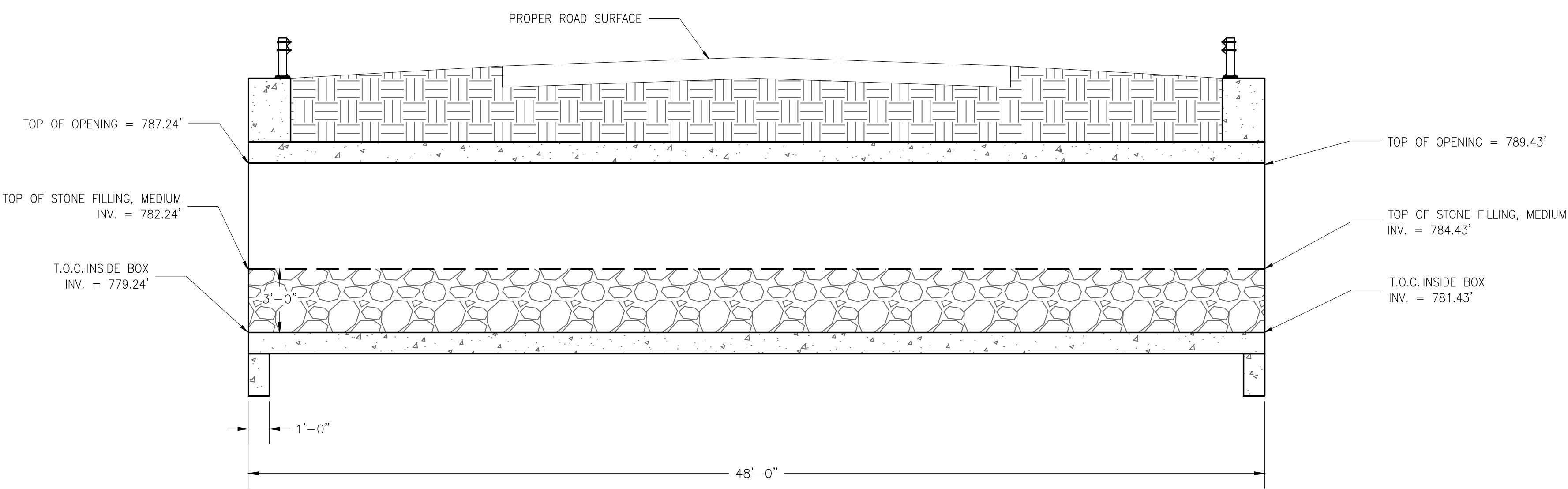
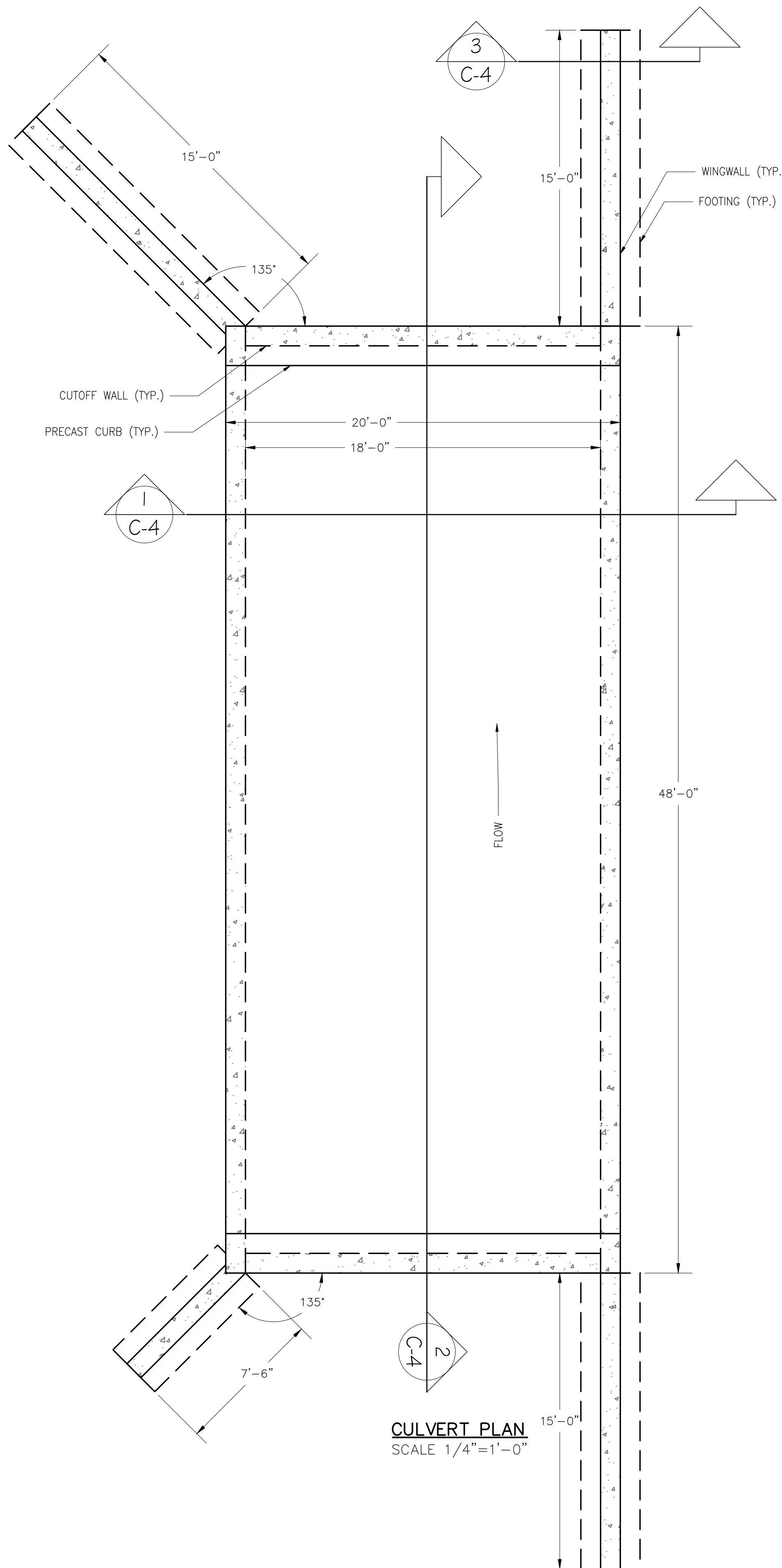


TOWN OF WAITSFIELD 2026 CULVERT PROJECTS WAITSFIELD, VERMONT	OLD CENTER FAYSTON ROAD CULVERT REPLACEMENT ROAD SECTIONS
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PROJECT NO.	1134
DESIGNED BY:	BDL
DRAWN BY:	BDL
DATE:	MAY 2026
SCALE:	AS NOTED

C-8

8 OF 10



REVISIONS

New England Consulting Engineers

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TOWN OF WAITSFIELD
2026 CULVERT PROJECTS
WAITSFIELD, VERMONT

OLD CENTER FAYSTON ROAD
CULVERT REPLACEMENT
PLAN AND DETAILS

PROJECT NO. 1134

DESIGNED BY: BDL

DRAWN BY: BDL

DATE: MAY 2026

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EPSC PLAN NARRATIVE

1. PROJECT DESCRIPTION

THIS PROJECT INVOLVES REPLACEMENT OF AN EXISTING CULVERT ON OLD CENTER FAYSTON ROAD IN WAITSFIELD, VERMONT. IT IS ANTICIPATED THAT CONSTRUCTION WILL LAST APPROXIMATELY 90 DAYS.

2. AMOUNT OF DISTURBANCE & RISK EVALUATION

TOTAL AREA OF DISTURBANCE AS SHOWN ON THE ATTACHED EPSC PLAN IS APPROXIMATELY 0.2 ACRES.

THE MAXIMUM CONCURRENT EARTH DISTURBANCE USED TO SCORE THIS PROJECT IN APPENDIX A RISK ASSESSMENT IS 0.2 ACRES.

ANY MODIFICATIONS TO THE PROJECT THAT INCREASE THE RISK TO ENVIRONMENTAL RESOURCES SHALL BE EVALUATED IN ACCORDANCE WITH THE PERMIT REQUIREMENTS. THE CONTRACTOR WILL BE RESPONSIBLE FOR ANY ADDITIONAL PERMITTING.

3. MAJOR COMPONENTS & SEQUENCING

THE CONTRACTOR SHALL SEQUENCE CONSTRUCTION ACTIVITIES TO MINIMIZE THE EXTENT OF DISTURBED SOILS LEFT OPEN TO EROSION AT ANY GIVEN TIME.

4. SITE DESCRIPTION
4.1 VEGETATED BUFFERS

MAINTAINING VEGETATED BUFFERS ALONG STREAM BANKS, WETLANDS OR OTHER SENSITIVE AREAS IS A CRUCIAL EROSION AND SEDIMENT CONTROL MEASURE THAT SHOULD BE IMPLEMENTED WHEREVER POSSIBLE.

4.2 STREAM CROSSINGS

THIS PROJECT INCLUDES (1) STREAM CROSSINGS, AS DESCRIBED IN SECTION 5.1 BELOW. WORK WITHIN THE WATER IS BEING AUTHORIZED THROUGH THE VTDEC RIVER MANAGEMENT PROGRAM AND THE US ARMY CORPS OF ENGINEERS.

4.3 WETLANDS

THE PROJECT INVOLVES (0) SF OF WETLAND IMPACT.

4.4 TOPOGRAPHY

THE TOPOGRAPHY OF THE PROJECT AREA IS GENERALLY A MOUNTAIN STREAM BOUNDED BY A COMBINATION OF MULTIPLE FLAT AREAS AND STEEP SLOPES.

4.5 VEGETATION

THE VEGETATION IN THE PROJECT AREA CONSISTS OF MIXED VEGETATION. THE IMPACT TO VEGETATION WILL BE LIMITED TO THAT WHICH IS DIRECTLY AFFECTED BY THE PROJECT. UPON COMPLETION, THE DISTURBED VEGETATION WILL BE REESTABLISHED WITH STANDARD SEED AND MULCH PRACTICES AS DESCRIBED IN THE TURF ESTABLISHMENT DETAIL, UNLESS NOTED OTHERWISE.

5. DRAINAGE
5.1 RECEIVING WATERS

THERE IS A SINGLE UNNAMED STREAM INVOLVED WITH PROJECT

5.2 DISCHARGE POINTS

DUE TO THE NATURE OF THE PROJECT BEING LOCATED DIRECTLY OVER THE RECEIVING WATER, THERE ARE NO DISCRETE DISCHARGE POINTS. ALL WATER FROM THE PROJECT AREA DRAINS TOWARD THE BROOK AND ENTERS THE RECEIVING WATER IN MULTIPLE LOCATIONS IN THE AREAS DIRECTLY ADJACENT TO THE BRIDGE.

5.3 CONVEYANCE/FLOW PATH FROM PROJECT TO WATERS

THE MAJORITY OF THE PROJECT IS NOT CURBED AND RUNOFF DRAINS OVERLAND ACROSS ADJACENT VEGETATED SIDE SLOPES BEFORE REACHING THE RECEIVING WATER. THERE ARE ALSO A NUMBER OF DROP INLETS ON SITE THAT COLLECT ROADWAY RUNOFF AND DRAIN TO A STONE-LINED DITCH THAT EXTENDS TO THE ARMORED STREAMBANK.

6. EROSION PREVENTION AND SEDIMENT CONTROL MEASURES

THE MEASURES INCLUDED IN THIS PLAN ARE PROVIDED AS A GUIDELINE FOR PREVENTING EROSION AND CONTROLLING SEDIMENT TRANSPORT. IT IS EXPECTED THAT THE CONTRACTOR MAY USE THIS PLAN, WITH ADJUSTMENTS AS NECESSARY, BASED ON THEIR SPECIFIC MEANS AND METHODS OF CONSTRUCTION.

APPLYING THESE MEASURES THROUGHOUT CONSTRUCTION IS CRITICAL TO THEIR SUCCESS IN MINIMIZING SEDIMENT TRANSPORT TO THE RECEIVING WATERS. REFER TO THE DETAILS INCLUDED IN THESE PLANS AND THE DEPARTMENT OF ENVIRONMENTAL CONSERVATION'S STANDARDS AND SPECIFICATIONS FOR EROSION PREVENTION AND SEDIMENT CONTROL FOR SPECIFIC GUIDANCE.

6.1 IDENTIFY LIMITS OF DISTURBANCE

SITE BOUNDARIES AND AREAS CONSTRUCTION EQUIPMENT CAN ACCESS SHALL BE DELINEATED.

PROJECT DEMARCATION FENCING (PDF) SHALL BE USED TO PHYSICALLY MARK SITE BOUNDARIES. BARRIER FENCE SHALL BE USED INSTEAD OF PROJECT DEMARCATION FENCE WITHIN 100 FEET OF A WATER RESOURCE (STREAM, BROOK, LAKE, POND, WETLAND, ETC).

6.2 LIMIT CONCURRENT DISTURBANCE

LIMITING THE AMOUNT OF SOIL EXPOSED AT ONE TIME REDUCES THE POTENTIAL EROSION ON SITE. CONCURRENT EARTH DISTURBANCE CAN BE MINIMIZED THROUGH CONSTRUCTION PHASING BY ONLY OPENING UP EARTH AS NECESSARY AND EMPLOYING STABILIZATION PRACTICES IN INCREMENTAL STAGES AS PHASES CHANGE.

6.3 STABILIZE DISTURBED AREAS
6.3.1 ACCESS POINTS/ENTRANCE/EXITS

TRACKING OF SEDIMENT ONTO PUBLIC HIGHWAYS SHALL BE MINIMIZED TO REDUCE THE POTENTIAL FOR RUNOFF ENTERING RECEIVING WATERS. INSTALLATION SHALL COINCIDE WITH THE CONTRACTORS PROGRESS SCHEDULE.

STABILIZED CONSTRUCTION ENTRANCES ARE NOT ANTICIPATED ON THIS PROJECT.

6.3.2 TEMPORARY MEASURES FOR EXPOSED AREAS DURING CONSTRUCTION

ALL AREAS OF EARTH DISTURBANCE MUST HAVE STABILIZATION IN PLACE WITHIN 14 DAYS OF INITIAL DISTURBANCE. AFTER THIS TIME, DISTURBED AREAS MUST BE STABILIZED IN ADVANCE OF ANY RUNOFF PRODUCING EVENT.

SURFACE ROUGHENING OF EXPOSED SLOPES, SEEDING OF TEMPORARY SLOPES AND STOCKPILES, AND STANDARD MULCHING PRACTICES DESCRIBED IN SPECIFICATION SECTION 653.07 SHALL BE UTILIZED TO TEMPORARILY STABILIZE DISTURBED AREAS.

6.3.3 PERMANENT STABILIZATION AT FINAL GRADE

EXPOSED SOIL MUST BE STABILIZED WITHIN 48 HOURS OF REACHING FINAL GRADE.

SEED, MULCH, FERTILIZER AND LIME SHALL BE USED TO ESTABLISH PERMANENT VEGETATION. FOR SLOPES STEEPER THAN 1:3, ROLLED EROSION CONTROL PRODUCT, TYPE I SHALL BE USED INSTEAD OF MULCH.

6.4 DIVERT UPLAND RUNOFF

DIVERSIONARY MEASURES SHALL BE USED TO INTERCEPT RUNOFF FROM ABOVE THE CONSTRUCTION AND DIRECT IT AROUND THE DISTURBED AREA SO THAT CLEAN WATER DOES NOT BECOME MUDDIED WHILE TRAVELING OVER EXPOSED SOILS ON THE CONSTRUCTION SITE.

6.5 INSTALL SEDIMENT BARRIERS

SEDIMENT BARRIERS SHALL BE UTILIZED TO INTERCEPT RUNOFF AND ALLOW SUSPENDED SEDIMENT TO SETTLE OUT. THEY SHALL BE INSTALLED ON THE DOWNHILL SIDE OF CONSTRUCTION ACTIVITIES, PRIOR TO ANY UP-SLOPE WORK.

6.6 SLOW DOWN CHANNELIZED RUNOFF

CHECK STRUCTURES SHALL BE UTILIZED TO REDUCE THE VELOCITY, AND THUS THE EROSION POTENTIAL, OF CONCENTRATED FLOW IN CHANNELS.

7. CONSTRUCT PERMANENT CONTROLS

PERMANENT STORMWATER TREATMENT DEVICES SHALL BE INSTALLED AS SHOWN ON THE PLANS AND IN ACCORDANCE WITH PERMIT CONDITIONS.

8. DEWATERING

DISCHARGE FROM DEWATERING ACTIVITIES THAT FLOWS OFF OF THE CONSTRUCTION SITE MUST NOT CAUSE OR CONTRIBUTE TO A VIOLATION OF THE VERMONT WATER QUALITY STANDARDS. DEWATERED STORMWATER OR GROUNDWATER MUST BE FILTERED AND ROUTED IN A MANNER THAT DOES NOT RESULT IN VISIBLY TURBID DISCHARGES TO WATERS.

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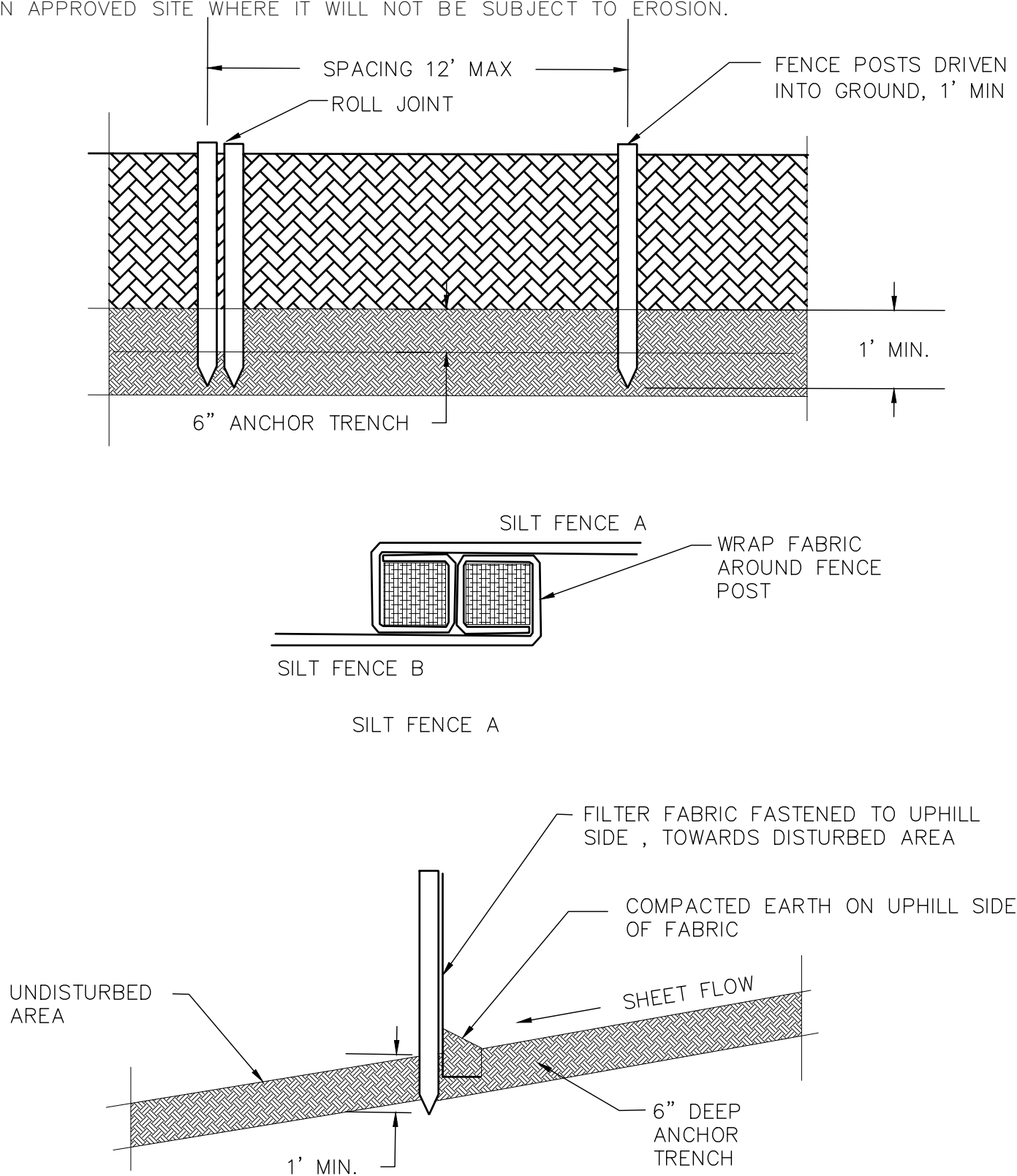
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TOWN OF WAITSFIELD
2026 CULVERT PROJECTS
WAITSFIELD, VERMONT

OLD CENTER FAYSTON ROAD
CULVERT REPLACEMENT

EROSION CONTROL AND EPSC PLAN AND DETAILS

PROJECT NO. 1134

DESIGNED BY: BDL

DRAWN BY: BDL

DATE: MAY 2026

SCALE: AS NOTED

C-10

10 OF 10

TOWN OF WAITSFIELD, VERMONT

Selectboard Meeting Minutes

Monday, August 10, 2026

Draft

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

Staff Present: York Haverkamp, Town Administrator

Others Present: Chirs Austin, Susan Burbank, Larissa Darius, Mary Beth Herbert, MRVTV, Alice Peal, Joshua Schwartz, Dan Zucker

I. Call to Order: The meeting was called to order at 6:30 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 changes were made to the agenda.

2. Public Forum

Nobody requested time to address the Board.

II. Regular Business

1. Animal Control Ordinance Enforcement

Mr. Shupe provided some background information regarding two recent incidents in Town, one in which an unleashed dog killed a leashed dog on a section of the Mad River Path (MRP), and another where a dog apparently escaped its leash and killed three of the knotweed herd goats. Mr. Messer and Mary Beth Herbert, the goat herder, outlined some further details of the goat attack situation; Mr. Messer noted that there is an ongoing investigation of this matter. Mr. Shupe indicated that the Town would look into what state statute and the local ordinance allows for compensation in this type of situation.

Mr. Shupe then explained that the update to the Animal Control Ordinance that the Board adopted in May includes a requirement that animals be under physical control of their caretaker (leashed). He indicated that the Board will be considering how to better enforce this and making plans for public awareness/outreach efforts, and noted that the MRP signage needs to be updated to reflect this change.

Larissa Darius and Susan Burbank were present, both as community members and as representatives of Neck of the Woods childcare. They explained that the MRP incident occurred on NOW's property, and reported that signage had been in place requesting that all dogs be leashed on that portion of the Path, but that the signs had been removed by an unknown person(s). They spoke of NOW's practice to visit the trail every day with children ranging in age from infant to five years, and outlined the previous efforts to ensure that the children were safe from unleashed dogs. Since the incident where a dog was killed, the center has eliminated trips to the Path as part of their daily routine due to safety concerns.

Chris Austin asked if the new leash requirement impacts those owners who have full voice control of their dogs, and Mr. Shupe explained that the leash requirement applies to all dogs, clarifying that if a dog is on private property with permission of the owner, a leash is not required.

Alice Peal indicated that she no longer uses the Path out of concern for the safety of herself and her dog.

Dan Zucker voiced concerns regarding recent posts on Front Porch Forum encouraging people to use pepper or bear spray, or possibly carry a weapon, to deter dog attacks. He noted that use of these items generally serves to make the situation more dangerous, and asked that the Board emphasize this in upcoming public awareness efforts related to dog control.

Mr. Shupe confirmed that Mr. Messer will continue to follow up on these incidents, and suggested putting together a group to discuss public education/outreach. Mr. Messer will reach out to the Chamber regarding being part of that group.

2. Wastewater Municipal Project Manager

Mr. Haverkamp noted that a job description and draft RFQ were included in the meeting materials, and indicated that having a project manager begin working in time to be available for upcoming bid openings and easement work would be ideal. It was agreed that the RFQ should be published in a manner which indicates that both individuals and consulting firms are encouraged to apply.

MOTION: *Mr. Babbott-Klein moved to authorize the Town Administrator to finalize and issue the Request for Qualifications and Quote for a Wastewater Municipal Project Manager, with a submission deadline to be determined by the Town Administrator and Wastewater Team. The motion was seconded by Mr. Messer, and passed unanimously.*

3. FEMA update (Meadow Road Bridge and Culverts)

Mr. Haverkamp reported that the culvert work on Old Center Fayston Road and Center Fayston Road has gone out to bid, that permitting is underway and easement language is being drafted. He indicated that an extension of time for completion will likely need to be requested.

Regarding the Meadow Road bridge, Mr. Haverkamp confirmed that FEMA had agreed to provide the amount estimated for replacing the decking, \$404K, to be but toward bridge replacement, under the condition that the replacement project is underway by July 2028.

Mr. Haverkamp will reach out to Tyler Billingsley in order to determine if he is able to get the project to 30% design, or else assist with drafting an RFP for this design work.

4. Town Garage Construction Manager

It was noted that selection of a Construction Manager would be discussed in Executive Session, that a contract would be contingent upon a bond vote passing, and that full financial information related to the project would be needed in time to appropriately warn the bond vote.

5. Consent Agenda

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

- Approve Bills Payable & Treasurer's Warrants
- Approval of Minutes of June 22 and July 22, 2026

10. Town Administrator's Report

Mr. Haverkamp highlighted some of the information from his written report related to a recent VOSHA visit to Town properties, and noted that he is following up with required documentation as necessary.

99

100 **11. Selectboard Roundtable**

101 Ms. Ursprung suggested that ideas for streamlining the process of ordinance and policy review be
102 discussed at an upcoming meeting, as the Wastewater Ordinance and others will likely require
103 some detailed consideration. Mr. Shupe pointed out that opportunities for public input will also
104 need to be incorporated into the process, as well as legal review.

105

106 The status of East Warren Road striping was outlined by Mr. Haverkamp, who noted that Josh
107 Rogers has had a very busy schedule recently, and that they would be reaching out to get included
108 on an upcoming striping schedule.

109

110 The Board expressed their appreciation for the efforts Mr. Rogers has been putting into his Road
111 Foreman position.

112

113 Mr. Shupe noted that the Pines picnic area had been greatly improved.

114

115 Mr. Shupe asked about the tree removal at the Library; Mr. Haverkamp explained that Adam
116 Whitney is working to schedule the flaggers needed for this project.

117

118 Mr. Curtis asked about efforts for notifying the public regarding upcoming paving work; Mr.
119 Haverkamp outlined where he will publish this information.

120

121 **IV. Executive Session**

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

124

125 **MOTION:** *A motion to enter Executive Session per 1 VSA §313(a)(2) [Real Estate], 1 VSA*
126 *§313(a)(1)(A) [Contracts], 1 VSA §313(a)(4) [Employee Discipline], inviting Mr. Haverkamp and Mr.*
127 *Schwartz to join, passed unanimously.*

128

129 The meeting entered Executive Session at 8:06 pm and returned to open session at 9:29 pm.

130

131 **MOTION:** *A motion to contract with Conner Construction for construction management services for*
132 *the Town Garage project, contingent upon a related bond vote passing in November, passed*
133 *unanimously.*

134

135 **V. Adjourn**

136 The meeting adjourned at 9:30 pm.

137 Respectfully submitted,

138 Carol Chamberlin, Recording Secretary