

**TOWN OF WAITSFIELD
SELECTBOARD AGENDA FOR
Monday September 14th, 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
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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) Public Hearing (warned): Amendment to the Waitsfield Town Plan
6:30pm**

Authority: 24 V.S.A. § 4385

- a. Open the public hearing
- b. Chair states the purpose of the hearing
- c. Planning Commission or staff summary of the proposed amendment and of the Planning Commission's written report
- d. Public testimony
- e. Close the public hearing
- f. Selectboard deliberation
- g. Action: adopt the amendment as warned; decline or reject; or continue to a future warned hearing

III) Regular Business.

1. Couples Club Sidewalk – Discussion and potential action
2. Short-Term Rental (STR) – Review and Discussion
3. Joslin Memorial Library Park – Fence and street trees (discussion, seeking direction)
4. Culvert Engineering: NECE Amendment No. 1 — review and authorize Amendment No. 1 to the New England Consulting Engineers agreement, adding bid-phase and construction-phase services (\$27,300 lump sum; revised total \$57,300) - Action
5. Work plan review
6. Town Garage Update
7. Route 100/17 Corridor – Vtrans update and direction
8. Bridge(s) Update
9. Consent Agenda
 - a. Warrant 24th, 2026
 - b. Amendment of Kingsbury quote
 - c. Friends of the Mad River – Town Property seed and propagules collection

- d. Neck of the Woods: fee waiver — Certificate of Occupancy fees (new signs) and lobby-expansion permit fee, consistent with the Board's past practice of waiving fees for childcare centers.
- e. DLL
 - a. Afterthoughts – 1st class, 2nd class, 3rd class, outside consumption permit

10. Town Administrator's Report – Information

11. Selectboard Roundtable – Discussion

IV) 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: Contract**
To discuss a contract, pursuant to 1 V.S.A. § 313(a)(1)(A), upon a finding under 1 V.S.A. § 313(a)(1) that premature general public knowledge would clearly place the Town at a substantial disadvantage. Any action on the contract will be taken in open session.
- 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.

V) 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
September 14th, 2026

Attending the Irene at 15 event on Bridge Street was amazing. Yes, the music was awesome, and a Village Covered Bridge closed to traffic with bands playing is just plain cool. But what stands out is the effort local organizations took on. So much work, more hours than I would even want to guess at, went into bringing together a community that was clearly rocked by Tropical Storm Irene, and that showed just how resilient the Mad River Valley is. The walking tour was thoughtful, respectful, engaging, and moving. I was not here then, but from the photos, and mostly from the stories I have heard, I could feel that this community is something special, and I am appreciative to be a part of it. Thank you and peace,
York



Couples Club Sidewalk: Drainage and Erosion

The sidewalk by the Couples Club driveway is pitched toward the driveway that runs down to the Couples Club fields rather than toward Main Street. During heavy rain events, this sends stormwater down the driveway and is causing significant erosion, and the repair cost falls on Couples Club each time. Because the pitch is what drives the problem, it will keep recurring with large storms until the grading is corrected.

I would like the Board's direction on whether I should begin work to address this, starting with an assessment of the corrective options and cost and coordination with Couples Club, then reporting back with recommendations.

Short-Term Rental Ordinance: A First Conversation

About a year ago, the Selectboard asked the Planning Commission to look into whether Waitsfield should have a policy for short-term rentals. The draft ordinance in your packet is the result of that work, and the Commission has put a great deal of care into it.

Rather than reach for an off-the-shelf rule, the Commission worked to understand what short-term rentals mean here specifically. It drew on the Mad River Valley Planning District's 2021 whitepaper, which grouped community concerns into three areas: health and safety, year-round housing, and neighborhood impacts such as traffic, parking, noise, and trash. It heard directly from the business community when Eric Friedman of the Chamber spent a full meeting with the Commission this past January. The subcommittee began with Warren's ordinance as a starting point, then, with feedback from Joshua Schwartz of the Planning District and after seeing the enforcement and data-collection difficulties Warren had run into, set that draft aside and rebuilt the ordinance around the VLCT model and Stowe's recently adopted rental registry, keeping the parts of Warren's approach that fit Waitsfield.

That path matters as much as the document itself. What the Commission brings forward is not a finished answer imposed from elsewhere. It is a Waitsfield starting point, shaped by our own scale (we have fewer short-term rentals than Warren or Fayston), our own housing pressures, and our own sense of what makes this a good place to live year round.

I would ask the Board to treat Monday as a conversation rather than a decision. The Town's Planning and Zoning Administrator will present alongside Planning Commission Chair Emma Hanson, walk the Board through what we know about short-term rentals in Town, the specific issues the Commission set out to address, and how the draft tries to address them. They will also lay out the questions still open for the Board, including the registration period and

timelines, whether to collect data first, and the registration and licensing forms and fees. The Commission has deliberately left some of those choices to the Board.

This is a remarkable beginning. The work in front of you is the start of understanding what is right for Waitsfield, and it deserves a full and unhurried discussion.

Fence and Street Trees at Joslin Memorial Library Park

At the August 24 meeting, I was asked to look at the fence at the library park, specifically whether it may be inadequate given how much the park is used for family and library activities. I spoke with Anna Church, the Children's Librarian. After a thoughtful conversation, we agreed that a more substantial way to keep children from wandering up to and potentially through the fence would benefit the park and help it be used to its full potential.

There are two pieces to work through:

- Plantings: what new street trees, and possibly some shrubs or lilacs, could go along a section of the park's edge at the sidewalk.
- The deterrent: what would work best, short term and potentially long term, to keep children from wandering off the edge. We discussed a split-rail fence with some ground cover, which seems to discourage children from passing through, or whether a full fence is what is needed.

I would welcome the Board's direction on how to proceed. With that direction, I will keep working with the applicable stakeholders to build a plan. This work will cost money, which may or may not be budgeted in the current fiscal year, so part of what I am looking for is how far to take this now versus plan for a future year.

Culvert Engineering: Amendment No. 1 (New England Consulting Engineers)

New England Consulting Engineers (NECE), our engineer on the Center Fayston Road and Old Center Fayston Road culvert replacements, has submitted Amendment No. 1 to the culvert engineering agreement. The original agreement covered design. This amendment adds the next two phases of the work: bid services (Task 7), and services during construction (Task 8). The construction-phase scope includes 60 hours of part-time on-site inspection, along with erosion-control and traffic-control monitoring, review of submittals and change orders, and preparation of as-built plans. The terms and conditions of the original agreement are unchanged.

The amendment is a lump sum of \$27,300, including expenses, which brings the total agreement to \$57,300. These are part of the FEMA-funded culvert project, and continuing with NECE through bid and construction keeps continuity with the firm that produced the designs.

This added engineering cost is reflected in the updated Scope of Work the Town is submitting to FEMA for the culvert project (DR-4810). That submission also includes the legal fees for the

easement deeds and the probable cost of construction, so FEMA will review the full revised cost of the project rather than the design phase alone. Capturing the amendment cost in that scope of work is what positions it for Public Assistance reimbursement.

Recommended action: authorize the Town Administrator to execute Amendment No. 1 to the NECE culvert engineering agreement, in the amount of \$27,300 for a revised total of \$57,300.

Route 100/17 Intersection: VTrans Response and Options (Discussion and Direction)

Background: At the Town's request, Keith Cubbon of the Central Vermont Regional Planning Commission carried Waitsfield's questions to VTrans about the VT-100/VT-17 intersection in Irasville, which was prioritized under VPSP2. The Town asked for a realistic timeline for the intersection's redesign. Marcella Dent of VTrans responded on August 25.

Where VTrans stands:

- The status has not changed. VTrans and the Town concluded in recent years that the existing scoping is too dated to move into design, so the intersection needs new scoping. VTrans is working from a 2023 Regional Project Refinement document.
- VTrans has no estimated timeline for when new scoping could begin, citing budget constraints. Rising costs have delayed many current projects and pushed out future ones, and VTrans is also waiting on the next federal transportation reauthorization to gauge available funding.
- VTrans offered a meeting with its Project Delivery team, but told CVRPC the team would have no information beyond what is in the written response.

What this opens up:

- VTrans acknowledged that the earlier advice to wait on pedestrian infrastructure until the capital project came through is less fitting now, given the unknown timeline and the Town's interest in moving forward.
- The Town can advance a pedestrian project and improved access management on its own through VTrans grant programs:
 - TAP: application materials expected around next month, with applications due in December.
 - Bike/ped: applications usually available in April, due in June.
- Any work in the state right-of-way to change access management along this stretch would need to be considered for a Section 1111 permit. VTrans has access-management resources available.

A possible rec-hub crossing:

- A crosswalk near the rec hub, which ties to the DRB's interest in adding parking across from the rec hub and the foot traffic that would bring, would likely be a mid-block crossing.
- VTrans notes pedestrian count data would help move that conversation forward, and points to its Pedestrian Crossing Guide. Sommer Bucossi of VTrans can speak to the crossing question.

Why it matters now: The Town was previously advised to pause the sidewalk in this area until the State redid the intersection. With no State timeline, and with the wastewater project expected to spur growth here while the intersection and curb cuts remain problematic, the practical question is whether the Town advances the pedestrian improvements itself rather than continuing to wait.

For the Board's direction:

- Whether to direct staff to pursue a TAP grant, and possibly a bike/ped grant, to scope and develop the corridor's pedestrian improvements and access management.
- Whether to resume the previously paused sidewalk as part of that work.
- Whether to request the offered VTrans Project Delivery meeting, recognizing VTrans says it would add no new information.

Timing: If the Board wants to pursue TAP, the application is due in December, so a decision to move would need to come soon.

Meadow Road Bridge, Updated Inspection

The Town received VTrans' latest routine inspection of the Meadow Road Bridge (Structure #00024). The bridge was inspected on July 2 and the report was approved on August 26. The short version is that the bridge remains in Poor condition, and the deterioration in the areas we have been most concerned about has continued to get worse.

The superstructure, the steel that actually carries the load, is where the picture has degraded the most. The floor beams now show corrosion holes at nearly every connection along both girders, with the largest running about nine inches long. The inspector's own language is that the corrosion continues to progress, and the report recommends the beams be braced to slow further movement and be repaired or replaced in the near future. This lines up with what the load rating performed by D&K already told us, and it reinforces why we are pursuing replacement rather than patching.

The most immediate decision is about the posted weight limits, and I want to bring it to the Board rather than simply act on it. The inspection flags, as a critical item to be addressed within 90 days, that the emergency vehicle weight signs need to be lowered from the current 13 tons single axle, 16 tons tandem, and 23 tons gross down to 8 tons single, 13 tons tandem, and 18 tons gross. The straightforward course is to replace the signs at the lower posting and keep the bridge open under that reduced limit. But given that we are already seeing overweight traffic

on the crossing, including a forage harvester our bridge camera recorded, and given the condition trend in this inspection, the Board may also want to weigh whether we should be considering closure or some interim step rather than only re-posting. VTrans has previously raised closure as a consideration if overweight vehicles cannot be kept under the limit. I would like direction so we can act within the 90 day window the inspection sets. Whatever the Board decides on the near term posting, the replacement work continues on both tracks. The conventional replacement design is underway with East Engineering, and the covered bridge Timber for Transit pre-application remains in play. I will keep the Board posted as both develop.

Neck of the Woods Fee Waiver Request (Consent)

Neck of the Woods, through Assistant Director Katie DeFreest, has asked the Town to waive the Certificate of Occupancy fees for its new signs and the permit fee for its lobby expansion. The Board has historically waived permit and Certificate of Occupancy fees for the Valley's childcare centers, including Neck of the Woods, Spring Hill School, and the former WCC. JB Weir has stated that this is appropriate for the consent agenda.

Friends of the Mad River: Native Plant Collection on Town Property

Friends of the Mad River (FMR) has asked the Town for permission to gather propagules (seeds, cuttings, and divisions) from native plants growing on Town property. The plants would be grown at FMR's native plant nursery here in Waitsfield and used for habitat restoration in the Mad River Watershed.

Collection would be done by hand by FMR staff and small volunteer groups, following best practices to protect wild populations. FMR states it would take no more than 5 percent of any plant population and would not collect rare or endangered species. In return, FMR would share its observations on the health of our forest and river ecosystems, and a map of native plant locations on Town land, for the Town's use. FMR notes its staff and volunteers are self-insured.

FMR is asking the Town to sign the letter to consent. I would welcome the Board's direction on whether to authorize signing.

Wastewater Project Easements

As part of the ongoing Wastewater Project, the Town is working with legal counsel to negotiate and prepare the easements needed from affected property owners. These easements will give the Town the legal rights to construct, operate, maintain, repair, and access the wastewater infrastructure on or adjacent to private property.

This work is in progress, and no Board action is needed at this time. Once the easement deeds are signed and notarized by the property owners, they will come before the Selectboard to approve their acceptance and to authorize the Town Clerk to record them in the Town's land records.

Culvert Replacement Project Easements

For the replacement of two undersized and flood-vulnerable culverts, the Town, with legal counsel and its engineering team, is preparing the seven easement agreements needed from the affected property owners. These easements will provide the property rights the Town needs for construction access, installation, grading and drainage work, and future maintenance. This work is also in progress. As the signed and notarized deeds come in, they will come before the Selectboard, in batches if needed, to approve their acceptance and to authorize the Town Clerk to record them in the Town's land records.

7. Facilities and Services

7.A Overview

A primary purpose of this plan is to identify services currently available to town residents, evaluate the effectiveness of the Town and other providers in delivering those services, anticipate future demands, and assess whether those demands can be met efficiently. Waitsfield residents enjoy a range of services and facilities, including an efficient municipal government, excellent emergency services, access to a variety of social, recreation and health care services, and state-of-the-art telecommunications infrastructure.

Despite the wide range of excellent services available, the Town faces several challenges regarding specific facilities and services. The lack of municipal water and wastewater hinders efforts to foster a compact settlement pattern, which can result in sprawl and a corresponding loss of the Town's rural character. Local government and education are largely dependent on property tax revenues to fund their operations and taxpayers are stressed by a growing tax burden. Continued growth in the community will require an ongoing assessment and upgrade of specific facilities.

7.B Town Government

Administration. Waitsfield is governed by a five-member Selectboard, which is responsible for preparing the Town's budget, setting policy, administering town finances and a variety of related duties. A full-time Town Administrator reports to the Selectboard and is responsible for the day-to-day management of town affairs. Town staff also includes a full-time appointed Town Clerk and a full-time appointed Treasurer. Currently, the Clerk and Treasurer serve as each other's assistants. A full-time Road Foreman reports to the Selectboard and manages a three-person road department. A full-time Planning and Zoning Administrator, who is hired by the Selectboard, reports to the Town Administrator.

Like most small communities, Waitsfield is heavily dependent upon volunteers to fulfill many governmental duties. Several dozen local residents are elected or appointed to serve on boards and committees, and to represent Waitsfield on regional organizations. This dedication and sense of duty helps define our community, and keeps local institutions open and accessible.

Planning and Zoning. Waitsfield has an active land use planning and community development program that dates back to the late 1960s. Most planning functions are carried out by a volunteer Planning Commission. A Development Review Board is responsible for reviewing

proposed projects in light of the Town's land use and subdivision regulations. With the formation of the Mad River Valley Planning District in the mid-1980s, the Planning Commission has been able to augment its planning capacity with professional assistance.

Conservation. The Conservation Commission is composed of up to nine appointed members, with lead responsibility for stewarding certain lands of the municipality which have natural resource, historic, educational, cultural, scientific, architectural, and/or archaeological values in which the public has an interest. Under its responsibilities to administer particular municipal lands, properties, and other rights, the commission is actively engaged in planning for the management of 793 acres of public land located on the slopes and ridgeline of the Northfield Range (Scrag Mountain Town Forest), alongside the Mad River (Wu Ledges Town Forest, Austin Parcel, Tardy Parcel) and alongside Brook Road (Woliner Parcel), plus easement monitoring on 25 acres adjacent to the Wu Ledges Town Forest (Lawton Parcel) and 10 acres behind the Valley Professional Center (Dowdell/Baked Beads parcel).

In 2012, the Selectboard approved a long-term (10-15 year) management plan for the Scrag Mountain Town Forest. In 2015-16, the Commission spearheaded the first timber harvest and the establishment of a private sugaring license on portions of the Town lands. The Commission also initiated a "Scrag Forest Gateway Project" which resulted in the Town's purchase in 2017 of a 110-acre parcel to enhance public access to the Town Forest, recreational opportunities, and forestland protection. Revenues from the timber harvest and sugaring license are helping to support stewardship and management costs on the Town's Scrag Forest lands.

In 2015, the Selectboard approved a long-term (10-15 year) management plan for Wu Ledges Town Forest. The Commission has begun implementing enhancements to public access and is working toward establishing an official trail network in the Forest.

Other Volunteer Positions. A wide range of other functions are carried out by volunteers appointed or ratified by the Selectboard, including the Fire Warden, Tree Board, Constable, Road Commissioner, Energy Coordinator, Emergency Management Director, Emergency Management Coordinator, Health Officer, Mad River Recreation District, Dog Warden, and Green Up Coordinator. Other, more ceremonial, appointed positions include Fence Viewer, Weigher of Coal, and Inspector of Lumber.

Fiscal Condition. In Vermont, the principal mechanism for funding local government is the property tax. While certain types of outside assistance are available (including state highway aid, fees for services, miscellaneous special purpose grant programs), approximately 80 percent of Waitsfield's annual municipal budget is funded through the local property tax. The fact that non-tax revenues consistently make up around 20 percent Waitsfield's budget

is largely due to an aggressive effort on the part of town government to identify and secure alternative revenue sources, such as grants, to fund specific projects.

Table 7-1 shows annual municipal expenditures between 2004 and 2009. The Town has maintained a relatively stable budget for the past several years; approximately one-third of the budget is dedicated to road maintenance.

Table 7-1: Waitsfield Municipal Budget

	2011	2012	2013	2014	2015	2016	2017 (Projected)
EXPENSES							
Total Operating Budget Expenses	\$1,104,231	\$1,089,584	\$1,210,673	\$528,400	\$1,196,062	\$1,167,269	\$1,306,899
Total Reserve Fund Allocations	\$178,500	\$230,500	\$206,500	--	\$169,000	\$166,500	\$201,000
Total Debt Expenses					\$108,031	\$273,767	\$320,785
Total Capital & One-Time Expenses	\$233,413	\$144,517	\$286,759	\$90,212	\$236,018	\$318,957	\$154,242
Special Article Expenses	--	--	\$5,000	--	\$7,500	\$10,000	--
Total Expenses	\$1,518,401	\$1,464,601	\$1,708,933	\$618,612	\$1,716,612	\$1,936,494	\$1,981,926
REVENUES							
Total Operating Revenue	--	--	--	\$78,490	\$270,240	\$325,426	\$294,367
Total Debt Revenues	--	--	--	--	\$17,347	\$16,642	\$21,266
Total Capital & One-Time Revenues	--	--	--	\$2,744	\$67,015	\$286,322	\$148,121
Special Articles Revenue	--	--	--	--	--	--	--
Total Revenues	\$329,346	\$308,314	\$441,171	\$81,234	\$354,692	\$628,389	\$463,753
Tax Revenues	\$1,077,503	\$1,163,071	\$1,219,424	0	\$1,482,762	\$1,297,563	\$1,326,263

Source: Waitsfield Town Annual Reports

Capital Budget & Program. To limit fluctuations in town expenditures, thereby stabilizing tax rates, the Town has adopted a capital budget and program on an annual basis for more than 20 years. The capital budget and program is a planning tool to help the Town anticipate future capital expenditures and to schedule them so to avoid sharp increases in the tax rate during any one year. When combined with a capital reserve fund, the Town can spread capital costs over a number of years, further stabilizing the municipal budget. It is also a mechanism for considering capital expenditures in the context of this plan to ensure that \$78,490 budget decisions are consistent with the Town's planning goals.

7.C Town Properties

The Town owns several properties used for a variety of civic, recreation, conservation, working forestland, and cultural purposes. The following is a partial list of town properties and a description of relevant considerations related to each.

Town Office. The Town Office was formerly located in the first floor of the Joslin Memorial Library. Limitations associated with that site and vulnerability to flooding, which occurred most recently during Tropical Storm Irene in August 2011, led to the determination that expansion of the library building would not be an option to accommodate new town office operations. The Town began actively planning for a new municipal facility in 2010. A Town Office Task Force, appointed that same year, hired Maclay Architects to evaluate the suitability of various sites in Waitsfield Village and Irasville.

Following more in-depth analysis and public input, the Selectboard accepted the Town Office Task Force's recommendation that the Town purchase an option for the site in Waitsfield Village owned by Wrenn Compere adjacent to the Flemer Field Community Green and occupied by a farmstand, to allow further study as the preferred site for a new town office. An anonymous donor purchased the farmstand property specifically for the new Town Office site. The project was funded primarily from a CDBG-DR grant award in the amount of \$873,200 and a Town Office bond in the amount of \$650,000. The new two-story, 5,142 square foot building is fully ADA accessible. As part of a group net-metering arrangement with Green Mountain Power and the Town's solar array, the building will be completely net-zero in terms of energy consumption. The state-of-the-art facility was completed in July 2016 and operations began in the new building that same month.

Joslin Memorial Library. The Joslin Memorial Library, located in Waitsfield Village, is administered by a Board of Trustees. A private organization, Friends of the Joslin Library, provides support on a regular basis. A part time librarian maintains library hours Monday through Saturday. Library staff is supplemented by a dedicated group of volunteers who perform a variety of tasks. Without these volunteers, the high level of service library patrons have grown accustomed to would suffer.

The library houses over 9,700 books, supplemented by an interlibrary loan program with other libraries in the state. The library offers children's programs including a pre-school story hour, a Saturday reading program for school-aged children in addition to a summer program. The library also provides internet access, a large collection of audio book tapes, home book delivery for elderly and disabled residents and, also with support of a foundation grant, a newly expanded adult program. In addition to private fund-raising and income from various endowments, a large portion of the Library's operating costs are provided by the towns of Fayston and Waitsfield.

General Wait House. The historic General Wait House, the original home of Waitsfield's founder, Benjamin Wait, was purchased in 1995. Funded with the assistance of an enhancement grant from VTrans, a grant from the Vermont Housing Conservation Board, town funds, and private donations raised by the Waitsfield Historical Society, the building accommodates display space for the Historical Society, the Mad River Planning District office, the Friends of the Mad River office, the Mad River Path office, public rest rooms, community meeting space and office space for rent-paying tenants.



The main house was restored to serve the aforementioned functions; the attached barns were only stabilized and remain in need of restoration. The Waitsfield Historical Society made much progress in 2010 restoring the Carriage Barn for expanded display space for the Historical Society, and additional space for larger community meetings and functions than can be accommodated within the main house. In addition, the Carriage Barn roof was replaced in 2009. Federal stimulus funds in 2010 helped provide for the weatherization of the main house, including new insulation, installation of an energy efficient boiler, and new storm windows. Any future renovations should provide a worthwhile community service, improve the outward appearance of the building, and enhance the northern gateway to Waitsfield Village. The General Wait House should continue to manage and have a detailed upkeep and maintenance plan in order to properly care for this important community resource.

Town Garage. The Town's highway department, discussed in Chapter 8, is housed in a garage located off the Tremblay Road, near its intersection with North Road. Built in 1986 after a fire destroyed the previous garage, the garage is located on a 10.8-acre parcel. The current facility is barely adequate to meet current needs, and additional space will be needed in the near future. The current location can accommodate expansion as it becomes necessary. A

new solar array was constructed on-site in 2014 by Aegis Renewable Energy. The 102.3 kW DC ground mounted system includes 330 310-watt solar modules designed to produce 102,106 kWh per year off-setting the electricity needs of the Waitsfield Elementary School, Waitsfield-Fayston Fire Station, Town Garage, General Wait House, Joslin Memorial Library, the Town Office, and the metered lights at the Waitsfield Village Covered Bridge.

Cemeteries. Waitsfield owns and maintains four cemeteries:

- Irasville Cemetery, on Route 100 in Irasville;
- Village/Mill Cemetery, on Bridge Street just east of Waitsfield Village;
- General Wait Cemetery, behind the fire station in Waitsfield Village; and
- Common Cemetery adjacent to Waits-field Common.

The Waitsfield Cemetery Commission is the body responsible for the maintenance and management of the cemeteries. The Town is fortunate that, due to decisions of current and past cemetery commissioners, Waitsfield has a perpetual care fund that is among the largest in Vermont. Although the Town has a cemetery endowment fund which provides funds for maintenance of the cemeteries, increased expenses and lack of growth in the fund may require additional funds or support from the Town at some point in the future.

Capacity exists in each of the cemeteries, although space is limited in all but the Common Cemetery (which was expanded with the purchase of nearly an acre in the early 1990s). Total remaining capacity, however, is approximately 521 spaces. The Cemetery Commission may need to seek expansion of existing cemeteries, consideration of the use of mausoleums, or an additional cemetery location as a last resort in order to provide for future burial needs.

Other Properties. In addition to the Waitsfield-Fayston Fire Department, which is discussed below, the Town owns several parcels used for conservation, recreation, and other community uses. These parcels are described in appropriate sections of this plan.

Public Parks/Spaces. The Selectboard accepted the donation by the Flemer family in 2009 of a 7-acre parcel of open common land on the north end of Waitsfield Village. A grant from the Trees for Local Communities Foundation and community partnerships resulted in the development of a fruit orchard in 2010 on the western boundary of the Flemer Field Community Green. There is also a small park adjacent to the Joslin Library, and the two undeveloped commons located at the intersections of the Common at Joslin Hill and East Roads. The Town acquired the former barber shop parcel on Bridge Street adjacent to the Big Eddy Covered Bridge in 2012 and was awarded a grant in 2014 to develop the small parcel into a public park (“Lovett Park”); site development was completed in July 2017. The so-called Munn Site is a 12-acre vacant parcel located on Route 100 by Kingsbury Road which was originally purchased for use as a centralized wastewater treatment plant. After a failed bond vote, the property has not been developed and remains open field down to the

Mad River. The Town-owned pond at Carroll Road and Main Street serves as common land in Irasville. The Town should consider ways it or additional lands could serve as a focal point for future pedestrian-oriented, village-style development in Irasville as called for in this plan.

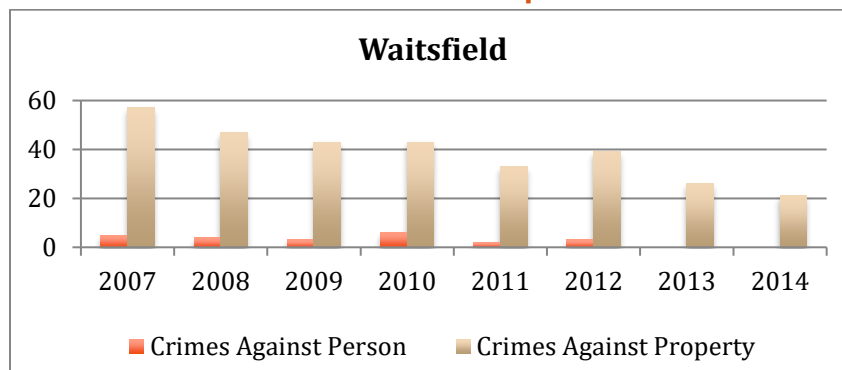
7.D Public Safety

Law Enforcement. The Vermont State Police are responsible for law enforcement in the Mad River Valley. The State Police operate out of the Middlesex Barracks located on Route 2 in Middlesex, and are primarily responsible for all law enforcement matters in our area, particularly major criminal investigations.

Waitsfield has contracted with the Washington County Sheriff’s Department for local police coverage for nearly two decades. The goals of this program are to enforce traffic safety and provide emergency response services in a cost-effective without the burden of a local police department.

Table 7-2 indicates the extent to which the number of crimes in Waitsfield has declined steadily in recent years and the predominance of property crimes (arson, bribery, burglary, embezzlement, vandalism, theft, and drug violations). Waitsfield’s crime rate remains lower than state and county averages.

Table 7-2: Total Instances of Crime Reported in Waitsfield



Source: VT Dept. of Public Safety, Vermont Crime Information Center

Waitsfield-Fayston Fire Department. Fire protection services are currently provided by the Waitsfield-Fayston Volunteer Fire Department. The department covers both Waitsfield and Fayston and maintains a mutual assistance agreement with other nearby fire departments. Fayston funds 40 percent of the annual operating and capital costs of the department. This 60/40 split was determined by the approximate percentage of responses within each town. In addition to the funding agreement, many Fayston residents serve as volunteers. As both

towns grow, the breakdown of calls should be monitored to ensure that funding remains fairly allocated.

Presently, the department is staffed by 19 active volunteers and responds to around 98 incidents in a typical year. Over the past decade, the department has seen its average number of calls per year increase by 70 percent, while the number of personnel has decreased significantly. Volunteers are reimbursed a nominal fee for time spent on emergency responses; however, the bulk of time spent on administration, training and maintenance is voluntary.

In order to maintain the excellent level of service presently provided, the number of volunteers should be monitored and additional fire fighters actively recruited. In particular, it is important for the department to include volunteers that are in town and available to respond to emergencies during normal workday hours. Recruitment is done through advertising and events such as Labor Day at the Irasville Country Store.

Fires actually represent only a minor component of fire department calls and the department most frequently responds to motor vehicle accidents. Several calls are also related to malfunctioning heating systems that are resolved before a fire starts. In addition to emergency response, the department has emphasized fire prevention and education. The past performance of the fire department has been exceptional, and there is no reason to believe that performance will change in the coming years.

Table 7-3: Emergency Response Statistics

	2012	2013	2014	2015	2016
Waitsfield-Fayston Volunteer Fire Department					
Motor Vehicle Accident	31	25	47	29	24
Fire Alarm (smoke)	22	34	26	23	26
CO Detector	4	5	4	11	5
Power line emergency	8	6	11	8	4
Chimney Fire	4	4	2	4	4
Structure Fire	9	5	10	3	4
Ambulance Assist	3	3			4
Propane Leak/Gas Odor	2	1	7	2	2
Smoke Investigation		1			3
Kitchen Fire	1				
Car Fire		2	1	6	3
Equipment Fire			1		1
Wildland Fire		3	4	3	1
Unauthorized Burn					3
Brush Fire	4				
Dumpster Fire	1				
Flooding		2	1		1
Good Intent	4		15	9	
Elevator Emergency				2	
Appliance Fire/Malfunction	1	1	2	4	

Table 7-3: Emergency Response Statistics

Service Call	4				3
Waitsfield Calls	49	49	81	62	48
Fayston Calls	37	38	38	31	31
Buels Gore M/A			2	2	0
Granville M/A		1			
Middlesex M/A					1
Moretown M/A	9	2	12	11	6
Northfield M/A			1		
Warren M/A	3	4	3	0	2
Total Calls	98	108	137	106	88
Mad River Valley Ambulance Service					
Total Calls	473	423	440	440	502

Source: Waitsfield Town Annual Reports

Major equipment, which is maintained in the fire station located adjacent to the General Wait House in Waitsfield Village, includes a 2013 International tanker pumper, a 2003 1,000-gallon International pumper, a 1987 Ford pumper, and a 2000 Chevrolet van. A 1943 Ford Model A pumper is also maintained, which symbolizes the department's years of dedicated service to the community. Annual contributions to a reserve fund, in the average amount of \$15,000, are made toward future equipment replacement.

Ambulance & Rescue Services. The Mad River Valley Ambulance Service is organized as a non-profit corporation and provides 24-hour service to residents and visitors of the Mad River Valley.

The service operates from a facility in Waitsfield Village, which was purchased in 2001. In addition to providing four garage bays, space is available for equipment storage, administrative offices, and meeting and training facilities. The facility has an emergency generator, base station radio and 25 pair phone cable so that it can operate as an emergency operations center during a disaster. Rescue equipment currently in use includes three fully equipped ambulances, a rescue/extraction vehicle (not used for transport) that carries heavy equipment, a "mass-accident" trailer, off-road rescue equipment, a dispatch radio and field radios, as well as a substantial amount of emergency medical equipment.

The service has grown considerably over the years to meet the needs of the growing community. Since its inception in 1971, the annual number of calls has increased by 81 percent. The service currently has a roster of 60 volunteers Valley-wide. The average first responder response time is 7 minutes, while the ambulance response time is less than 17 minutes. One reason for such a fast first responder time is the local dispatch service, which notifies volunteers in scattered locations around the Mad River Valley of a call. Since the late 1990s, E-911 emergency response service has been available in The Valley.

Emergency Shelter. The Town of Waitsfield has an approved Local Emergency Operations Plan that was adopted in March 2016. The Waitsfield Elementary School serves as the Town’s primary emergency shelter and the Town Office is the Emergency Operations Center. The newly constructed town office has an elevator and backup power generation.

7.E Solid Waste

Efforts to reduce the amount of waste before it enters the waste stream and recycle the broadest range of waste in a cost-effective manner will become increasingly important as population increases.

Waitsfield is a member of the Mad River Resource Management Alliance (“MRRMA”). The alliance is a six-town district formed through an inter-local agreement in 1994. Other member towns are Duxbury, Fayston, Moretown, Warren and Waterbury. Northfield and Roxbury were added to the MRRMA in 2010. The alliance is responsible for the preparation, adoption, and regular update of a Solid Waste Implementation Plan, which is required under the state’s solid waste law and is submitted to the Vermont Agency of Natural Resources for review and approval.

A representative and alternate from each town serves on the alliance board, which meets bi-monthly to set policy, determine programs and oversee the activities of a part-time administrator. A per capita assessment is charged to cover administrative and program costs.

Free or low-cost disposal of appliances, tires, electronic waste, and collected roadside trash is also provided in association with annual alliance-sponsored events such as Green Up Day, Household Hazardous Waste Collection Days, and tire collections. The alliance works with the Association of Vermont Recyclers, and is a member of the Northeast Resource Recovery Association, which helps market some recyclable commodities.

Hauling, recycling, and landfill services are provided under agreement with Earth Wise, Inc.. Trash collection services also are provided by other private haulers. A regional transfer facility, located in Waitsfield’s Limited Business District and operated by Casella Waste Management, provides area residents with a convenient solid waste disposal site as well as a place to recycle materials. In 2012, the Vermont Legislature unanimously passed the Universal Recycling Law (Act 148), which effectively bans disposal of three major types of waste materials over the course of six years: “blue bin” recyclables by July 2015, leaf/yard debris and clean wood by July 2016, and food scraps by July 2020.

7.F Sewage Disposal & Water Supply

Municipal Wastewater Treatment. Currently, all of the Town’s sewage disposal needs are addressed by individual on-site systems. Lacking a central wastewater collection and treatment facility, town officials have studied the feasibility of developing such a facility to serve the high-density portions of town, especially Irasville and Waitsfield Village. In 1999, the Town secured funding from the Vermont Agency of Natural Resources’ revolving fund to study the feasibility of developing a municipal wastewater disposal facility to serve Irasville and, possibly, Waitsfield Village. As a result of preliminary analysis, the Town purchased a 12.2-acre parcel (the Munn site) located south of Irasville for \$126,000 in November, 2000 as a potential wastewater treatment site.

In 2008, a two-phase plan to provide a sewer system in Irasville and pipe the waste to Munn field for treatment was developed. The total two-phase system was estimated to cost approximately \$12 million. With grants and users funding the bulk of the project, a bond vote was held in March 2008 to finance the balance of the Phase I cost of \$5.7 million project but was defeated. The Selectboard deferred reconsideration of a municipal wastewater system while proceeding with the municipal water system, which was approved in November 2008 after being narrowly defeated in two prior votes.

In 2011, a plan for a town-sponsored loan program to finance privately-owned, shared, decentralized wastewater systems was developed as an alternative to a municipally-owned system. The same year, a wastewater study entitled “Assessment of Decentralized Wastewater Options: A Survey of Needs, Capacity, and Solutions for Historic Waitsfield Village and Irasville, Vermont” was completed. The townspeople voted at the 2012 Town Meeting to approve allowing the Town to bond up to \$250,000 to develop this program and this amount was subsequently supplemented by \$750,000. The wastewater loan program allowed property owners in the Town center to borrow funds to build or repair wastewater systems and pay off the loans over 20 years to the Town which in turn borrowed from the State of Vermont’s revolving loan fund. Six property owners took advantage of this program through 2016 with the funding that was available.

On-Site Disposal. Shared wastewater options are continuing to be explored to serve designated growth areas in Irasville and Waitsfield Village as well as future designated residential hamlets; however, many properties in Waitsfield will continue to be served by on-site, in-ground disposal. In 2002 the Vermont Legislature amended the state’s on-site septic rules to require all new development, regardless of lot size, to meet state septic system standards. This effectively eliminated the “10-acre loophole,” which exempted lots greater than 10 acres from any design standards.

The new standards also allow for a number of alternative septic system designs which allow for the placement of septic systems on land that could not have met the previous standards. As a result of the rule changes, on-site disposal systems may now be located on hundreds of acres in Waitsfield previously unsuitable for on-site systems.

Water Supply. In 2008, Waitsfield voters approved the bonds for construction of a municipal water system to serve Irasville and Waitsfield village, and construction of this project began in 2010. The \$7.6 million project will be paid for by \$4.5 million in federal grants, connection fees, and a \$3.014 million loan.

The municipal water system begins at the Reed Road wellhead and follows the Town's rights-of-way along Long Road, down Bushnell Road to a new storage tank constructed on the Town-owned former LeClair gravel pit site. From the tank, the transmission main follows a right-of-way to Tremblay Road, where it meets Route 100 and continues on to Waitsfield Village (including Old County Road), Irasville, and Eagles Resort. Hydrants and bollards provide fire protection along the route.

Outside the existing service territory for the new municipal water system, development will continue to rely on private wells.

7.G Community Services

Local Health Services. The Mad River Valley Health Center, Inc. (MRVHC) in Waitsfield is a non-profit community-owned facility leasing space to a variety of healthcare providers. The mission of the MRVHC is to provide a quality facility to ensure the availability of local health care to residents of the Mad River Valley, neighboring towns and visitors. The health center is governed by a community Board of Directors composed of individuals representing the towns of Warren, Waitsfield, Fayston, and Moretown. Healthcare providers at the health center include the Mad River Family Practice (owned by University of Vermont - Central Vermont Medical Center), a physical therapist, an alternative healthcare practice and mental health providers.

Other health care services available to local residents include:

- **Ambulance.** The Mad River Valley Ambulance Service provides 24-hour emergency response throughout the Mad River Valley.
- **Dentist.** Valley Dental Associates provides full service general dentistry.
- **Hospitals.** Hospitals serving Mad River Valley residents are University of Vermont - Central Vermont Medical Center in Berlin, Gifford Memorial in Randolph, Fletcher Allen Health Care/University of Vermont Medical Center in Burlington and the Dartmouth-Hitchcock Medical Center in Lebanon, New Hampshire.

- **Urgent Care.** University of Vermont - Central Vermont Medical Center operates several ExpressCare facilities locally: two in Berlin, and one in Waterbury Center. The walk-in care clinics are open 7 days per week for adults and children with minor illnesses or injuries who are unable to get an immediate appointment with their primary care doctor. No appointment is necessary.
- **Pharmacy.** Kinney Drugs is a community pharmacy with full prescription drug services and an on-site pharmacist.
- **Central Vermont Home Health and Hospice.** Home health care services which include therapy (physical, speech, occupational) and), counseling, and consoling the elderly; homemaker service (meals, shopping, housekeeping); Hospice consoling and counseling the terminally ill and their families; and child birthing classes.
- **Vermont Department of Health.** Well Child Clinic (preschool immunization), WIC Programs (prenatal and preschool nutritional programs).
- **Washington County Mental Health.** 24-hour emergency service, out-patient clinic, substance abuse programs, job placement, day and hospital-based programs, day hospital and resident programs.
- **Evergreen Place.** Evergreen Place is located at 5305 Main Street, Route 100 in Irasville, and is one of Downstreet Housing & Community Development's subsidized rental apartments in which the rent charged is equal to 30 percent of the household's adjusted income. Evergreen Place offers 17 one-bedroom apartments and one two-bedroom apartment for seniors.



~~**Day Care.** Presently, only two home child care operators are registered in the Town—a reduction from past years, when as many as five home child care services were registered in Waitsfield. Currently, six licensed facilities operate in Waitsfield, including the after-school program which uses the elementary school. It is not known how adequately child care needs are now being served.~~

Childcare. Ensuring accessible, affordable, quality childcare is important to sound economic development. Recognizing the reality that most families lead lives that require full or at least part-time childcare outside of their homes, childcare is seen as a critical community need. Accessible, affordable and quality childcare in the area affects parents' ability to enter the workforce, be productive while at work, and remain employed. In addition, the childcare industry itself contributes to the local economy through the jobs it sustains, the revenues childcare workers take in, and the taxes they pay.

Waitsfield currently has only two registered childcare facilities: Neck of the Woods (NOW) and the Spring Hill School.

Spring Hill School – founded in 1985 - is a licensed nonprofit school, which offers a morning preschool program and afternoon program of early care and education. In 2024, the Town allocated \$4,500 of ARPA funds to the school to rehab the school's outdoor learning space and aging equipment.

Neck of the Woods - a licensed nonprofit preschool and childcare program- was established in 2020 at the outset of the pandemic. NOW currently runs full-time early childhood programs for infants through preschool at the main campus in Waitsfield. NOW also runs the after-school enrichment program at the Moretown Elementary School and summer camps for pre-school through 12-year-old children. In NOW's main building, current enrollment consists of 70 children and will continue to expand as renovations are completed to the second floor of the building. Upon completion of the renovations in the fall of 2026, the building will have capacity for up to 100 children. In 2024, the Town allocated \$25,000 of ARPA funds to NOW to build a commercial kitchen and cafeteria to become a Head Start Program. This program offers free childcare to low-income families that meet eligibility requirements and allows eligible families to choose from a wide array of child development and family support services at no cost.

The Town's commitment to childcare was also demonstrated through an additional 2024 ARPA allocation of \$25,000 to the now defunct Waitsfield Children's Center (WCC). The money was allocated for the design of an updated water system to accommodate more children. The WCC program had operated for nearly 50 years until fiscal realities led to its closure in July of 2024. However, Neck of the Woods was able to accommodate all of the staff and families who'd been at the Waitsfield Children's Center. The Town then shifted the remaining funds from WCC to Neck of the Woods.

The Town of Waitsfield has also historically waived zoning fees for all childcare centers.

Senior Services. The Mad River Valley Senior Citizens Inc. is a non-profit corporation which operates to coordinate and provide services for the elderly population of Fayston, Moretown, Warren and Waitsfield. Funding is provided through a combination of local, state, and federal grant funds and donated time and energy of Valley residents. The most important program provided to seniors is the operation of the Senior Center and the senior meals program, both of which operate out of Evergreen Place.

Social Services. Most social services are provided by state government through a variety of programs coordinated through the Agency of Human Services. In addition to state programs, all of which are delivered from offices located elsewhere in Washington County outside the Mad River Valley, several private non-profit organizations provide varying types

and levels of assistance to local residents. Several of these Central Vermont (“CV”) service providers receive annual appropriations from the Town.

- Circle
- CV Adult Basic Education
- Capstone Community Action Council
- CV Council on Aging
- CV Economic Development Corp.
- CV Home Health & Hospice
- Family Center of Washington County
- Good Beginnings of CV
- Green Up VT
- Green Mountain Transit Agency
- MRV Health Center
- MRV Senior Citizens
- Northern VT RC&D Council
- People’s Health & Wellness Clinic
- Retired Senior Volunteer Program
- Sexual Assault Crisis Team
- VT Center for Independent Living
- Washington County Youth Services

In addition, the following two organizations are located within the Mad River Valley and provide assistance exclusively to Valley residents:

- Valley Community Fund, a non-profit organization serving residents of the Mad River Valley. Funded entirely through contributions, the Community Fund provides financial assistance to local residents experiencing financial hardship.
- Mad River Valley Food Shelf, coordinated by the Valley Clergy Council, distributes donated food and groceries to Valley residents in need of such assistance.

Cultural Organizations. Mad River Valley residents enjoy access to a wide range of homegrown cultural resources and events. While not directly supported by the Town on a regular basis, the following organizations provide a variety of performances and exhibits:

- Vermont Festival of the Arts, which, in cooperation with the Mad River Valley Chamber of Commerce sponsors an annual arts festival.

- Valley Players, a theater group operating out of the Odd Fellows Hall in Waitsfield Village.
- Green Mountain Cultural Center, which sponsors a variety of exhibitions, performances and classes in the restored round barn in Waitsfield.
- Mad River Chorale, a local chorus group.
- Phantom Theater, an experimental theater group based in a restored Warren barn.
- Skinner Barn, which hosts a variety of performances and events in a restored barn on the Common Road.
- Waitsfield Farmers Market, which not only provides a direct market for local farmers, cooks, artisans and crafts people, but also provides an opportunity for local residents and visitors to congregate and socialize.
- Yestermorrow Design/Build School, which has hosted public events and lectures for the local community since 1990.
- Madsonian Museum of Industrial Design.
- Big Picture Café and Theater.



In addition, several individual artists and businesses support a strong community arts culture. Artists studios, which often include display space, are located throughout town, although several are concentrated in Waitsfield Village. Musicians regularly perform at Mad Mountain Tavern, Shepherd's Pub, and the Big Picture Theater, which also functions as the Mad River Valley's only movie theater.

Community Center. A community center could serve as a gathering place and central recreation facility for The Valley's youth. It could also serve as a multigenerational facility that could serve as a recreational, social and cultural resource for a broad cross section of the community.

7.H Communications & Media

Waitsfield is served by both traditional and more modern forms of communication that inform the community and connect residents with each other and the wider world. In fact, most Mad River Valley residents have access to high-quality, modern telecommunications technologies.

Newspapers. *The Valley Reporter*, a weekly newspaper since 1971, is the Town's official newspaper for public warnings, notices, and announcements. Waitsfield also receives limited local coverage in the Times-Argus, central Vermont's daily paper based in Barre.

Other state and national papers are available through local outlets. Traditional newspapers have been largely replaced by online news media and statewide coverage.

Telephone Service. Waitsfield Telecom, Waitsfield's local, privately owned telephone company, was founded in 1904. In 1994 the company expanded to include GTE's former Central Champlain Valley service area, forming Waitsfield/Champlain Valley Telecom (WCVT). The company now has 72 employees and almost 5,000 access lines in the Mad River Valley.

Wireless Services. Because of local topography, cellular phone service remains spotty in certain areas in the Mad River Valley. New towers have been installed at Mad River Glen, Mt. Ellen, and in Fayston to improve service by the two largest providers, AT&T and Verizon Wireless.

Radio, Television & Cable. Because of the mountainous terrain, Waitsfield residents without cable or satellite service get limited radio and television reception. Waitsfield Cable, owned and operated by Waitsfield Telecom, has been serving the Mad River Valley since 1980. The company currently offers within its service area, for monthly fees, cable television, digital cable and radio, and pay-per-view options. Mad River Valley Television ("MRVTV"; Channels 44 & 45) is the Valley's designated public access station. MRVTV, on the air since 2000, provides community access to local airwaves and coverage of local government, school and community events. The station is managed by a board of directors, and maintains a studio and production equipment for use by community groups and individuals.

Town residents outside the cable service area have access to other wireless television services for the price of dish installation and a monthly service fee.

Internet & Web Services. Internet service is provided by Green Mountain Access, which was founded in 1997 as an affiliate of Waitsfield Telecom and has grown from a local ISP to a statewide company that offers many of the latest internet technologies. Residential internet services currently offered in town include dial-up access, high speed digital service lines (DSLs), roaming access, and web hosting. Local businesses, in addition, may also have access to dedicated (ISDN and T1) lines, frame relay services for higher speed service. Satellite providers also offer internet service.

Waitsfield Elementary School has access to on-line services and resources through K12net, an extension of Vermont's GOVnet, which supports local and distance learning programs. The Joslin Library also provides public access. The Town of Waitsfield has an official website that provides a wealth of information about town government, local businesses, community groups, and more.

7.I Recreation

The Mad River Valley offers a rich variety of recreation opportunities to year-round residents, seasonal home owners and visitors. A brief inventory of available facilities includes:

- Two major downhill ski areas;
- Two cross country skiing facilities;
- An 18-hole golf course;
- More than 60 tennis courts;
- An airport offering gliding;
- Several riding stables;
- Biking and mountain biking;
- A clean river system suitable for fishing, paddling, and swimming (the Mad River has been identified as one of Vermont's premier swimming resources) with many sites open to public access;
- Miles of trails, footpaths and old logging roads, including the Mad River Greenway in Waitsfield;
- Ball fields located at the privately owned Couples Club; and
- Several community recreation fields owned by the Recreation District in Mad River Park.



Public Facilities. Public recreation facilities in Waitsfield are limited, although in recent years the Town has expanded the number and type of facilities available. Existing facilities include:

- Ball fields and recreation facilities located at the Waitsfield Elementary School, which are available for public use during non-school hours and the summertime.
- Scrag Town Forest, consisting of 750 acres acquired by the Town (see Chapter 11). The forest offers back country pedestrian recreation opportunities. Access was enhanced in 2011-2012 with the creation of a small parking area and trail access at the end of Bowen Road and it was expanded and enhanced again in 2017 through the Scrag Town Forest Gateway Project.
- Wu Ledges Town Forest: 125 acres of conserved woodland, offering trails leading to an outstanding scenic vista from a rock outcropping that overlooks the Mad River and its confluence with the Mill Brook. A small parking area for these lands has been established at the end of Hastings Road, and the Conservation Commission is continuing efforts to identify and establish other access points.

- The Lareau Swimhole Park, constructed with the assistance of a VTrans enhancement grant in 2003, in addition to two adjacent parcels (former Austin and former Tardy properties) that provide less formal access to the Mad River.
- Lovett Park next to the Big Eddy Covered Bridge which serves as a public river/swimming access point.
- 7.3 acres at the Flemer Field Community Green off of Route 100 (the old polo fields) and the community orchard project that was planted in 2010.

Private Not-for-Profit Facilities. Another facility open to the public is the Couples Club, an eight-acre multi-purpose field located in the floodplain of the Mad River in Irasville which offers two baseball fields, a small pavilion and river access. The property is managed by the Couples Club, a private organization, and is exempted from property taxes by the Town on an annual basis. The Valley Little League has entered into a long-term lease with the Couples Club to ensure it will remain available for youth baseball.

The Skatium, an outdoor skating facility is located in Irasville and maintained by a not-for-profit organization. The Skatium has artificial ice and a Zamboni, but is susceptible to weather conditions due to the lack of a cover. The Skatium organization has identified enclosing the facility as a priority, which should be encouraged concurrent with efforts to improve the area's appearance, especially during non-winter months.

Trails. The Mad River Path system is an extremely popular path along the Mad River, recently expanded by the Mad River Path Association (a non-profit, membership-based organization) to include connections and trails elsewhere in the Mad River Valley. The Greenway is maintained through a partnership between the Mad River Path Association and landowners. Similar partnerships maintain a village path network and increasingly in uplands such as the Fayston Town Forest and other Town and private lands throughout the Valley. This network could form the core of what could eventually be a single pathway linking Irasville with Warren Village to the south and the Fayston Elementary School to the west, and linking Waitsfield Village with Moretown Village and Harwood Union Middle and High School to the north.

Some additional trails exist on the Scrag Mountain and Wu Ledges Town Forests, and the Conservation Commission is working with partners including the Mad River Path Association and the Mad River Riders to expand the official trail networks on those lands.

The Town would benefit from developing a Town trail system, starting with the Path connecting Irasville and downtown Waitsfield, where there is copious public engagement with important Valley businesses that support dining, shopping, and entertainment. New investment in these areas could increase opportunities for walking, biking, and public enjoyment of commercial areas in close proximity to each other and to natural resource areas including open space, natural wetlands, the Mad River, and wildlife habitat. It is crucial for the Town, in cooperation with its nonprofit partners, to continue improving

walkability and non-motorized access throughout Waitsfield, consistent with this Plan and the growth of the region's recreation economy.

An assortment of additional easements and license agreements for trails and paths around town have been made, although an extensive, integrated network has not been completed. Through continued partnerships with the Path Association and landowners, such a network could be developed in the future. In addition to trails, Class 4 Roads which are not maintained for year-round travel, as well as Town roads in year-round use, also provide popular recreational opportunities, especially in the Forest Reserve District, and could be included in the Mad River Path system. The Town and the Mad River Path Association should work with other recreation organizations to provide public information about the Town and Valley trails systems, to interpret and maintain trails throughout the Valley, and to adopt consistent, informative signage for residents and visitors.

Several miles of winter trails for skiers and snow-machines are maintained by the Vermont Association of Snow Travelers (VAST) on private land in Waitsfield and surrounding towns. Part of an extensive statewide network, the local trails are maintained by the local VAST chapter—the Mad River Ridge Runners.

Recreation Programs and Planning. The Town, together with Fayston and Warren, formed the Mad River Valley Recreation District in 1993. The purpose of the Recreation District is to support local recreation facilities and programs, and to identify and pursue opportunities to expand existing facilities or create new facilities. The District has provided funds to improve the Couples Club fields in addition to providing support to other private non-profit recreation organizations such as the Skatium. In 2017, they acquired 10 acres at the Mad River Park to construct an 80-space parking area and permanently secure several recreation fields for youth and adult sports. This area will continue supporting Valley-wide youth recreation opportunities and could be connected to the Mad River Path system with a trail around the Park.

7.J Goals

- 7.J-1** A full range of community services and facilities appropriate for a small town that are provided in a cost effective and environmentally sound manner without creating an undue burden on local taxpayers.
- 7.J-2** Facilities and services that reinforce the Town's land use, development, and natural resource protection goals and policies.
- 7.J-3** Continue to support existing childcare facilities to ensure all families have access to high-quality childcare by:

- Exploring allocating local option taxes or using municipal funds for childcare capacity grants or direct operational support to keep tuition affordable.
- Partner on housing initiatives for childcare providers who often struggle to find affordable housing near work.
- Partner with organizations to connect families with available local services.
- Streamline permitting for home-based childcare and designate areas for commercial childcare centers in town plans.

7.K Policies

- 7.K-1** Plan facilities and services to accommodate anticipated future growth and to avoid unreasonable burdens on the Town's taxpayers. To this end:
- 7.K-1.a** The scale, timing and location of development shall be controlled to ensure that the resulting demand for services and facilities does not exceed the municipality's ability to provide them; and
 - 7.K-1.b** In the absence of public facilities, the developer shall fund the cost of the facility(ies) needed to accommodate the new development unless the Town determines that the proposed development will provide community benefits which outweigh or offset the cost of the required facility(ies).
- 7.K-2** Coordinate the provision of facilities and services with the land use and development goals and policies outlined in this plan, including the reinforcement of growth centers. To this end:
- 7.K-2.a** Facilities that require regular access by the general public and are compatible with compact, mixed use development, such as municipal offices, post offices, community centers and fire stations, should be located in Waitsfield Village or Irasville;
 - 7.K-2.b** Facilities that do not require regular access by the general public, such as highway maintenance, or are not compatible with compact, mixed use development, such as solid waste transfer facilities, shall be located in appropriate centralized, nonresidential locations, preferably in the Industrial District or Limited Business District.
- 7.K-3** Provide services and facilities in an efficient and cost-effective manner while ensuring a high level of service. To this end:
- 7.K-3.a** Capital expenditures will be programmed to avoid sharp fluctuations in the property tax rate;

- 7.K-3.b Alternatives to the property tax to fund local services and facilities (including user fees, state/federal grants and loans, impact fees and negotiated exactions, special taxing districts, private foundations and assistance from non-governmental and/or local option taxes) will be used wherever practical, providing they do not place an additional burden on residents of limited financial means or undermine other policies of this plan;
- 7.K-3.c Wherever practical, services and facilities to address Valley-wide growth and development will be provided in conjunction with neighboring towns.
- 7.K-3.d Statewide efforts to restructure state educational funding to reduce the reliance on the local property tax are strongly supported.

7.K-4 Recognize the importance of making the most effective and efficient use of existing services, structures and facilities and utilities before expanding capacity or constructing new buildings or facilities. In the event a new building(s) is required, it shall be designed to reflect the community's historic and architectural heritage, a strong sense of permanence, and to serve as a symbol of civic pride.

7.K-5 Continue to use the General Wait House primarily for civic, community and cultural purposes, including public rest rooms, community meeting space, cultural activities, celebration of community history and heritage, and public information. To that end, restoration of the attached barns for one or more of these purposes is encouraged.

7.K-6 Maintain town funded emergency services, including fire and police protection, in a manner that continues their current level of service as the community grows. Explore opportunities to coordinate increased law enforcement services and efforts with other towns in the Mad River Valley.

7.K-7 Develop municipal wastewater systems to serve the Town center areas of Irasville and Waitsfield Village, in order to meet current needs as well as allow for additional growth in residential and commercial properties. Once constructed, the system capacity shall:

- 7.K-7.a Be allocated in accordance with the land use, housing, and economic development policies of this plan; and
- 7.K-7.b Be managed, together with the operation of the facility, to ensure maximum protection of water quality in the Mad River and its tributaries.

7.K-8 Continue to maintain a municipal water system.

- 7.K-9 Explore opportunities for the Town to acquire land for conservation, recreation, and community facilities. Priority should be given to parcels which provide multiple values to the community.
- 7.K-10 Manage undeveloped and semi-developed town-owned properties, including Scrag Mountain and Wu Ledges Town Forests, the Lareau Swimhole, and other conservation and recreation parcels for the protection of ecological resources and sustainable use.
- 7.K-11 Support the efforts of trail organizations to create a network of walking and bicycling paths in the Mad River Valley, including extending the Mad River Greenway to link Waitsfield Village with Moretown Village to the north, and with Warren Village to the south. To this end, the Town will:
 - 7.K-11.a Hold easements on segments of the path right-of-way;
 - 7.K-11.b Encourage inclusion of trails and pedestrian connections as part of local development review processes; and
 - 7.K-11.c Incorporating path segments into management plans for town-owned land.
 - 7.K-11.d Encourage and support information about trail networks, including safe, planned use of Town roads for walking and biking in the Valley-wide trails system.
- 7.K-12 Continue to work with the Mad River Valley Recreation District, Couples Club, and other organizations to ensure recreation fields remain viable and accessible to local residents and youth sports leagues.
- 7.K-13 Continue to encourage the efforts of VAST to provide an integrated network of winter recreation trails in a manner that does not adversely impact neighboring homeowners and the natural environment, and allow VAST trail use of Class 4 roads on a case-by-case basis to avoid conflict with other users of the road and neighboring residential properties.
- 7.K-14 Limit changes to the classification, maintenance, or use of Class 4 roads that would result in an increase of automobile use unless existing recreational uses are maintained or replaced or mitigated with comparable recreation opportunities. The upgrade and/or reclassification of Class 4 roads within the Forest Reserve District shall not be permitted to allow year-round vehicular access and land development.
- 7.K-15 Manage town cemeteries, and expand if needed, to ensure that burial opportunities will exist for the foreseeable future.

- 7.K-16 Continue to participate as a member of the Mad River Valley-Waterbury Solid Waste Alliance, including the alliance's efforts to reduce waste generation and provide environmentally sound waste disposal opportunities.
- 7.K-17 Encourage continued operation of the Valley Transfer Station in its present location, and encourage a privately-operated bottle redemption center in conjunction with the Transfer Station, or at a separate location in Irasville or Waitsfield Village.
- 7.K-18 Encourage public and private social service providers, including state, regional and local agencies and nongovernmental organizations, to continue providing services to local residents. To this end, the Town will continue to consider funding such organizations on an annual basis, and will support efforts to improve local delivery of such services through partnerships with local organizations.
- 7.K-19 Support the development and operation of a multigenerational community center within Irasville or Waitsfield Village.
- 7.K-20 Encourage the Mad River Valley Health Center to continue to meet the needs of local residents.
- 7.K-21 Integrate wireless telecommunications facilities (e.g. cellular) into the existing built environment.
- 7.K-22 Support the expansion of telecommunication service in the community, including broadband Internet access, and efforts to ensure greater public access.
- 7.K-23 Continue to work with and provide support to community arts and cultural organizations.
- 7.K-24 Support and continue to help fund Mad River Valley Television's (Channels 44 and 45) efforts to broadcast meetings of public interest.
- 7.K-25 Keep the Munn Field property in town ownership as a potential shared wastewater facility resource.
- 7.K-26 Encourage the creation of recreation facilities that foster fitness and well-being (e.g. fitness courses) in a manner that is integrated throughout the community.

7.L Tasks

- 7.L-1 Continue to work cooperatively with neighboring towns and the region on issues of mutual concern, and explore additional opportunities to share facilities and services with neighboring towns. [Town Administrator, Selectboard, Town Boards and Commissions]
- 7.L-2 Continue to support shared, privately-owned wastewater system framework to serve Irasville and Waitsfield Village. [Town Administrator, Selectboard, Study Committee]
- 7.L-3 Revise the Waitsfield Subdivision Regulations to include updated facility and infrastructure standards, including those related to stormwater runoff, wastewater disposal, impact on community services and facilities, and trails, sidewalks and pathways. [Planning Commission]
- 7.L-4 Prepare maps for the Irasville Village District depicting options for future public improvements, including roads, sidewalks, paths and park areas, and a town green/common. [Planning Commission]
- 7.L-5 Explore the adoption of stormwater regulations and other recommendations as a result of Ridges to Rivers study. [Planning Commission]
- 7.L-6 Assess the feasibility of on-going maintenance and renovation of Wait House. [Selectboard, Waitsfield Historic Society*]

Notice of Public Hearing

WAITSFIELD SELECTBOARD PUBLIC HEARING Proposed Amendment to 2023 Town Plan

In accordance with state statute [24 V.S.A. Chapter 117 §4384], the Waitsfield Planning Commission will hold a public hearing on **Monday, September 14, 2026, 6:30 P.M. at the Waitsfield Town Offices** (4144 Main Street) to receive public comment regarding the proposed Waitsfield Town Plan. This will be a hybrid meeting and the public may attend in person at the Waitsfield Town Offices or remote via Zoom with telephone and/or video access. To join the meeting remotely, use this link:

**<https://us02web.zoom.us/j/82056117089>
Meeting ID: 820 5611 7089
By phone: 1 (929) 205-6099**

The Waitsfield Planning Commission completed a comprehensive update to its Town Plan in 2023. Although approved by the Central Vermont Regional Planning Commission at that time, the Board of Commissioners found that the Plan had not adequately addressed the Town's attainment of State Planning Goal 13, relating to childcare.

The Town Plan is consistent with the goals established in 24 V.S.A. §4302, and the revisions do not alter the designation of any land area. The proposed Waitsfield Town Plan includes all of the required elements set forth in the Act [§4382], including the following specific chapters that have been updated:

I. Chapter 7: Facilities and Services

This chapter has been updated to reflect the Town's progress toward meeting State Planning Goal 13: "To ensure the availability of safe and affordable childcare and to integrate childcare issues into the planning process, including childcare financing, infrastructure, business assistance for childcare providers, and childcare work force development."

Copies of the full text of the proposed Waitsfield Town Plan are available for examination at the Waitsfield Town Office during regular office hours or can be viewed online at: https://www.waitsfieldvt.gov/fileadmin/files/Boards/Planning_Commission/Amended_7_Facilities_Services_final.pdf. You may also send comments and suggestions to the Planning Commission, 4144 Main St., Waitsfield, VT 05673 or email them to jb.weir@waitsfieldvt.gov.

Dated at Waitsfield, Vermont, August 10, 2026
Brian Shupe, Chair
Waitsfield Selectboard

Town of Waitsfield SHORT-TERM RENTAL ORDINANCE

SECTION 1. AUTHORITY. This civil ordinance is adopted by the Selectboard of the Town of Waitsfield ("Town") under the authority granted by 24 V.S.A. §§ 2291(15), (29) and 24 V.S.A. Chapter 59.

SECTION 2. PURPOSE. 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.

SECTION 3. DEFINITIONS. For the purposes of this Ordinance, the following words and/or phrases will be defined as follows:

- A. "Designated Agent" shall mean a Person or Persons designated and authorized by the STR Property Owner to act as their agent, or that Person's employee or agent, capable of and responsible for responding to emergency situations and other issues related to the STR when the property is being rented or leased as an STR, including providing first responders with timely interior and exterior access to the Short-Term Rental. For the sake of clarity, the Designated Agent may be the STR Property Owner.
- B. "Dwelling Unit" means one or more rooms designed, occupied or intended for occupancy as separate living quarters with cooking, sleeping and sanitary facilities provided within the dwelling unit for the exclusive use of a single family maintaining a household.

- C. “Dwelling Unit Capacity” or “DUC” means the total occupancy limit for a Short-Term Rental as determined by the maximum capacity in order of one of the following:
 - a. the Short-Term Rental Property’s wastewater disposal system based upon a State of Vermont Wastewater and Potable Water Supply Permit for the property for Dwelling Units or wastewater and potable water supply systems constructed, modified, or occupied after June 30, 2007; or
 - b. the local zoning or septic permit for Dwelling Units constructed before July 1, 2007; or
 - c. the number of bedrooms indicated in the listers’ property database if a local zoning or septic permit does not exist for Dwelling Units constructed before July 1, 2007.
- D. “Enforcement Officer” means any law enforcement officer certified by the Vermont Criminal Justice Training Council, the Short-Term Rental Administrator, or any other Person designated as an Enforcement Officer by the Selectboard.
- E. “Offense” means a violation of a specific provision of this Ordinance.
- F. “Person” means an individual, a corporation, a partnership, an association, and any other incorporated or unincorporated organization or group.
- G. “Short-Term Rental” or “STR” means a furnished house, condominium, or other dwelling room or self-contained Dwelling Unit rented to the transient, traveling, or vacationing public for a period of fewer than 30 consecutive days and for more than 14 days per calendar year.
- H. “Short-Term Rental License” or “STR License” means authorization from the Town of Waitsfield to operate a Short-Term Rental in accordance with this Ordinance.
- I. “Short-Term Rental License Application” or “STR License Application” means the form that the STR Property Owner must submit to the Town or its designee containing required information related to the Short-Term Rental Property.
- J. “Short-Term Rental License Application Fee” or “STR License Application Fee” means a non-refundable fee established by the Selectboard and to be paid to the Town by the applicable STR Property Owner in connection with the corresponding STR License Application.
- K. “Short-Term Rental Operator” or “STR Operator” means either the STR Property Owner or the Person or entity designated by the STR Property Owner in their Short-Term Rental License Application who is responsible for operating, managing, or maintaining the Short-Term Rental in accordance with this Ordinance.
- L. “Short-Term Rental Property” or “STR Property” means the property where a Short-Term Rental is located, including the Short-Term Rental itself.

- M. “Short-Term Rental Property Owner” or “STR Property Owner” means any Person or entity who, alone or with others, has title or interest in a property, Dwelling Unit, or portion thereof where a Short-Term Rental is located, with or without possession. While an STR Property Owner may be represented by, and STR Property Owner obligations under this Ordinance may be performed by, an agent, the STR Property Owner is ultimately responsible for the STR and compliance with this Ordinance.
- N. “Short-Term Rental License Renewal Application” or “STR License Renewal Application” means the form that the STR Property Owner must submit to the Town or its designee containing required information related to the Short-Term Rental Property in connection with the renewal of a previously granted, active, and unrevoked STR License.
- O. “Short-Term Rental License Renewal Application Fee” or “STR License Renewal Application Fee” means a non-refundable fee established by the Selectboard and to be paid to the Town by the applicable STR Property Owner in connection with the corresponding STR License Renewal Application. If the Selectboard does not establish an STR License Renewal Application Fee, then the STR License Renewal Application Fee shall be equal to the STR License Application Fee.

SECTION 4. GENERAL REQUIREMENTS AND PROHIBITED CONDUCT. Each STR Property must meet the following standards:

- A. The number of lessees, guests, or other people using an STR pursuant to an STR License may not exceed its approved DUC.
- B. All vehicles of STR renters and their guests must be parked in parking spaces associated with the STR Property.
- C. An STR Property must have sufficient on-site (off-street) parking spaces to accommodate the STRs DUC. In calculating this allowance, one on-site parking space must be provided for every four (4) guests of an STR.
- D. The maximum number of vehicles allowed on an STR Property is limited to the number of available on-site parking spaces.
- E. A Knox-Box (i.e., for emergency keys) is required for all Short-Term Rental Properties in which an alarm system is active. The Knox-Box must be registered with the Waitsfield-Fayston Fire Department. [To order the Knox-Box, see this form: <https://www.knoxbox.com/Products> (click buy in upper right hand corner, location VT Dept is Waitsfield-Fayston Fire)]
- F. Trash on STR Property must be stored in a place secure from animals and outside of public view.

- G. An STR must contain, in a visually prominent location for guests to access, a list of emergency contact numbers, including but not limited to the Designated Agent and emergency services.
- H. An STR must contain, in a location on the premises that is communicated to the renter, a hard copy of this Ordinance.
- I. An STR Property must comply with the following Vermont Enhanced 911 Board's Addressing Standards:
 - a. Address numbers must be a minimum of 3 inches high, 2-1/2 inches wide and reflective.
 - b. A number must be placed on the front of every STR Property.
 - c. Mailboxes must be marked with the address number. Where mailboxes are not in front of the house or structure to be marked, a number must be displayed on the structure, if it is visible from the road.
 - d. If the STR Property is not visible from the road and no mailbox is beside the driveway leading to the structure, a sign or number post must be erected to display the number. This sign or number post may display the number either vertically (from the top) or horizontally (from the left).
 - e. Shared driveways to an STR Property must be marked both at the beginning of the driveway and where the driveway splits to each specific structure.
 - f. The address number must be placed high enough that it will not be obscured by snow during an average winter.
- J. All exterior STR Property lighting fixtures must be fully shielded and directed downward to minimize skyglow, glare, and light trespass onto adjacent properties.
- K. STR Operators, who do not live either within an hour's driving distance of the STR Property, must designate and provide the name and contact information of a Designated Agent who is located within an hour's drive who will be responsible for responding to emergency situations occurring at the STR.
- L. STR Property Owners, STR Operators, renters, and their occupants must comply with all applicable federal, state, and local laws.
- M. STR Property Owners must make timely payment of any local option taxes owed.
- N. No noise which is excessive at the STR property line or any point beyond that property line and represents a significant increase in noise levels in the vicinity of the STR so as to be incompatible with the reasonable use of the surrounding area shall be permitted. Excessivity shall be determined by the Enforcement Officer as delineated in Tables 5.01 and 5.02 of the Performance Standards in the Zoning Bylaws.

SECTION 5. SHORT-TERM RENTAL LICENSING REQUIREMENTS.

- A. An STR Property Owner cannot lease or rent their property as an STR without first obtaining an STR License from the Town.

- B. Renting, or offering for rent, an STR without first obtaining an STR License or complying with the licensing requirements as specified in this Ordinance is prohibited.
- C. An STR Property Owner must submit to the Town an STR License Application on a form furnished by the Town.
- D. Every STR License Application, including any STR License Renewal Application, under this Ordinance must be accompanied by the STR License Application Fee or STR License Renewal Application Fee, as applicable.
- E. An STR License Application or STR License Renewal Application will not be considered complete and eligible for consideration until all the information in this Section is provided and the associated STR License Application Fee or STR License Renewal Application Fee, as applicable, is paid in full.
- F. A separate STR License, obtained by submission of a separate STR License Application and associated STR License Application Fee, is required for each STR offered for rent. The STR License of each STR offered for rent must be renewed by submission of a separate STR License Renewal Application and associated STR License Renewal Application Fee.
- G. The STR License Application must be signed by the STR Property Owner and contain the following information:
 - a. The physical (E-911) address(es) of the property to be used as an STR.
 - b. The full name, physical address, e-mail address, and telephone number of the STR Property Owner. If the STR Property Owner is an entity, then the legal name of the entity, its physical mailing address, its agent, and the agent's telephone number and e-mail address.
 - c. The full name, physical address, e-mail address, and 24-hour telephone number of the STR Operator.
 - d. A statement from the STR Property Owner that the STR Property conforms with the Town of Waitsfield Zoning Bylaws.
 - e. The DUC of the STR.
 - f. The number of available on-site (off-street) parking spaces.
 - g. Whether the applicant has any other STR Properties in Town.
 - h. The STR's State of Vermont issued meals and rooms tax account number corresponding to its location.
- H. An STR License will expire upon the anniversary of the date of its issuance and must be renewed using an STR License Renewal Application form provided by the Town prior to its continued use as an STR. Operation of a Short-Term Rental without obtaining an STR License or a renewal of an STR License shall constitute a violation of this Ordinance.
- I. An STR License is nonassignable and must be surrendered if the STR ceases operations or if ownership of the STR Property is transferred to a new STR Property Owner.

- J. An STR License, if granted or renewed, must be displayed in a visually prominent location inside the STR for guests to access.
- K. It is a violation of this Ordinance to provide intentionally false or materially misleading information on any STR License Application or STR License Renewal Application, or to fail or refuse to pay any associated STR License Application fee or STR License Renewal Application Fee, as applicable.

SECTION 6. ENFORCEMENT.

- A. A violation of this Ordinance is a civil matter which may be enforced in the Vermont Judicial Bureau or in the Washington County Superior Court, at the election of the Selectboard.
- B. Violations enforced in the Judicial Bureau will be in accordance with the provisions of 24 V.S.A. §§ 1974a and 1977 et seq. For purposes of enforcement in the Judicial Bureau, any Enforcement Officer has the authority to issue tickets and represent the Town at any hearing.
- C. Violations enforced in the Superior Court will be in accordance with the Vermont Rules of Civil Procedure. The Town may pursue all appropriate injunctive relief.

SECTION 7. PENALTIES AND COSTS.

- A. An Enforcement Officer is authorized to recover civil penalties for violations of this Ordinance. Offenses shall be counted on a rolling twelve (12) month basis, beginning December 1 and ending November 30 of each year. An Enforcement Officer shall have discretion, for good cause shown, to issue a written warning, without recovering a waiver fee, for any first Offense.
- B. Civil penalties are authorized in the following amounts for each violation:

First Offense:	warning or [\$200] full penalty / \$100 waiver penalty
Second Offense:	[\$400] full penalty / \$200 waiver penalty
Third Offense:	[\$600] full penalty / \$300 waiver penalty
Subsequent Offense(s):	[\$800] full penalty / \$400 waiver penalty
- C. An Enforcement Officer is authorized to recover a waiver fee in lieu of a civil penalty, in the stated amount, from any Person who declines to contest a municipal complaint and voluntarily pays the waiver fee.
- D. Determining the sequences of Offenses for violations of this Ordinance will be as follows: a subsequent Offense that pertains to the same section of this Ordinance as, and that occurs within twelve (12) months of, a previous Offense will be considered a higher offense (i.e., second, third, or subsequent Offense). Any subsequent Offense that occurs after twelve (12) months of a previous Offense pertaining to the same section of this Ordinance will be considered a new, first

Offense.

- E. A warning will not be counted towards the calculation of the number of Offenses under this Ordinance.
- F. An STR License will be immediately revoked if:
 - a. The STR License Application or STR License Renewal Application contains any false or materially misleading information as of the time such STR License Application or STR License Renewal Application is submitted to the Town; or
 - b. The STR Property Owner fails to pay the STR License Application Fee or STR License Renewal Application Fee required in connection with the applicable STR License Application or STR License Renewal Application; or
 - c. The STR Property Owner has committed three (3) violations of this Ordinance within twelve (12) months.
- G. Any violation of this Ordinance committed by an STR Operator or renter, occupant, or guest of an STR will be considered a violation committed by the STR Property Owner and any penalty associated with it to be paid by the STR Property Owner to the Town.
- H. An STR Property Owner who has had their STR License revoked may not re-apply for a period of one (1) year from the time their revoked STR License was due to expire.
- I. Notification of STR License revocation will be issued in writing with reasons and may be appealed by the STR Property Owner or their STR Operator to the Selectboard within 15 days of its mailing.
- J. In the event an STR License is revoked, no paid STR License Application Fee or STR License Renewal Application Fee will be refunded.

SECTION 8. OTHER LAWS. This Ordinance is in addition to all other ordinances of the Town and all applicable laws of the State of Vermont. All ordinances or parts of ordinances, resolutions, regulations, policies, or other documents inconsistent with the provisions of this Ordinance are hereby repealed to the extent of such inconsistency.

SECTION 9. SEVERABILITY. If any section of this Ordinance is held by a court of competent jurisdiction to be invalid, such finding will not invalidate any other part of this Ordinance. If any statute referred to in this Ordinance is amended, this Ordinance will be deemed to refer to such amended statute.

SECTION 10. EFFECTIVE DATE. This Ordinance will become effective 60 days after its adoption by the Selectboard. If a petition is filed pursuant to 24 V.S.A. § 1973, that statute will govern the taking effect of this Ordinance.

Adopted this _____ day of _____, 20_.

SIGNATURES:

Adoption History

1. Agenda item at Selectboard meeting held on _____.
2. Read and approved at Selectboard meeting on _____ and entered in the minutes of that meeting.
3. Posted in public places on _____.
4. Notice of adoption published in the _____ newspaper on _____ with a notice of the right to petition.
5. Other actions [*petitions, etc.*].

September 11, 2026

York Haverkamp
Town Administrator
Town of Waitsfield
4144 Main Street
Waitsfield, Vermont 05673

SUBJECT: Amendment No. 1 to Agreement for Culvert Engineering

Greetings:

New England Consulting Engineers, LLC (Engineer) is pleased to present this amendment to our Letter of Agreement for Culvert Engineering for the Town of Waitsfield. The Terms and Conditions of the Agreement shall remain the same. The scope of services and fees are modified as presented below.

Scope of Services

Add the following to Scope of Service

7. Bid Services

- a. Assist CLIENT in advertising for and obtaining bids or proposals for the Work, assist Owner in issuing assembled design, contract, and bidding-related documents (or requests for proposals or other construction procurement documents) to prospective contractors, and, maintain a record of prospective contractors to which documents have been issued, attend pre-bid conferences, and receive and process contractor deposits or charges for the issued documents.
- b. Prepare and issue Addenda as appropriate to clarify, correct, or change the issued documents.
- c. Provide information or assistance needed by CLIENT in the course of any review of proposals or negotiations with prospective contractors.
- d. Consult with CLIENT as to the qualifications of prospective contractors.
- e. Attend the bid opening, prepare bid tabulation and assist CLIENT in evaluating bids or proposals, assembling final contracts for the Work for execution by CLIENT and Contractor, and in issuing notices of award of such contracts.
- f. Furnish to CLIENT five executed copies of the Contract Documents and one electronic copy of the signed documents, including Drawings and Specifications.

8. Services During Construction

- a. NECE will act as CLIENT's representative as provided in the Construction Contract.
 - i. Answering questions and providing supplemental information to the CLIENT and Contractor.
 - ii. Coordinate material testing by contractor or third party.
 - iii. Preparation of change orders
 - iv. Review of submittals (i.e. shop drawings and certifications)
 - v. Maintenance of project files and records.
- b. We include 60 hours of part-time on-site inspection in the Scope of Services:
 - i. Check that the contractor is in compliance with all construction contract requirements, Town and State permits and ordinances; property rights agreements; erosion and sediment control, regulations and statutes; and federal regulations and statutes; and exercise the engineer's authority as provided in the contract documents and report immediately any deviations to the Town.
 - ii. Inspect and approve material sources and waste, borrow and staging areas.
 - iii. Erosion control monitoring in accordance with applicable permits.
 - iv. Review and verify traffic control activities.
 - v. Development of final as built plans by marking up a set of contract plans.
 - vi. Check that completed work complies with the plans and specifications and is true to line and grade. Make an inspection of work completed at such time as the contractor may claim substantial completion, with a contractor's representative, and issue a list of items to be corrected or completed.

Professional Fee

For the services described in Tasks 7 and 8 of the Scope of Services the Client shall pay the Consultant a lump sum fee of twenty-seven thousand three hundred dollars (\$27,300.00), including expenses. The total amount of the Agreement becomes fifty-seven thousand three hundred dollars (\$57,300.00), including expenses.



Town of Waitsfield
September 11, 2026
Page 3

If this amendment is acceptable, please sign two copies and return one copy to our office, as authorization to proceed.

We appreciate this opportunity to be of service to the Town of Waitsfield.

Very truly yours,

NEW ENGLAND CONSULTING
ENGINEERS LLC

ACCEPTED AND AUTHORIZED TO
PROCEED:

A handwritten signature in blue ink that reads "B. Dexter Lefavour".

B. Dexter Lefavour, PE
Principal Engineer

BY: _____

DATE: _____



TOWN OF WAITSFIELD

9.10.2026

Kim Canarecci

Vermont State Public Assistance Officer

Re: DR-4810, Project #961022, PW # 00774, Category C.

The Town of Waitsfield is formally requesting a Scope of Work (SOW) Change for the Culverts on Old Center Fayston and Center Fayston roads project #961022.

1. Applicant Name: Town of Waitsfield
2. Project Name, Project Number, Applicant POC, Category of Work, DR#: Culverts on Old Center Fayston and Center Fayston roads project #961022. POC is the Town Administrator, York Haverkamp. Category C. DR#4810
3. Letter should be developed on applicant letterhead and include applicant signature at the bottom of the request
4. Details on the original Scope of Work
 - a. What do you intend to do out of the original SOW?

Road Damage

 - A. Remove and replace 1 each of CMP, 60 FT long x 3 FT in diameter
 - B. Remove and replace 12 CY of dry-laid stacked stone, 10 FT long x 10 FT wide x 3 FT deep
 - C. Remove and replace 112 CY of gravel, 10 FT long x 50 FT wide x 6 FT deep
 - D. Remove and replace 3 CY of crushed gravel, 10 FT long x 24 FT wide x 0.25 FT deep

The original A&E has been completed allowing us to move on to the SOW change as seen in question number 5 below.

- b. Will you still do the HM portion if any included in original? I do not believe this is applicable for this project.
5. Justification for Scope of Work change (why is this needed?)

This project was originally obligated as an Architectural and Engineering (A&E) services only project to support the development of engineering analyses, design plans, and cost estimates for the replacement of the damaged culverts. The engineering phase has now been completed, and the Town has finalized the project design and associated construction cost estimate. Through this Scope of Work change request, the Town is submitting the final design, scope, and cost information for FEMA review and approval and requests that Project #961022 be updated to Version 1 to incorporate the construction phase of the project, allowing the Town to proceed with procurement and construction activities.
6. Details on plan for the bidding process if a vendor has not already been procured

The procurement process for this project has been initiated by the Town's engineering consultant. Bid documents have been prepared and advertised in accordance with applicable



TOWN OF WAITSFIELD

procurement requirements. A bid opening occurred on August 21st at 2:00pm, after which bids will be evaluated and a contractor selected in accordance with the Town's procurement policies and FEMA requirements.

7. Clear details on the proposed scope of work change, which should include:
 - a. Revised quantities, dimensions, repair method, or change in materials
 - b. Summary of proposed design plans**
 - i. Center Fayson 36'Lx8'Hx10'W precast box culvert, wing walls and guardrails
 - ii. Old Center Fayston 48'Lx8'Hx18'W precast box culvert, wing walls and guardrails
 - iii. Ref: Design Plans by New England Consulting Engineers
 - iv. Ref: Alternatives Analysis by New England Consulting Engineers
 - c. Revised cost estimate to include:
 - Bid for Center Fayston Road: \$182,500
 - Bid for Old Center Fayston Road: \$236,000
 - Combined cost for the jobs for both projects: \$270,910
 - Average contingency for project: 10% = \$68,941
 - estimate, both sites: \$758,351
 - NECE engineering contract, originally obligated for A&E design: \$30,000
 - NECE Amendment one costs: \$27,300
 - **Total revised project cost: \$815,651**

8. Construction Timeline/ Project Completion Timeline

The Selectboard is expected to award a construction contract to one of the six firms that submitted bids. It is highly unlikely that construction will be able to take place during the 2026 calendar year. The Town therefore anticipates requesting a time extension so that construction can proceed in the spring through summer of the 2027 calendar year. The Town will submit a formal time extension request to Vermont Emergency Management to accommodate this schedule.

9. Environmental considerations and potential environmental compliance triggers?

- a. Are permits required? Have they been requested/approved?

VT DEC Stream Alteration Permits are required and expected by 9/30/26. USACE Slef-verification is anticipated.

10. Codes and Standards Details:

- a. Is the current SOW required to meet minimum applicable codes and standards?
 - i. If yes, please list the specific requirements from relevant code and standards.



TOWN OF WAITSFIELD

1. Culvert width equal or exceed bank full width, and culvert height equal or exceed bank full depth: VTDEC and USACE General Permit Requirement
2. Culvert depth equal or exceed Q25 depth plus 1': VTrans Hydraulic Handbook.
 - ii. Please describe how the current SOW meets these requirements
Ref: VTrans and NECE H&H Memos.
- b. Is the current SOW the least cost most feasible alternative to meet the minimum codes and standards?
 - i. If yes, please describe to include alternatives considered, if any.
Ref: Alternatives Analysis by New England Consulting Engineers
 - ii. If no, describe why this alternative was selected.
11. Does any of the current SOW exceed the minimum required codes and standards? *No*.
 - a. If yes, please describe elements that exceed minimum requirements
 - b. Do these additional elements provide greater protection for the facility?
 - i. If yes, please describe
 - ii. Please provide a cost summary for these elements

The total cost for this project #961022 should be versioned to **\$815,651**, which does include the \$30,000 that was initially obligated for A&E costs (If A&E project). Thank you for your help and consideration.

Sincerely,
York Haverkamp

Documentation to Include:

- Engineering Reports & Design Plans
- Permit Information
- Include (if applicable) any environmental reports/environmental studies or H&H studies

If A&E Only Project:

- Updated Engineering Analysis
- Explanation of hidden or newly discovered conditions
- Updated engineering or architectural drawings
- Updated engineering calculations
- Updated design and construction timelines



MH2
ARCHITECTURE STUDIO

1496 MAPLE HILL
ROCHESTER, VT 05767
MH2ARCH.COM

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FEASIBILITY

09/04/2026

Issue / Revision History		
No.	Date	Description

WAITSFIELD
GARAGE
PROPOSAL

SITE PLAN -
FEASIBILITY LOCATION
#2

5 South Main
White River Jct, VT. 05001

PROJECT NO.: MH2-005

A091

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09/09/2026

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No.	Date	Description
0	TBD	BULLETIN 1 - IFB

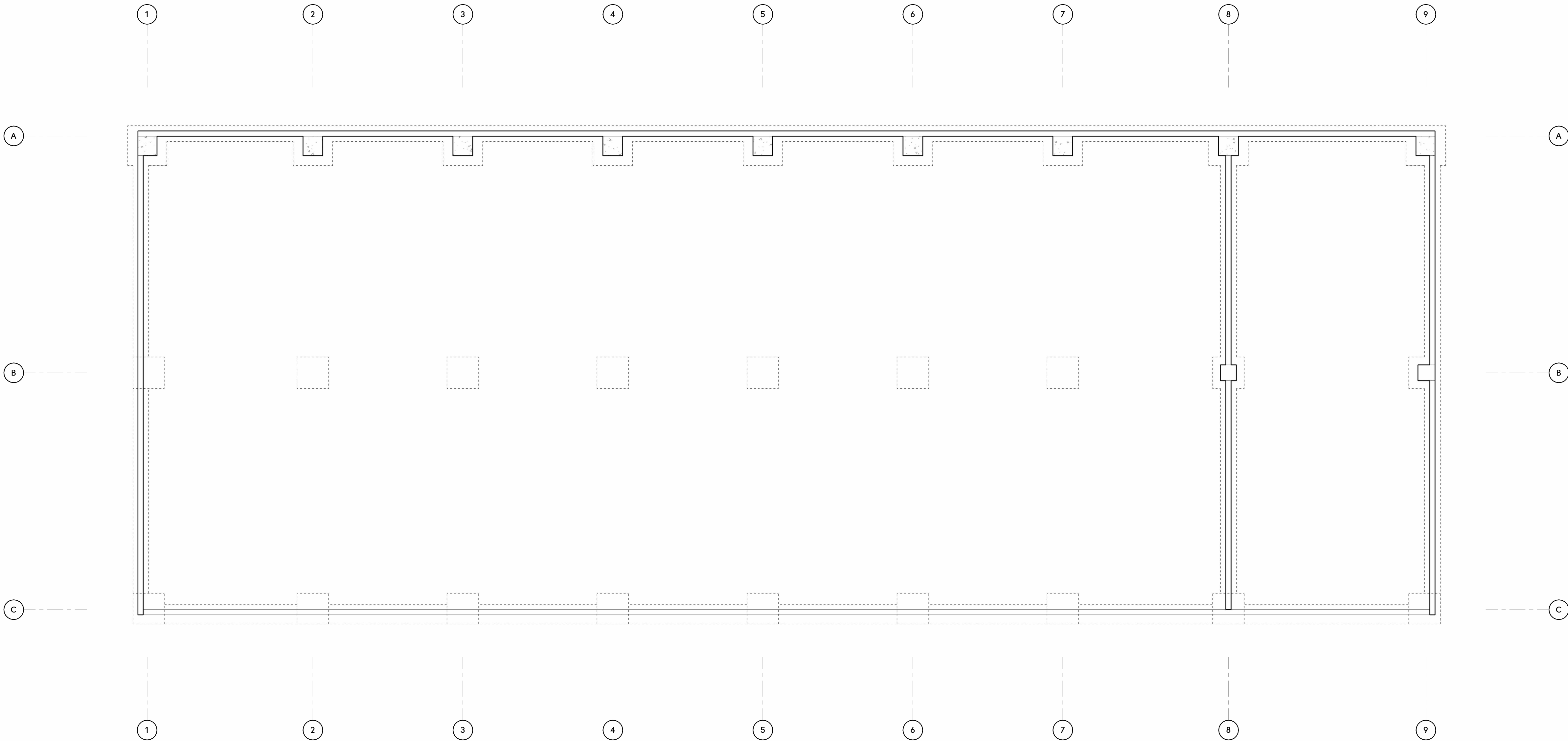
WAITSFIELD TOWN
GARAGE

FOUNDATION PLAN

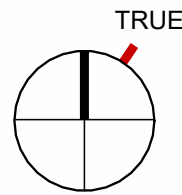
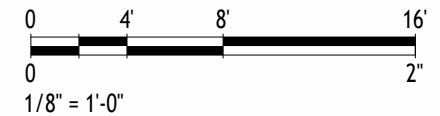
Waitsfield, VT

PROJECT NO.: MH2-005

A101



1 FOUNDATION PLAN
1/8" = 1'-0"



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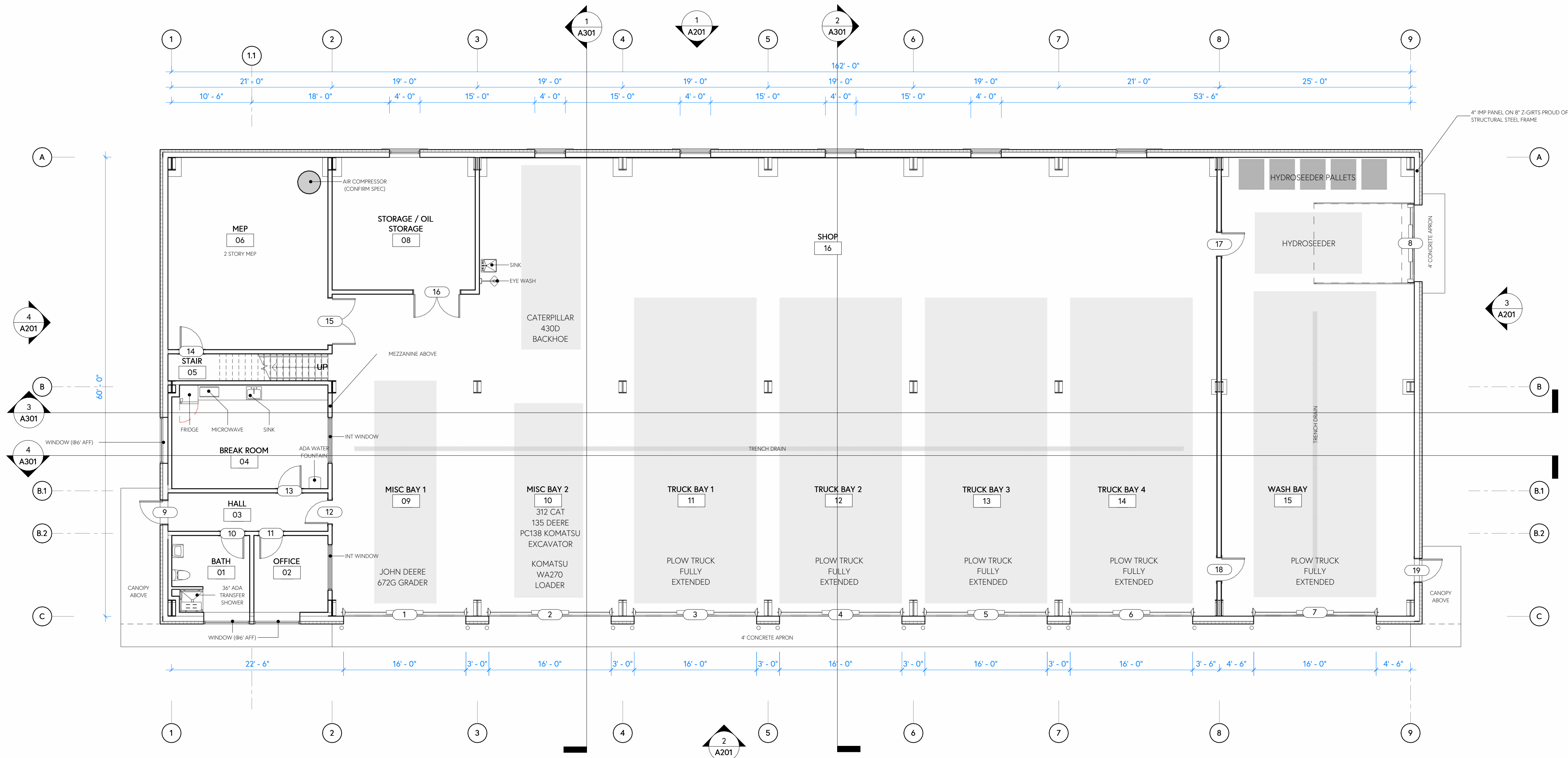
WAITSFIELD TOWN
GARAGE

FIRST FLOOR PLAN

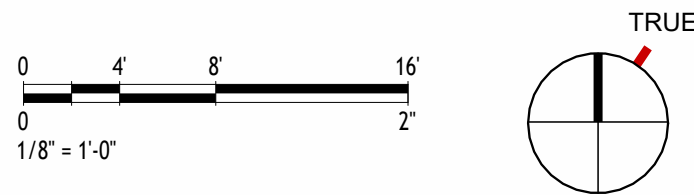
Waitsfield, VT

PROJECT NO.: MH2-005

A111



1 FIRST FLOOR PLAN LOCATION 2
1/8" = 1'-0"



ROOM SCHEDULE				
NO.	ROOM NAME	AREA	Occupancy	SF per Occ.
01	BATH	99 SF		
02	OFFICE	97 SF		
03	HALL	105 SF		
04	BREAK ROOM	276 SF		
05	STAIR	75 SF		
06	MEP	526 SF		
08	STORAGE / OIL STORAGE	324 SF		
09	MISC BAY 1	800 SF		
10	MISC BAY 2	793 SF		
11	TRUCK BAY 1	793 SF		
12	TRUCK BAY 2	793 SF		
13	TRUCK BAY 3	793 SF		
14	TRUCK BAY 4	862 SF		
15	WASH BAY	1510 SF		
16	SHOP	1762 SF		
		9607 SF		

GARAGE DOOR SCHEDULE		
NO.	DOOR	
	WIDTH	HEIGHT
1	16' - 0"	14' - 0"
2	16' - 0"	14' - 0"
3	16' - 0"	14' - 0"
4	16' - 0"	14' - 0"
5	16' - 0"	14' - 0"
6	16' - 0"	14' - 0"
7	16' - 0"	14' - 0"
8	10' - 0"	10' - 0"

Project Schedule - DOOR SCHEDULE										
NO.	DOOR						FRAME			FIRE RATING
	WIDTH	HEIGHT	THICKNESS	TYPE	MAT	GLAZING	MAT	TYPE	DEPTH	
9	3' - 0"	6' - 8"	1 3/4"							
10	3' - 0"	6' - 8"	1 3/4"	FLD	HM	-	MTL	A	6.75"	
11	3' - 0"	6' - 8"	1 3/4"	FLD	HM	-	MTL	A	6.75"	
12	3' - 0"	6' - 8"	1 3/4"	FLD	HM	-	MTL	A	6.75"	
13	3' - 0"	6' - 8"	1 3/4"	FLD	HM	-	MTL	A	6.75"	
14	3' - 0"	6' - 8"	1 3/4"	FLD	HM	-	MTL	A	6.75"	
15	6' - 0"	6' - 8"	1 3/4"							
16	6' - 0"	6' - 8"	1 3/4"							
17	3' - 0"	6' - 8"	1 3/4"	FLD	HM	-	MTL	A	6.75"	
18	3' - 0"	6' - 8"	1 3/4"	FLD	HM	-	FG	A	6.75"	
19	3' - 0"	6' - 8"	1 3/4"	FLD	HM	-	FG	A	6.75"	
20	3' - 0"	6' - 8"	1 3/4"	FLD	HM	-	MTL	A	6.75"	

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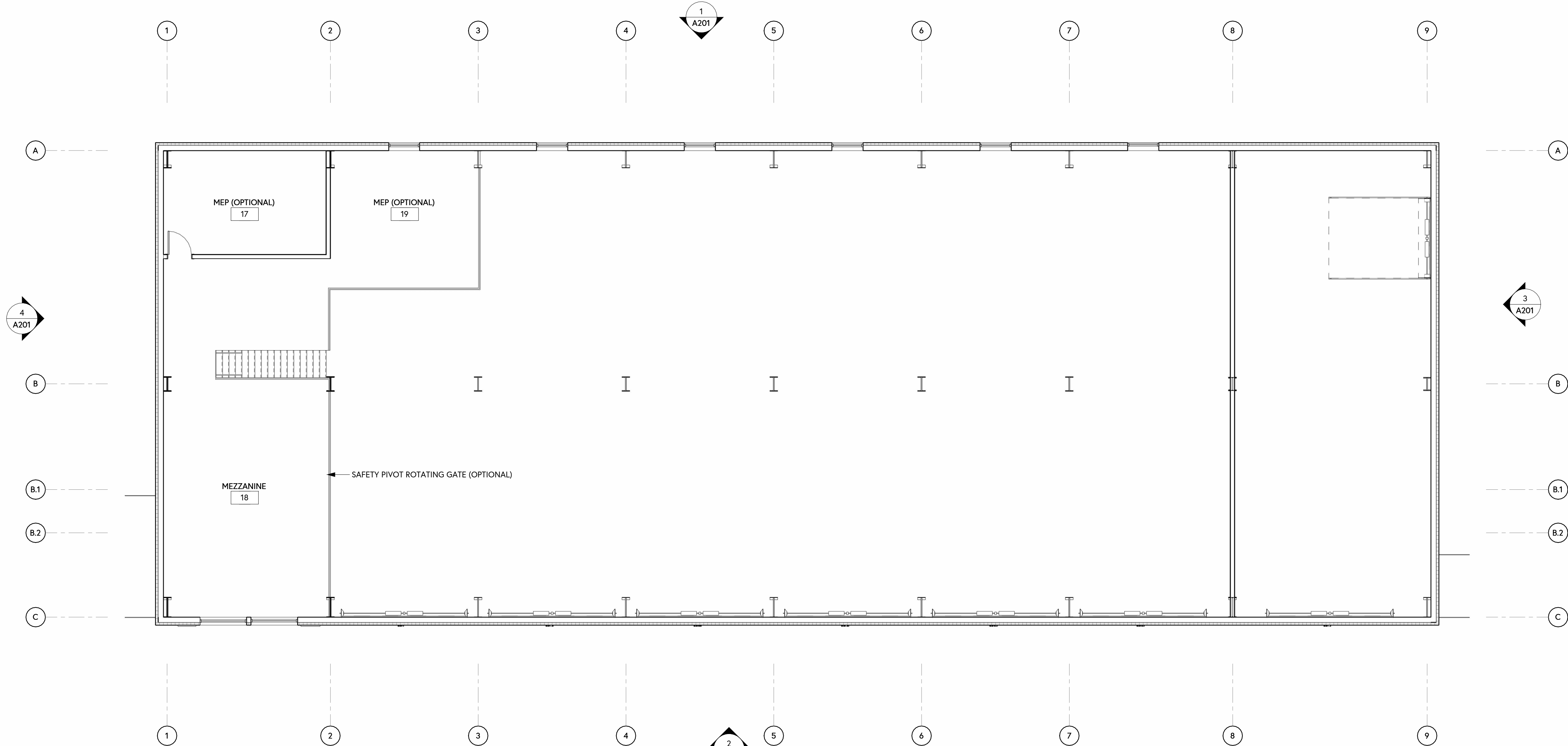
WAITSFIELD TOWN
GARAGE

MEZZANINE PLAN

Waitsfield, VT

PROJECT NO.: MH2-005

A121



ROOM SCHEDULE				
NO.	ROOM NAME	AREA	Occupancy	SF per Occ
17	MEP (OPTIONAL)	279 SF		
18	MEZZANINE	937 SF		
19	MEP (OPTIONAL)	345 SF		
		1561 SF		

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WAITSFIELD TOWN
GARAGE

ROOF PLAN

Waitsfield, VT

PROJECT NO.: MH2-005

A141



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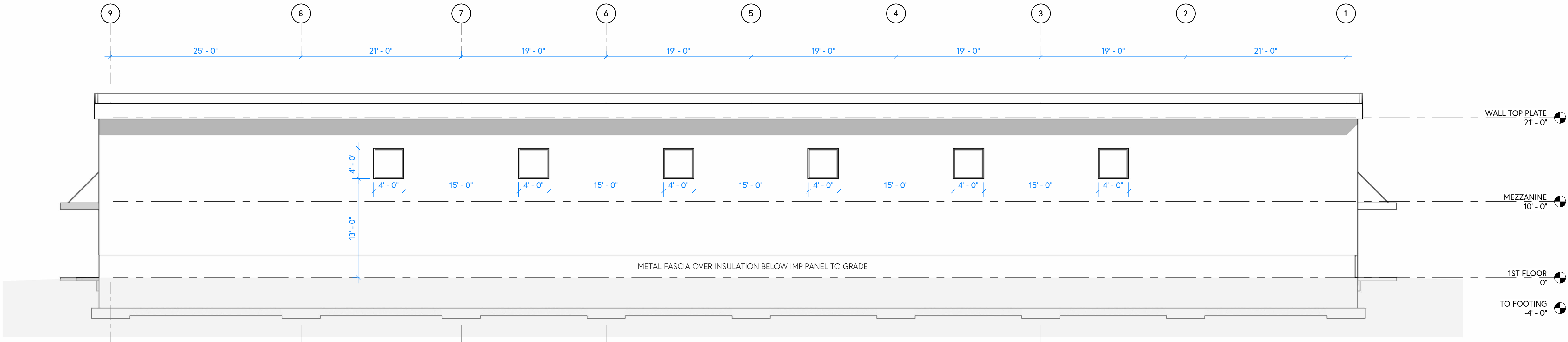
WAITSFIELD TOWN
GARAGE

EXTERIOR ELEVATIONS

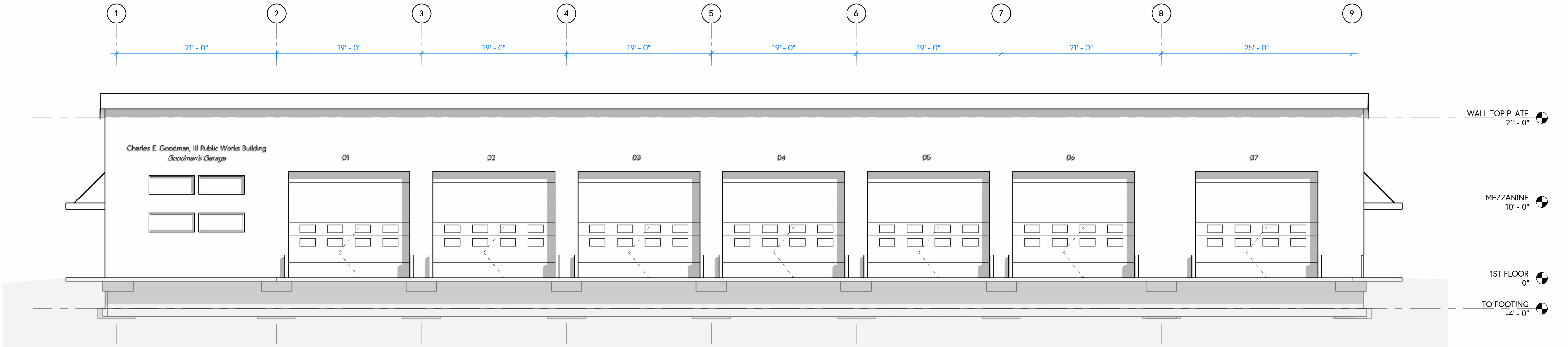
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PROJECT NO.: MH2-005

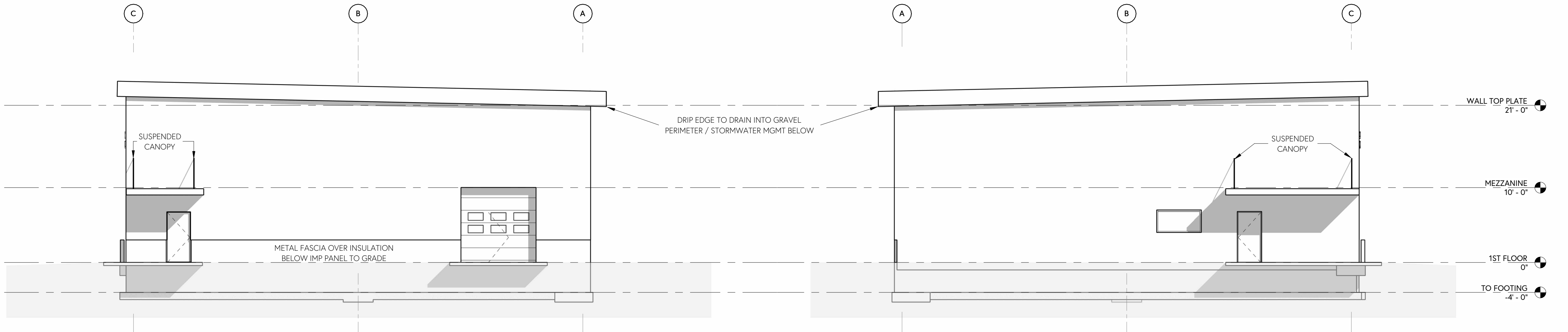
A201



1 NORTH
1/8" = 1'-0"



2 SOUTH
1/8" = 1'-0"



3 EAST ELEVATION
1/8" = 1'-0"

4 WEST ELEVATION
1/8" = 1'-0"

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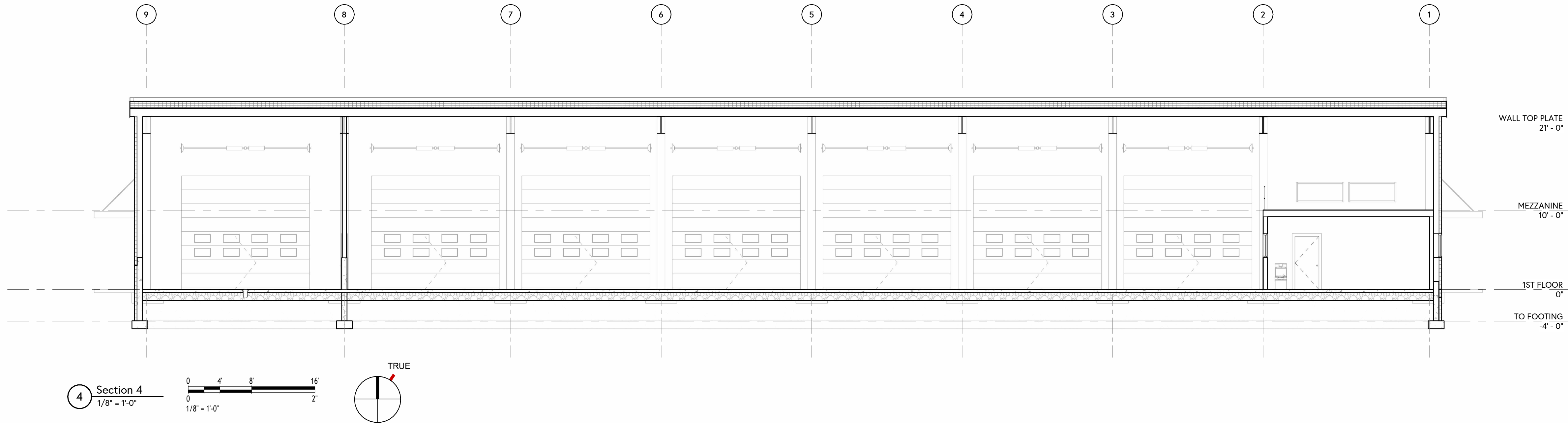
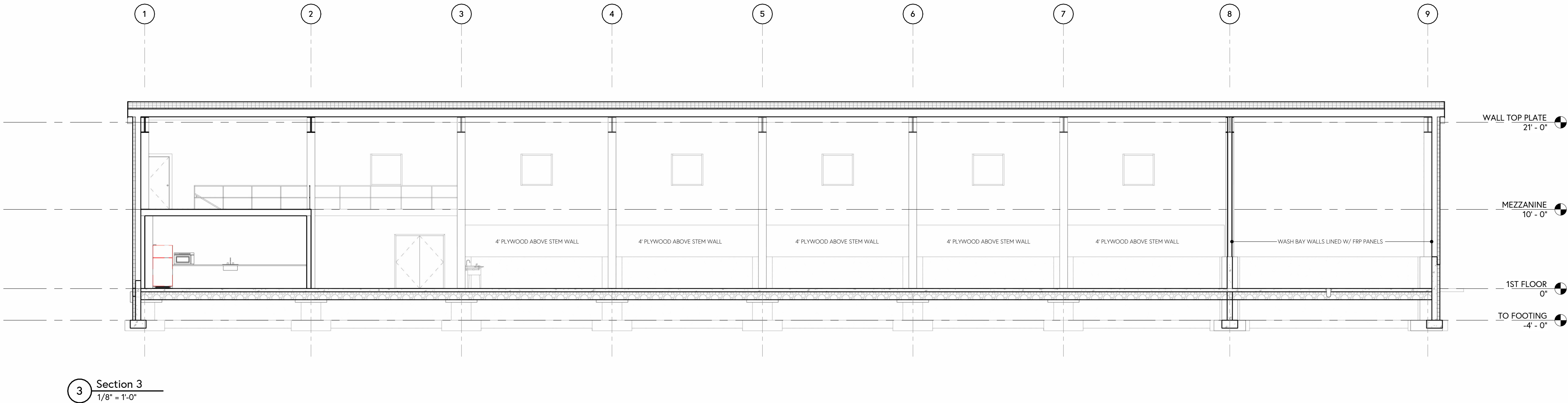
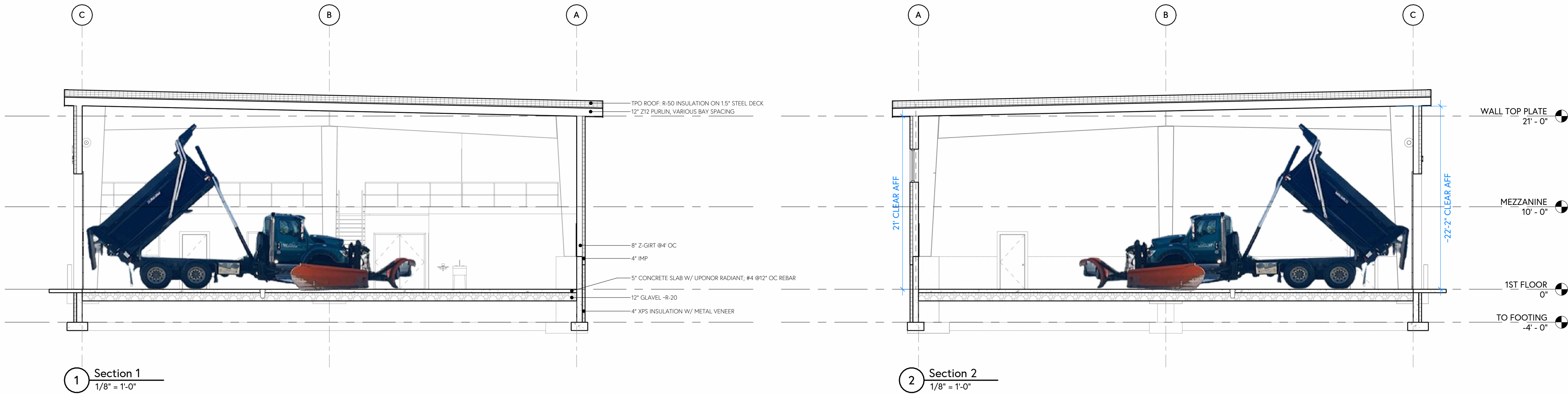
WAITSFIELD TOWN
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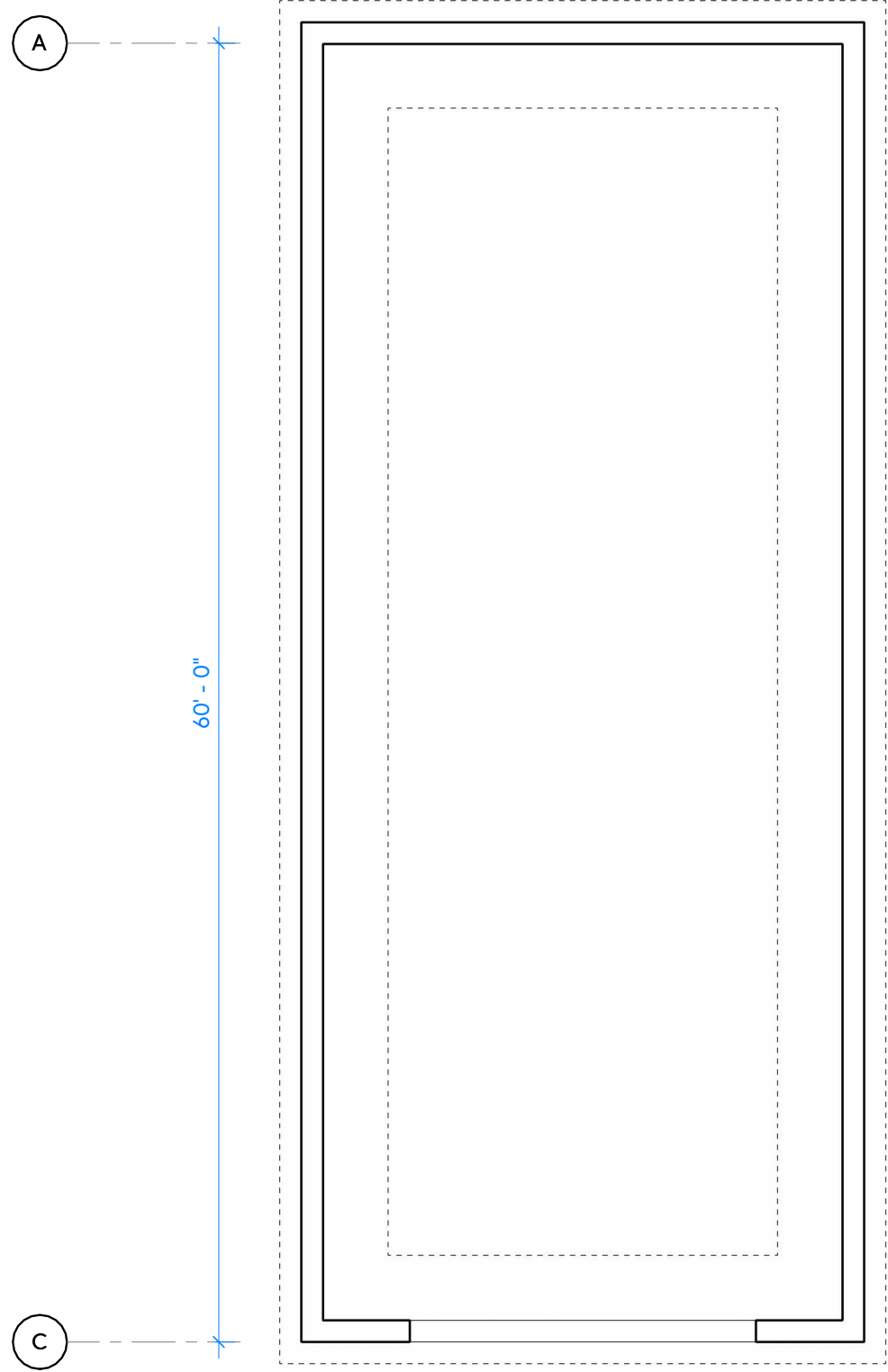
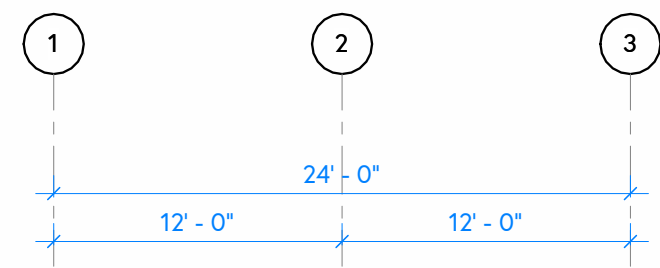
BUILDING SECTIONS
1-4

Waitsfield, VT

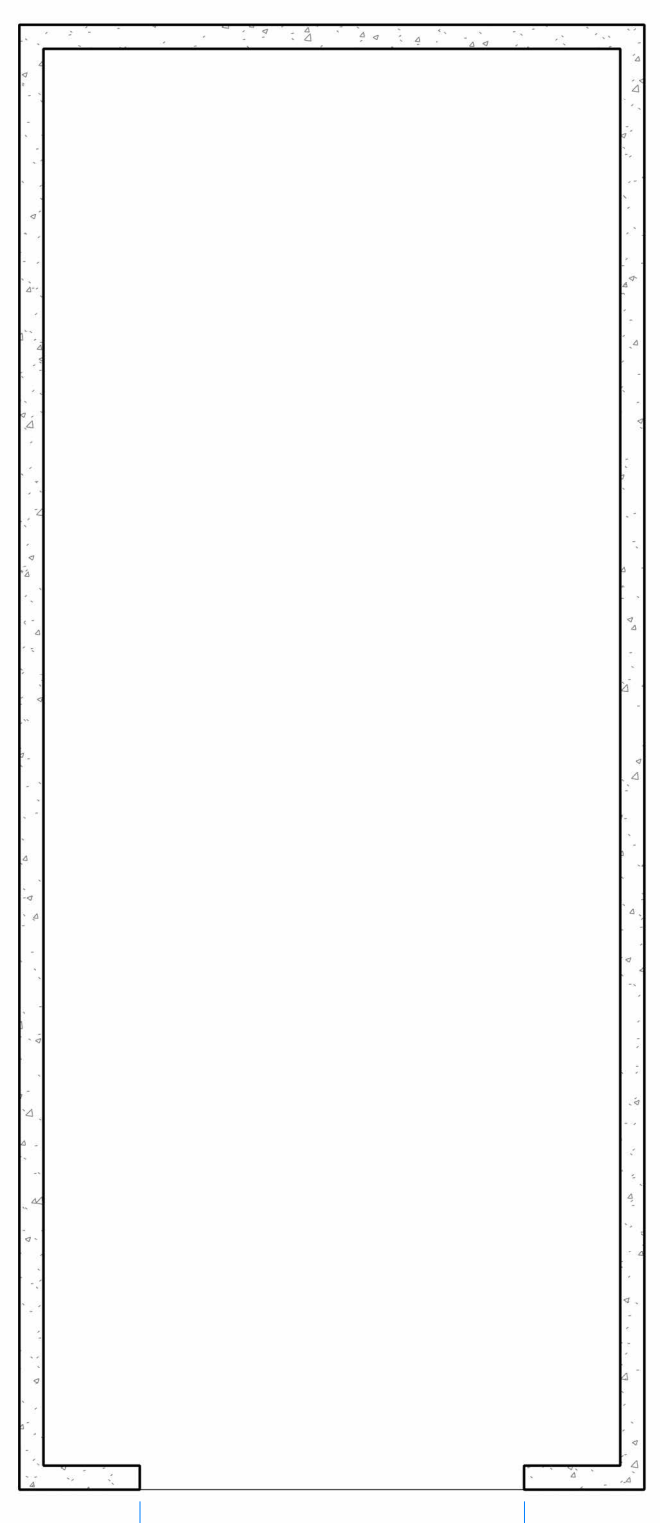
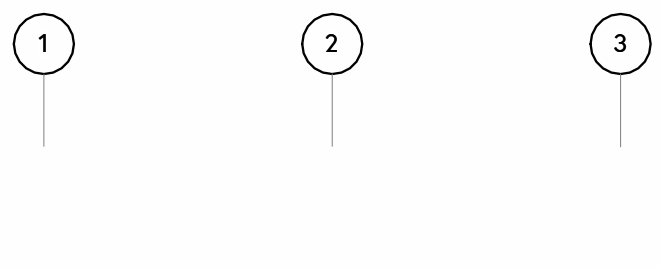
PROJECT NO.: MH2-005

A301

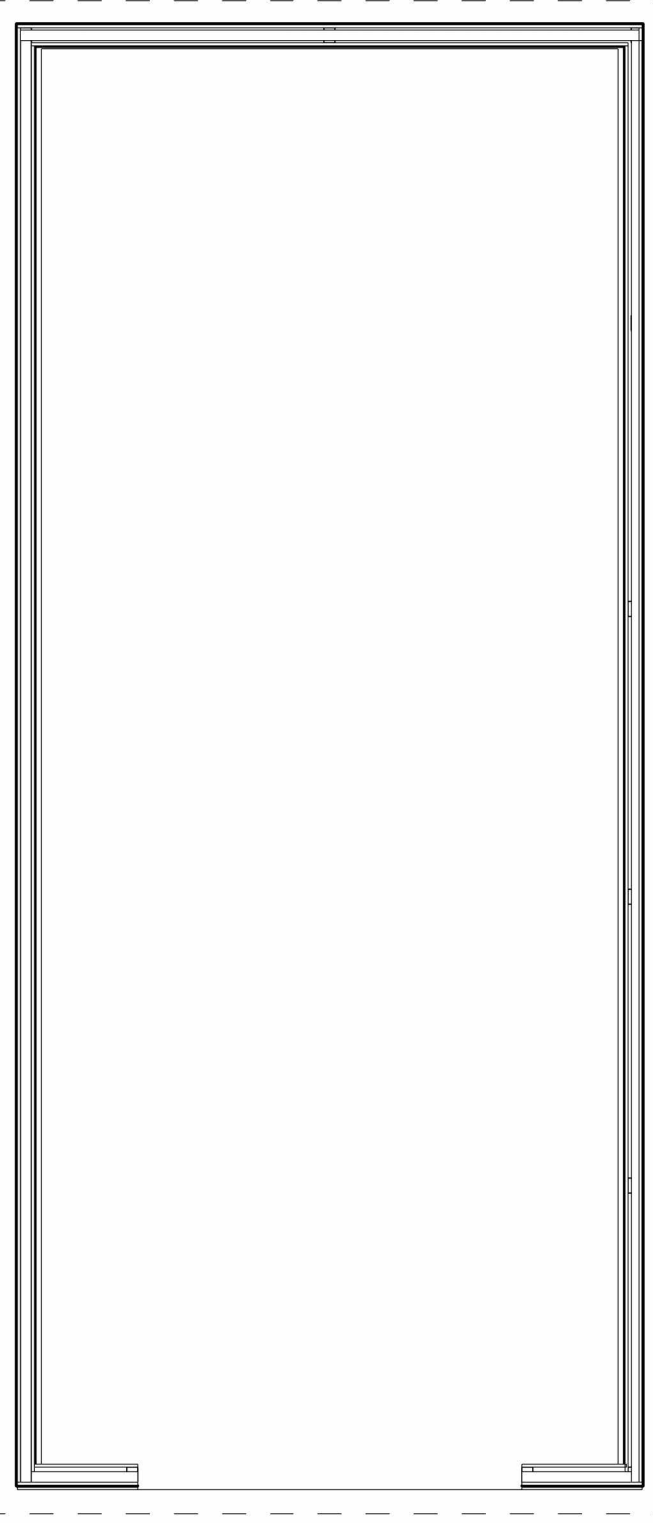
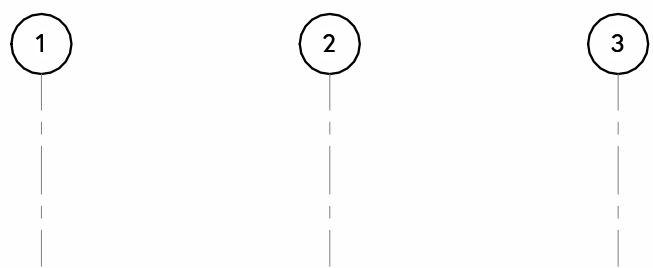




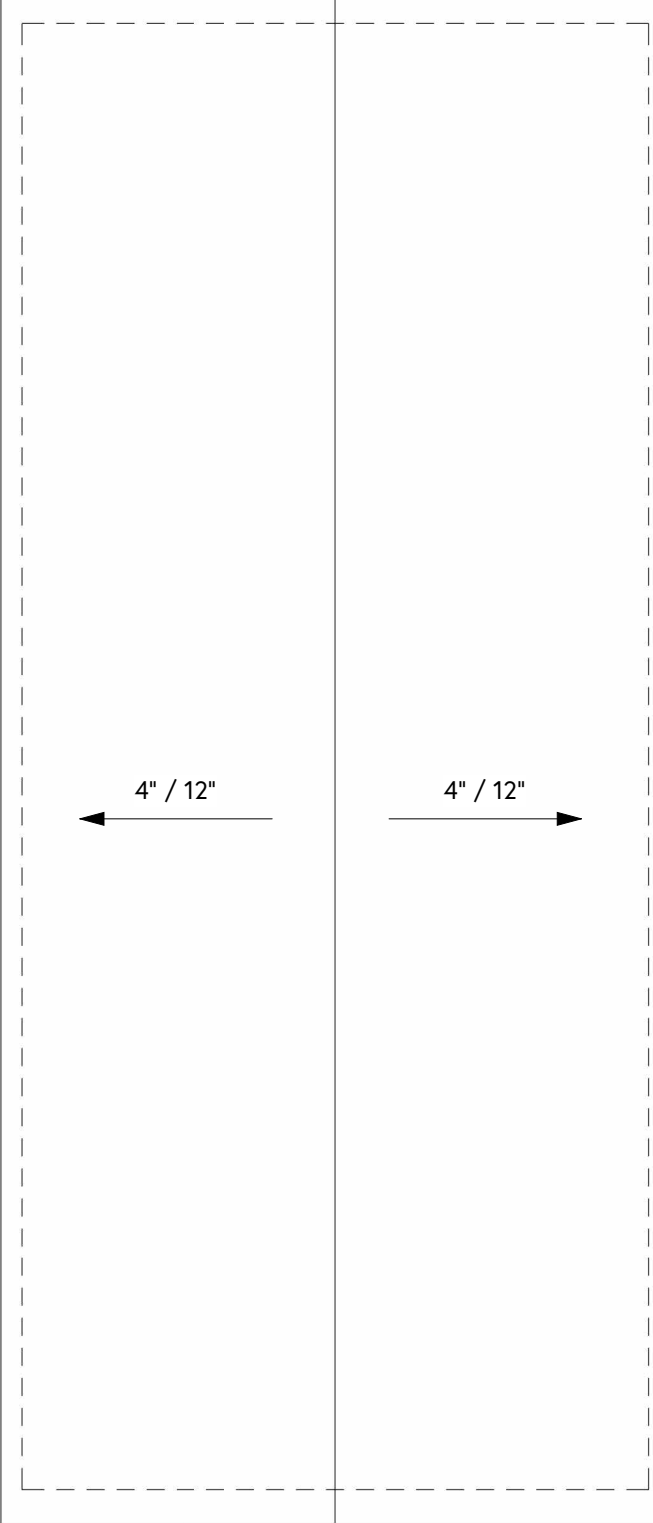
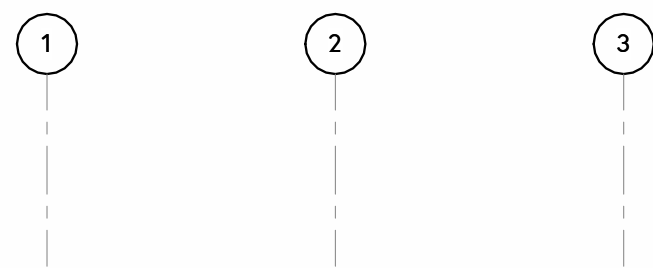
2 FOUNDATION PLAN
1/8" = 1'-0"



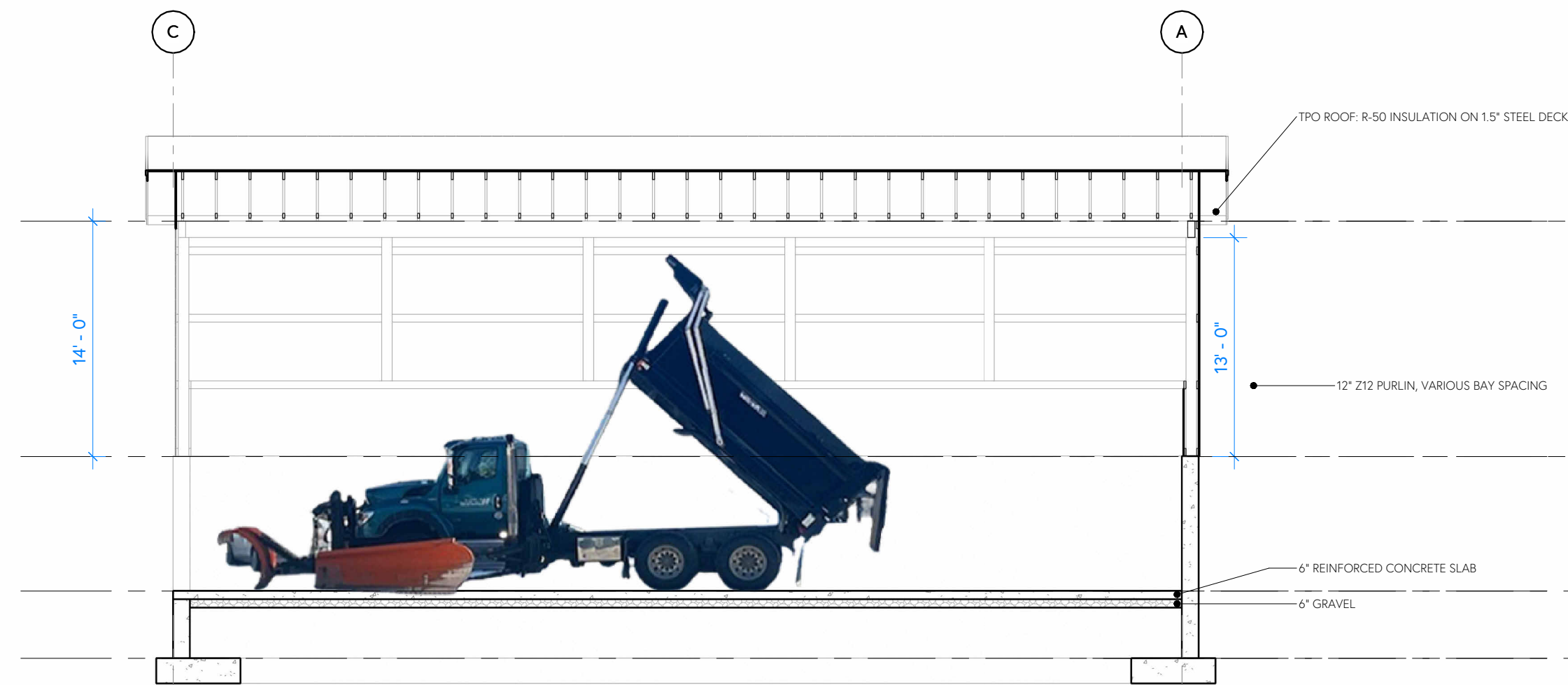
1 FIRST FLOOR PLAN
1/8" = 1'-0"



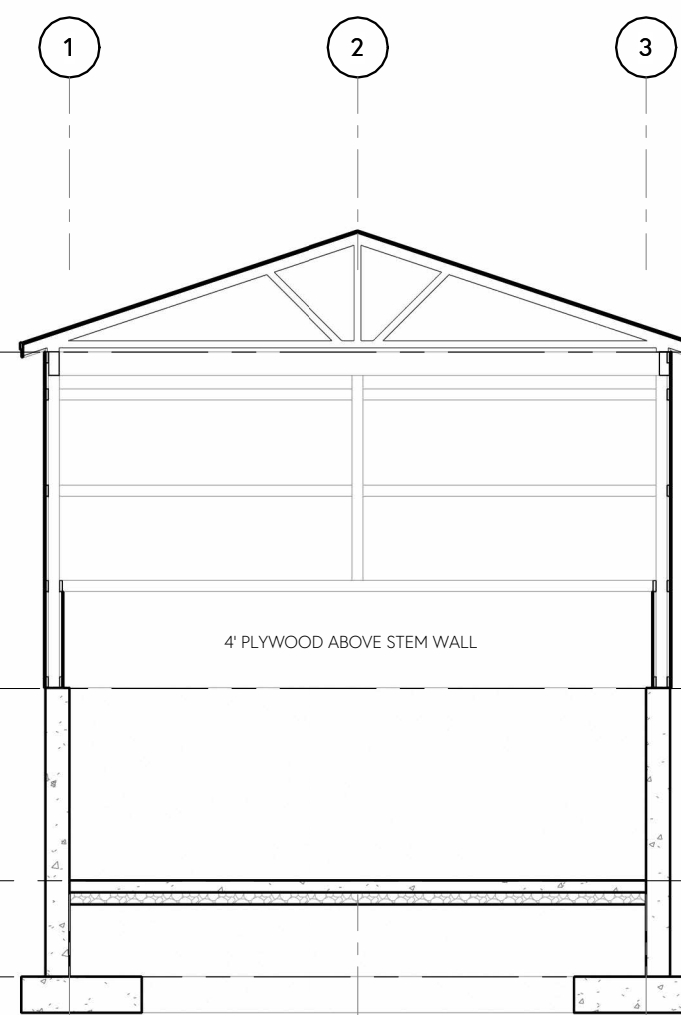
3 RETAINING WALL HEIGHT
1/8" = 1'-0"



4 TOP PLATE
1/8" = 1'-0"



5 Section 1
1/8" = 1'-0"



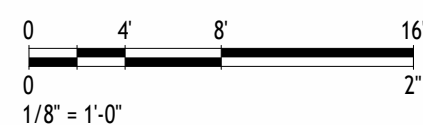
6 Section 2
1/8" = 1'-0"

TOP PLATE
22'-0"

RETAINING WALL HEIGHT
8'-0"

1ST FLOOR
0"

TO FOOTING
-4'-0"



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WTG - SALT SHED

PLANS / SECTIONS

Waitsfield, VT

PROJECT NO.: MH2-005

A111

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WTG - SALT SHED

EXTERIOR ELEVATIONS

Waitsfield, VT

PROJECT NO.: MH2-005

A201



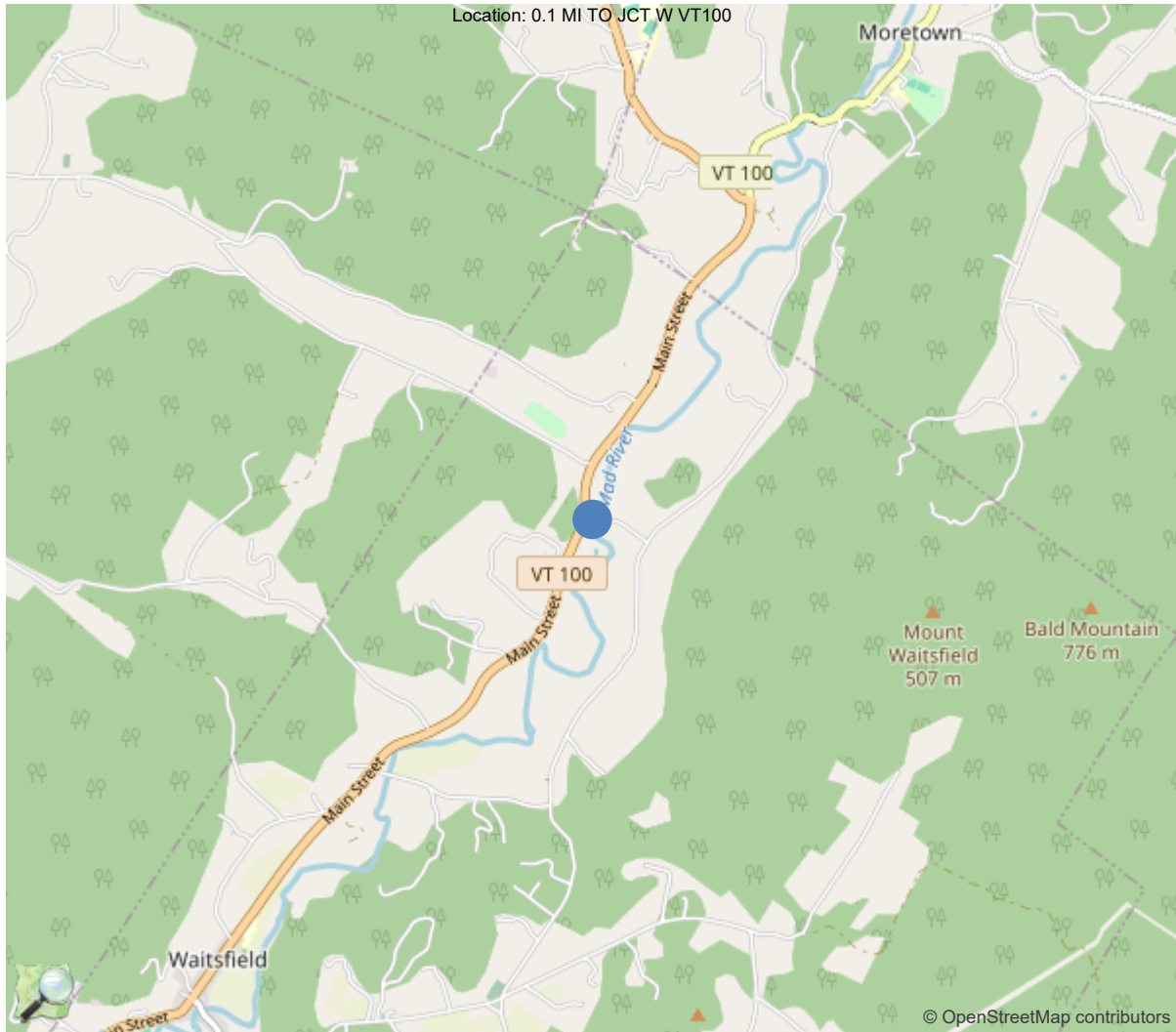


Town: 235 - WAITSFIELD

District 6, 23 - WASHINGTON County

Owner: L02 - Town or township highway agency

Maintenance Responsibility: L02 - Town or township highway agency



44.22023, -72.78909

SNBI Data

IDENTIFICATION	
B.ID.01 Bridge Number	101216002412161
B.ID.02 Bridge Name	
B.ID.03 Previous Bridge No.	0
B.W.01 Year Built	1955

LOCATION	
B.L.01 State Code	50 - Vermont
B.L.02 County Code	23 - WASHINGTON
B.L.03 Place Code	75325
B.L.04 Highway Agency District	6
B.L.05 Latitude	44.2202333333333
B.L.06 Longitude	-72.7890916666667
B.L.07 Border Bridge Number	
B.L.08 Border Bridge State or Country Code	
B.L.09 Border Bridge Insp. Resp.	
B.L.10 Border Bridge Designated Lead State	
B.L.11 Bridge Location	0.1 MI TO JCT W VT100
B.L.12 Metropolitan Planning Organization	

CLASSIFICATION	
B.CL.01 Owner	L02 - Town or township highway agen
B.CL.02 Maint. Responsibility	L02 - Town or township highway agen
B.CL.03 Federal or Tribal Land Access	N - Not Applicable
B.CL.04 Historic Significance	N - Bridge is not eligible for the
B.CL.05 Toll	N - Bridge does not carry a toll ro
B.CL.06 Emergency Evacuation Designation	N - Not an Emergency evacuation rou

ROADSIDE HARDWARE	
B.RH.01A Bridge Railing Type	
B.RH.01B Bridge Railing Year (YY)	
B.RH.01C Bridge Railing Test Level	
B.RH.02A Transition Type	
B.RH.02B Transition Year (YY)	
B.RH.02C Transition Test Level	

B.G.10 Bridge Median	0 - No median
B.G.11 Skew	3
B.G.12 Curved Bridge	N - Not curved
B.G.13 Max Bridge Height	17
B.G.14 Sidehill Bridge	N - Not a sidehill bridge
B.G.15 Irregular Deck Area	
B.G.16 Calculated Deck Area	1245.0

LOADS AND LOAD RATING	
B.LR.01 Design Load	U - Unknown
B.LR.02 Design Method	U - Unknown
B.LR.03 Load Rating Date	12/6/2024 11:00:00 AM
B.LR.04 Load Rating Method	LFR - Load Factor Rating
B.LR.05 Inventory Load Rating Factor	0.31
B.LR.06 Operating Load Rating Factor	0.53
B.LR.07 Controlling Legal Load Rating Factor	
B.LR.08 Routine Permit Loads	

INSPECTION REQUIREMENTS	
B.IR.01 NSTM Inspection Required	Y - NSTM inspection required.
B.IR.02 Fatigue Details	N - No E/E' details
B.IR.03 UW Inspection Required	N - Underwater inspection not requi
B.IR.04 Complex Feature	N - Bridge does not have complex fe

COMPONENT CONDITION RATINGS	
B.C.01 Deck Condition Rating	5 - FAIR - Some moderate defec
B.C.02 Superstructure Condition	4 - POOR - Widespread moderate
B.C.03 Substructure Condition	5 - FAIR - Some moderate defec
B.C.04 Culvert Condition Rating	N - NOT APPLICABLE - Component
B.C.05 Bridge Railing Condition	6 - SATISFACTORY - Widespread
B.C.06 Bridge Railing Transitions Condition	N - NOT APPLICABLE - Component
B.C.07 Bridge Bearings Cond.	6 - SATISFACTORY - Widespread
B.C.08 Bridge Joints Condition	N - NOT APPLICABLE - Bridge do
B.C.09 Channel Condition Rating	5 - FAIR - Moderate defects; b
B.C.10 Channel Protection Condition	6 - SATISFACTORY - Widespread
B.C.11 Scour Condition Rating	5 - Moderate scour; strength a
B.C.12 Bridge Condition Classification	P - Poor
B.C.13 Lowest Condition Rating	4 - POOR - Widespread moderate
B.C.14 NSTM Insp. Condition	4 - POOR - Widespread moderate
B.C.15 UW Inspection Condition	

BRIDGE GEOMETRY	
B.G.01 NBIS Bridge Length	70
B.G.02 Total Bridge Length	83
B.G.03 Max Span Length	78
B.G.04 Min Span Length	78
B.G.05 Bridge Width Out-to-Out	15
B.G.06 Bridge Width Curb-to-Curb	11.9
B.G.07 Left Curb or Sidewalk Width	0.3
B.G.08 Right Curb or Sidewalk Width	0.5
B.G.09 Approach Roadway Width	21

APPRAISAL	
B.AP.01 Approach Roadway Alignment	F - Fair
B.AP.02 Overtopping Likelihood	1 - Remote - once every 100 years o
B.AP.03 Scour Vulnerability	A - Scour appraisal completed. Brid
B.AP.04 Scour Plan of Action	0 - A scour POA is not required.
B.AP.05 Seismic Vulnerability	N - Bridge does not require seismic

HIGHWAY ROUTES					
Highway Parent	B.RT.01 Route Designation	B.RT.02 Route Number	B.RT.03 Route Direction	B.RT.04 Route Type	B.RT.05 Service Type

POSTING STATUS DATA	
B.PS.01 Load Posting Status	B.PS.02 Posting Status Change Date

LOAD EVALUATION AND POSTING			
B.EP.01 Legal Load Configuration	B.EP.02 Legal Load Rating Factor	B.EP.03 Posting Type	B.EP.04 Posting Value

LOAD RATING SECTION	
LR.06 Load Rating Notes/Summary	

Maintenance Needs

Date Reported: 07/15/2022

Priority: 4 - Maintenance Finding - Next Inspection Cycle

Status: Open

Type of Work: 23 - Superstructure - Beam repair

Component: Superstructure

Deficiency Description

Superstructure corrosion continues to progress with heavy rust scaling and pitting present along the lower portions of webs and flanges of rolled beams with as much as $\sim 3/16"$ pitting along the lower portions of the web along the interior face (where sediment build up is present). Corrosion is $\sim 6"$ in height scattered throughout along the lower portions of web. Heavy sediment build up is present along the interior lower flange and ends of the floor beams. Two (2) beam system has heavy swaying in the downstream direction with $\sim 3-3/4"$ of sway measuring off a straight line from end to end. Upstream beam has $\sim 3/4"$ of beam rotation with the top flange rotating downstream. Beams should be considered for replacement or have repairs completed.

Remarks



Pitting on Girder #2 Web at Floorbeam #3



Pitting on Girder #2 Web at Floorbeam #3

Maintenance Needs

Date Reported: 07/30/2024

Priority: 4 - Maintenance Finding - Next Inspection Cycle

Status: Open

Type of Work: 23 - Superstructure - Beam repair

Component: Superstructure

Deficiency Description

Floorbeams continue to corrode due to build up of debris /sediment along the lower flanges at the connections to the beams #1 and #2 and continuous leakage at fascias of deck. Beam #1 floorbeams #0, #7 and #9 have perforations in the ends near the girder connections with the remaining floorbeams having pitting and section loss present. Floorbeam #0 has ~6" long by ~1/2" high perforation, floorbeam #7 has ~2" long by ~1" high perforation and floorbeam #9 has ~9" long by ~2'-1/2" high perforation (heaviest corroded floorbeam end). Each floorbeam along beam #2 has perforations present in the ends near the girder connections (mainly along the lower portions of web). Floorbeam #0 and #2 has a ~1" round perforation. Floorbeam #1 has a ~6-1/2" long by ~1/2" in height perforation present. Floorbeam #3 has ~1-1/2" perforation in lower web and ~1/2" perforation in upper portion of web. Floorbeam #4 end has ~1/2" perforation. Floorbeam #5 has ~3" long by ~1" high perforation. Floorbeam #6 has ~2-1/2" long by ~1" high perforation. Floorbeam #7 has ~4" long by ~2" high perforation. Floorbeam #8 has ~2-1/2" long by ~1" high perforation. Floorbeam #9 has 2-1/2" long by ~4" high perforation. Areas surrounding the perforations and on the beam ends have heavy rust scaling and deep pitting with as much as ~1/16" to ~1/8" +/- (on both sides of web) of section loss present due to build up of sediment and continues leakage to structure below. Floorbeams need repairs or to be fully replaced in near future.

Remarks



Floorbeam #6 at Girder #2



Floorbeam #9 at Girder #1

Maintenance Needs

Date Reported: 07/30/2024

Priority: 4 - Maintenance Finding - Next Inspection Cycle

Status: Open

Type of Work: 55 - Substructure - Undermining repair

Component: Substructure

Deficiency Description

Abutment #1 has undermining for a length of ~12'-0" from the downstream corner which has caused settlement in the abutment. The material below the footing is a mixture of sand / silt. The undermining varies in depth and penetration with ~5" of height on the downstream corner dropping to ~13" in height at its maximum depth ~4'-0" from the downstream corner and varying throughout when it tapers back up to nothing ~12'-0" upstream. Undermining penetrates as much as ~2'-0" on the downstream corner and has a maximum penetration of ~2'-1" throughout the center of the undermining and tapers back to ~16" on the upstream end. Abutment #1 has settled with as much as ~3/8" of settlement over a 4'-0" level measured along the bridge seat with the downstream end being affected. Scouring and undermining along abutment #1 needs to be repaired to ensure adequate foundation support and prevent further loss of material below structure and further settlement on the downstream end.

Remarks



Abutment #1 Footing Undermining



Abutment #1 Footing Undermining Penetration

Maintenance Needs

Date Reported: 07/02/2026

Priority: 2 - Critical - 90 Days

Status: Open

Type of Work: 7 - Approach - Posting/Warning sign
repair/installation

Component:

Deficiency Description

The EV weight limit signs posting needs to be reduced to
8 TON SINGLE
13 TON TANDEM
18 TON GROSS

Remarks



Abutment 1 EV sign



Abutment 2 EV sign

Maintenance Needs

Date Reported: 07/02/2026

Priority: 4 - Maintenance Finding - Next
Inspection Cycle

Status: Open

Type of Work: 5 - Approach - Approach rail system
repair/replacement

Component:

Deficiency Description

Upstream and downstream side of abutment #2 has heavy bend and rail is pushed out.
Abutment 1 downstream has a 29" tear in the top of the rail between post 1 and 2.

Remarks



Abutment 2 approach rails



Abutment 1 downstream approach rail.

Deck

ELEMENTS	DESCRIPTION	UNITS	TOTAL	CS1	CS2	CS3	CS4
12	Reinforced Concrete Deck	SF	1079	479	350	250	0
1080	Delamination/Spall/Patched Area	SF	150	0	50	100	0
1120	Efflorescence/Rust Staining	SF	450	0	300	150	0
330	Metal Bridge Railing	LF	166	166	0	0	0
804	Concrete Fascia	LF	166	166	0	0	0

B.C.01 Deck Condition Rating (5 - FAIR - Some moderate defects; strength and performance of the component are not affected.)

Reinforced concrete deck is in fair condition nearing poor condition with cracking with efflorescence leakage scattered throughout. Deck underside has fairly large areas of saturation, Efflorescence with heavy rust staining present along the underside and a few smaller rust stains scattered around. Isolated areas of moderate spalling with exposed rebar. Heaviest areas of deterioration are localized below the wheel paths of the traffic. Top surface of deck has no wearing surface with areas of deep spalling / scaling that are up to 3" in depth with some of these areas having exposed the transverse steel reinforcing. Small unsound asphalt patches have been installed in multiple areas along the top surface spalling with heavy deterioration present.

B.C.05 Bridge Railing Condition Rating (6 - SATISFACTORY - Widespread minor or isolated moderate defects.)

Steel pipe rail that is welded together throughout is in okay condition. Steel pipe is welded to the top flange of the thru rolled beams are in okay condition. Steel pipe has surface pitting and corrosion scattered throughout. Upstream rail has been repaired between posts #5 through #10 since the 2024 inspection. 31" rail height.

B.C.08 Bridge Joints Condition Rating (N - NOT APPLICABLE - Bridge does not have deck joints.)

No joints are present at structure.

200 - Existing Wearing Surface Depth (0)

A21 - Deck Wearing Surface Condition

Bare concrete deck has multiple locations with spalling and scaling along the top surface with some as deep as 2". Asphalt patches are scattered across top surface to cover spalling and are in unsound condition with sections missing and are delaminating.

A24 - Deck Curb Condition (6 - SATISFACTORY - Widespread minor or isolated moderate defects.)

Concrete curbing is in okay condition having light scrapes and gouges along the roadway surface face. Curbing at end of structure over the abutment #2 end on the upstream side is missing exposing the steel reinforcing. Curbing at the abutment #1 end is broken / cracked through exposing the steel reinforcing and has been pushed back away from deck.

A38 - Deck Drain Condition (4 - POOR - Widespread moderate or isolated major defects; strength and/or performance of the component is affected.)

Nine (9) steel spout pipe drains are present both upstream and downstream of structure being in poor condition having heavy section loss along the lower sections. Drain #9 near abutment #2 on the upstream side is about to rust off at soffit of deck. Multiple other drains are starting to show signs of sections loss along the upper portions with perforations forming.

A39 - Deck Fascia Condition (6 - SATISFACTORY - Widespread minor or isolated moderate defects.)

Concrete fascia is in satisfactory condition having some small cracks and areas of wearing.

APPROACH

B.AP.01 Approach Roadway Alignment (F - Fair)

Roadway alignment has slight curve past abutment #1 and has sharp turns past the abutment #2 end.

B.C.06 Bridge Railing Transitions Condition Rating (N - NOT APPLICABLE - Component does not exist.)

No transition rail is present.

A13 - Approach Rail Condition (5 - FAIR - Some moderate defects; strength and performance of the component are not affected.)

Galvanized steel beam rail is in fair condition having a few small scrapes and dents along the face of rail. Upstream and downstream side of abutment #2 has heavy bend and rail is pushed out.

Abutment 1 downstream has a 29" tear in the top of the rail between post 1 and 2.

A16 - Approach Post Condition (5 - FAIR - Some moderate defects; strength and performance of the component are not affected.)

Galvanized steel posts with no offsets are in fair condition with every other post missing along the length of the rail. Posts are bent and twisted throughout.

A18 - Approach Erosion/Settlement (6 - SATISFACTORY - Widespread minor or isolated moderate defects.)

There is a moderate pot holes on the abutment 1 approach side.

Superstructure

ELEMENTS	DESCRIPTION	UNITS	TOTAL	CS1	CS2	CS3	CS4
107	Steel Open Girder/Beam	LF	166	0	106	60	0
1000	Corrosion	LF	166	0	106	60	0
515	Steel Protective Coating	SF	1341	891	0	100	350
3440	Effectiveness (Steel Protective Coatings)	LF	450	0	0	100	350
152	Steel Floor Beam	LF	135	18	75	29	13
1000	Corrosion	LF	117	0	75	29	13
515	Steel Protective Coating	SF	450	200	0	100	150
3440	Effectiveness (Steel Protective Coatings)	LF	250	0	0	100	150
311	Movable Bearing	EA	2	0	2	0	0
1000	Corrosion	EA	2	0	2	0	0
313	Fixed Bearing	EA	2	0	2	0	0
1000	Corrosion	EA	2	0	2	0	0

B.C.02 Superstructure Condition Rating (4 - POOR - Widespread moderate or isolated major defects; strength and/or performance of the component is affected.)

Two (2) painted steel rolled beams are in fair condition and nearing poor condition having areas of heavy rust scaling along the lower portions of webs and lower flanges along the interior flange / web due to large build up of sediment and debris present. The rust scaling along the lower portion of web extends up the web for as much as ~6" in height throughout the length of the structure along both girders. Girder #1 near floorbeam #0 has as much as ~3/16" pitting (section loss) below floorbeam #0 and below floorbeam #1 along the lower portion of web with varying depths of pitting throughout. Girder #2 has ~1/8" pitting near floorbeam #0 with ~15/16" interior thickness flange and ~3/16" pitting (section loss) along the lower portion of web at floorbeam #3. Girder #2 has as much as ~3/16" pitting (section loss) below floorbeam #3 with lower flange thickness of ~11/16". Light pitting is present along the top flange and upper portions of webs where surface corrosion is present. Significant sway in beams is present towards the downstream side with ~3-3/4" of downstream sway in both beams with measurement taken off straight line at midspan. Beam #1 (upstream beam) has ~3/4" twist with top flange rotating downstream and bottom flange kicking out upstream. Beam #2 is level with no twist present. Superstructure has protective layer failure along the lower portions where severe build up of sediment / debris is present along the inner lower flanges and lower sections of web with remaining protective layer having widespread peeling, flaking and bubbling causing the initial corrosion of the steel. Lower flanges and lower sections of the webs where sediment and debris build up is present have as much as ~3/16"+ of section loss with the heaviest near the ends of the superstructure over the abutments.

B.C.07 Bridge Bearings Condition Rating (6 - SATISFACTORY - Widespread minor or isolated moderate defects.)

Sliding steel bearings are present over both abutments with bearings having minor to moderate rust scaling and surface pitting present. Bearings have severe debris / sediment build and cannot be seen unless cleared off. Interior anchor bolt along the upstream side is severed and no longer in contact.

B.C.14 NSTM Inspection Condition (4 - POOR - Widespread moderate or isolated major defects; strength and/or performance of the component is affected.)

See floor beam and superstructure (2 beams - through beam system) notes for further details on NSTM details.

7/2/2026

See floor beam description and maintenance items.

A56 - Floor Beams Condition (4 - POOR - Widespread moderate or isolated major defects; strength and/or performance of the component is affected.)

Ten (10) (Floorbeams #0 through #9) painted steel rolled beam floor beams are in poor condition having multiple small perforations varying in size from ~1/2" up to ~9" with heavy rust scaling and deep pitting in surrounding areas mainly along the lower portions of webs at the connection areas with the girders.

Girder #1 floorbeams #0, #7 and #9 have perforations in the ends near the girder connections with the remaining floorbeams having pitting and section loss present. Floorbeam #0 has ~6" long by ~1/2" high perforation, floorbeam #7 has ~2" long by ~1" high perforation and floorbeam #9 has ~9" long by ~2'-1/2" high perforation (heaviest corroded floorbeam end).

Each floorbeam along girder #2 has perforations present in the ends near the girder connections (mainly along the lower portions of web). Floorbeam #0 and #2 has a ~1" round perforation. Floorbeam #1 has a ~6-1/2" long by ~1/2" in height perforation present. Floorbeam #3 has ~1-1/2" perforation in lower web and ~1/2" perforation in upper portion of web. Floorbeam #4 end has ~1/2" perforation. Floorbeam #5 has ~3" long by ~1" high perforation. Floorbeam #6 has ~2-1/2" long by ~1" high perforation. Floorbeam #7 has ~4" long by ~2" high perforation. Floorbeam #8 has ~2-1/2" long by ~1" high perforation. Floorbeam #9 has 2-1/2" long by ~4" high perforation.

Areas surrounding the perforations and on the beam ends have heavy rust scaling and deep pitting with as much as ~1/16" to ~1/8" +/- (on both sides of web) of section loss present due to build up of sediment and continues leakage to structure below.

Substructure

ELEMENTS	DESCRIPTION	UNITS	TOTAL	CS1	CS2	CS3	CS4
215	Reinforced Concrete Abutment	LF	22	14	8	0	0
1120	Efflorescence/Rust Staining	LF	4	0	4	0	0
1130	Cracking (RC and Other)	LF	4	0	4	0	0
218	Other Abutment	LF	19	14	5	0	0
1120	Efflorescence/Rust Staining	LF	5	0	5	0	0
800	Reinforced Concrete Wing/Retaining Wall	EA	2	2	0	0	0
805	Other Wing/Retaining Wall	EA	2	2	0	0	0
806	Reinforced Concrete Backwall	LF	22	22	0	0	0

B.C.03 Substructure Condition Rating (5 - FAIR - Some moderate defects; strength and performance of the component are not affected.)

Concrete faced laid up stone abutment #1 is in fair condition having previous rotation (that seems to have ceased with remarks made as early as 2000 after the 1996 repair to abutment) with the footing having undermining for a length of ~12'-0" from the downstream corner headed upstream and the abutment having settlement present. The undermining varies in depth and penetration with ~5" of height on the downstream corner dropping to ~13" in height at its maximum depth ~4'-0" from the downstream corner and varying throughout when it tapers back up to nothing ~12'-0" upstream. Undermining penetrates as much as ~2'-0" on the downstream corner and has a maximum penetration of ~2'-1" throughout the center of the undermining and tapers back to ~16" on the upstream end. Abutment #1 has settled with as much as ~3/8" of settlement over a 4'-0" level measured along the bridge seat with the downstream end being affected. The concrete surface has some light weathering and honeycombing scattered throughout. Minor cracks downstream end.

Laid up stone with concrete bridge seat abutment #2 is in satisfactory condition having some minor cracking and wearing along the downstream portion of stem and concrete bridge seat. Upstream portion of abutment stem is laid up stone with a few stones have shear cracks. A few small stones are used for chinking. Abutments is set and poured on top of ledge.

A71 - Abutment End Walls Condition (6 - SATISFACTORY - Widespread minor or isolated moderate defects.)

Reinforced concrete backwalls are in satisfactory condition having some light honeycombing and saturation present.

A77 - Retaining/Wingwall Condition (6 - SATISFACTORY - Widespread minor or isolated moderate defects.)

Concrete wingwalls along the abutment #1 side only are in fairly good condition having some light wearing with a few light cracks. Abutment #2 side has laid up stones that are in okay condition having some fairly large voids between stones.

A78 - Abutment Footings Condition (6 - SATISFACTORY - Widespread minor or isolated moderate defects.)

Abutment #1 footing is exposed for ~2/3 on the downstream side with scouring and undermining along the front side. Undermining penetrates as deep as ~2'-6" and varies in height of up to ~4'-6" in locations. Footing has light surface wearing present.

7/2/2026

The undermining needs repair.

CHANNEL

B.C.09 Channel Condition Rating (5 - FAIR - Moderate defects; bridge and approach roadway are not threatened.)

Mad River flows straight through structure flowing over gravel, small stone and ledge outcroppings. Minor to moderate undermining along the downstream portion of abutment #1 with varying in depth and penetration. Undermining has ~5" of height on the downstream corner dropping to ~13" in height at its maximum depth ~4'-0" from the downstream corner and varying throughout when it tapers back up to nothing ~12'-0" upstream. Undermining penetrates as much as ~2'-0" on the downstream corner and has a maximum penetration of ~2'-1" throughout the center of the undermining and tapers back to ~16" on the upstream end. Small build up of stones are across channel on upstream side of structure due to lower water level. Channel banks are lined with riprap and vegetation and tree growth.

B.C.10 Channel Protection Condition Rating (6 - SATISFACTORY - Widespread minor or isolated moderate defects.)

Abutment #2 is set / poured on ledge and sits out of channel. Abutment #1 has very little protection with some small stone riprap and silt on the upstream side. Downstream side of abutment #1 has scouring / undermining present with no protection present (silt and sand material below abutment).

B.C.11 Scour Condition Rating (5 - Moderate scour; strength and stability of the bridge are not affected.)

Abutment #1 has minor to moderate scouring along the front face of footing. The undermining varies in depth and penetration with ~5" of height on the downstream corner dropping to ~13" in height at its maximum depth ~4'-0" from the downstream corner and varying throughout when it tapers back up to nothing ~12'-0" upstream. Undermining penetrates as much as ~2'-0" on the downstream corner and has a maximum penetration of ~2'-1" throughout the center of the undermining and tapers back to ~16" on the upstream end.

GENERAL OBSERVATION

Superstructure corrosion continues to progress with perforations and section loss progressing at the ends of each floor beam on both the upstream and downstream sides. Superstructure is now rated in poor condition. The lower portions along the webs of each floorbeam in connection to girder #2 (downstream side) have perforations present along with floorbeams #0, #7 and #9 at the ends of the floorbeam in connection to girder #1 (upstream side). The largest perforation in the web along the steel floorbeams is at beam #9 that continues to corrode and is ~9" in length and ~2-1/2" in height along the upstream side with overall size of deteriorated area measuring ~12" in length. Section loss along the lower flanges and floorbeams is ~1/16" to ~1/8" +/- along all surfaces at the ends of the floorbeams (flanges and webs). Both rolled beams (2 beam system) have ~3-3/4" sway in beams towards the downstream direction and should be braced to prevent further rotation. Upstream beam has ~3/4" of downstream rotation /twist is present with the upper flange rotating downstream and bottom flange being upstream at midspan. Superstructure needs to have repairs completed or be fully replaced in near future. Undermining along abutment #1 should be filled in to prevent further undermining (see abutment footing for further details). Superstructure has as much as ~3/16" in pitting along the lower portions of web along the interior face with corrosion varying throughout the length of the structure. New load posting signs have been installed at both approach for 8 tons since the 2024 inspection.

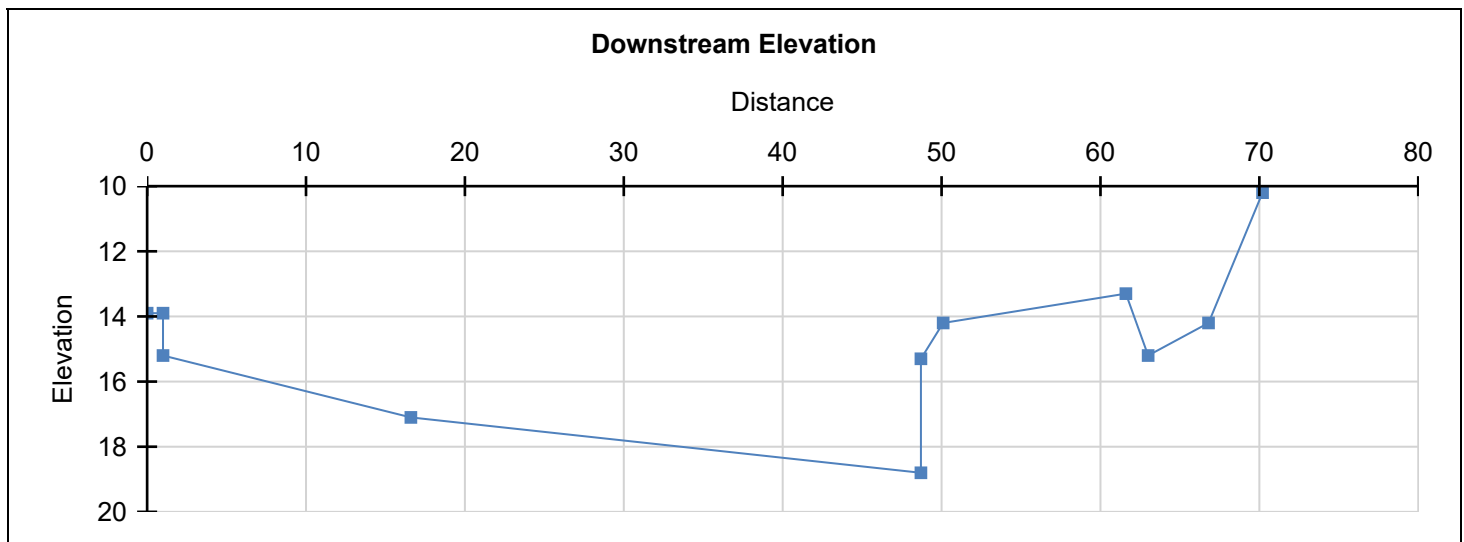
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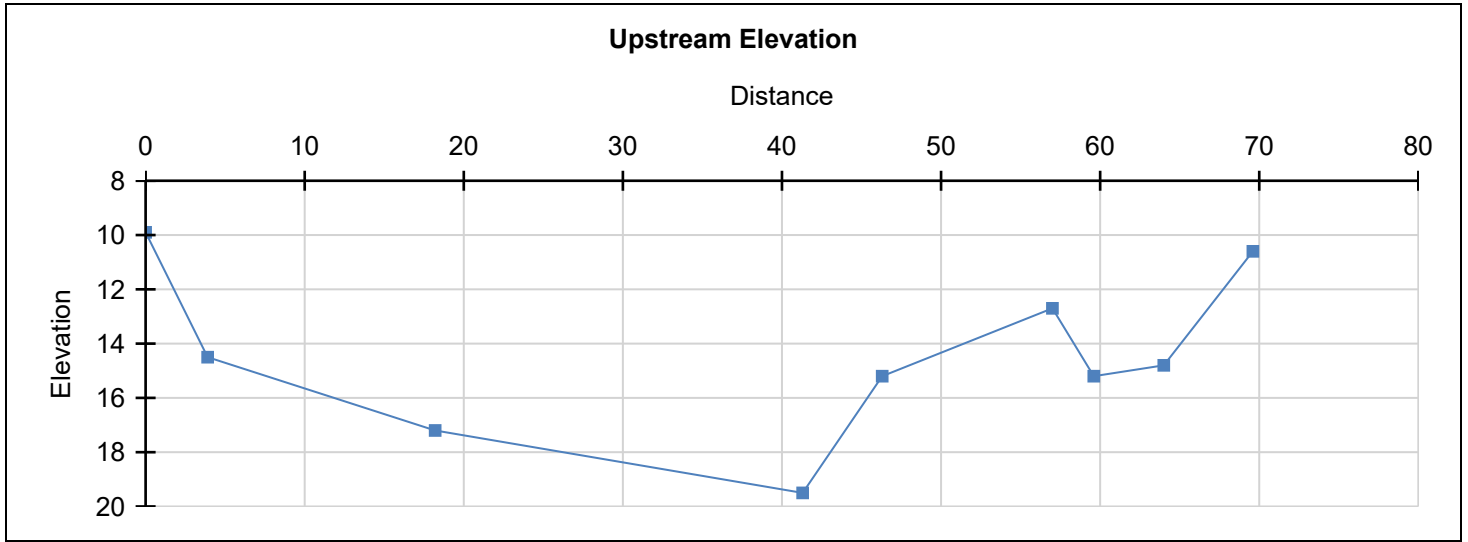
The undermining needs repair and the floor beams need repair or replacement along with the girders. The EV weight limit signs need to be changed, see maintenance items.

Channel Profile

Waterway Flow: Left to Right (With Stationing)	Top of Water:
Origin: Bottom of Beams (Abutment #1 Stem)	Bottom of Beam:

Station	Distance	Downstream	Upstream
Abutment #1	0	13.9	9.9
Top of Footing	1	13.9	
Bottom of Footing	1	15.2	
Channel Edge	3.9		14.5
Channel Low	16.6	17.1	
Channel Low	18.2		17.2
Channel Low	41.3		19.5
Channel Edge	46.3		15.2
Channel Low	48.7	18.8	
Channel Edge	48.7	15.3	
Top of Ledge	50.1	14.2	
Top of Ledge	57		12.7
Bottom of Ledge	59.6		15.2
Top of Ledge	61.6	13.3	
Bottom of Ledge	63	15.2	
Bottom of Ledge	64		14.8
Bottom of Ledge	66.8	14.2	
Abutment #2	69.6		10.6
Abutment #2 Downstream	70.2	10.2	







Floor beams from abutment 2



Floor beam ends at girder 1 from abutment 2



Floor beam ends at girder 2 from abutment 2



Floor beam 9 girder 1



Floor beam 9 girder 2



Soffit, superstructure and drains



Undermining under abutment 1



Abutment 2



Floor beams at girder 1 from abutment 1



Floor beams at girder 2 from abutment 1



Wing wall 4



Floor beam 1 at girder 2



Floor beam 0 at girder 2



Floor beam 0 girder 1



Elevation upstream



Abutment 1



Deck and superstructure from abutment 2



Abutment 2



Elevation downstream



Approach rail and rail upstream abutment 1



Approach rail and rail downstream abutment 1



Approach abutment 1



Downstream channel



Upstream channel



Curb upstream abutment 2



Wearing surface



Approach rail and rail upstream abutment 2



Approach rail and rail downstream abutment 2



Approach abutment 2



HEALTHY LAND. CLEAN WATER. VIBRANT COMMUNITY.

31 August 2026

Dear Town of Waitsfield,

This letter is an invitation to partner in environmental stewardship. Friends of the Mad River (FMR) is seeking permission to respectfully gather propagules (seeds, cuttings, divisions) from native plants growing on Town of Waitsfield property. These propagules will be grown in FMR's native plant nursery in Waitsfield, to be used for habitat restoration projects primarily in the Mad River Watershed.

Collecting from local, genetically diverse populations enhances ecological restoration success as these plants are better adapted to local climatic and other environmental conditions. Propagules will be collected by hand by 1-2 FMR staff and occasional small groups of 5-6 volunteers if the site is large enough. Manual methods of seed collection allow for minimal disturbance, with no noticeable impact to plants. Plant surveys will be conducted each Spring to create a target species list for the season, and then collection will happen each Summer and Fall. Collections will follow best practices to sustain wild populations, preserve regional genetics, and obtain genetic variability within populations. FMR will not collect more than 5% of a plant population to ensure enough seed remains for wildlife, and will not collect any rare or endangered species.

Propagule collection on town property will also allow FMR the opportunity to make observations about the health of the forest and river ecosystems, and to create a geospatial map of native plant locations on town land. This information would be made available for reference and use by the town.

FMR staff and volunteers are also self-insured, so the Town of Waitsfield would be void of any responsibility for all and any personal injury, claims, or losses that may occur while onsite.

If you consent to this request, please sign below.



Requestor Signature

Date: 8/31/2026

Landowner Signature

Date:



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
- Install Truck pull off using town supplied gravel and ditch Install boulders to protect new hydrant. \$2,890

Scope of Work – Dry Hydrant Installation

Kingsbury Companies will furnish labor, equipment, and materials necessary to install a new dry hydrant and associated piping as outlined below.

Scope of Work

- Mobilize personnel, equipment, and materials to the project site.
- Excavate for the dry hydrant and associated piping.
- Install the dry hydrant approximately **6 feet below existing grade**, including installation of a **weep hole at the 90° fitting** buried in stone to allow for proper drainage of the hydrant.
- Connect the new hydrant piping to the **existing 8" valve** with mechanical joints
- Reduce from the existing 8" connection and install **6" sch. 40 piping with solvent weld joints** from the existing valve to the new dry hydrant location.
- Install the required **90° fitting** at the dry hydrant and provide a **concrete thrust block** at the 90° to secure the fitting and resist pipe movement.
- Backfill the excavation with suitable excavated material and compact using the excavator.
- Track-pack the disturbed area to provide a stable finished surface and mound in the center of trench 6" to absorb any settling that may occur.
- Harley rake disturbed areas as necessary to prepare the surface for final restoration.
- Furnish and install seed and mulch over all disturbed areas associated with the work.
- Leave the work area clean and reasonably restored upon completion.



KINGSBURY

INTEGRITY • ADAPTABILITY • EFFICIENCY

Final Restoration

All areas disturbed by the installation will be graded, track-packed, harley raked, seeded, and mulched to provide a finished, stabilized surface.

General Notes

Work will be performed using standard excavation and installation practices. Existing utilities and site conditions encountered during construction may require adjustments to the installation method or alignment.

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: \$ 19,835



KINGSBURY

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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

Selectboard

4144 Main Street, Waitsfield, VT 05673 | (802) 496-2218

8.24.2026

Sent via Certified Mail, Return Receipt Requested, and electronic mail

Keith Morris

Address:

PO Box 426

Jeffersonville, VT 05464

Re: Decision of the Waitsfield Selectboard regarding the dog “Shadow” and the incident of August 8, 2026

Dear Mr. Morris:

This letter states the decision of the Waitsfield Selectboard following its hearing on 8.24.2026 concerning the conduct of your dog, an Alaskan Husky known as “Shadow,” on August 8, 2026. The Town acts under 24 V.S.A. §§ 2291(14) and (15) and 24 V.S.A. Chapter 59, and under the Town of Waitsfield Ordinance Regulating Domestic Animals, adopted March 30, 2026, and effective May 29, 2026 (the “Ordinance”). Because this decision is a public record, please be aware that it will be released as an open letter.

Findings. Based on the evidence presented, including the report of Animal Control Officer Fred Messer, the Selectboard finds:

1. On August 8, 2026, Shadow was off your premises and was neither on a leash nor under direct physical control, and was therefore Running-At-Large within the meaning of Section 3(J). This constitutes Nuisance Two (Running-At-Large) under Section 4(B).
2. While Running-At-Large, Shadow entered an enclosure and attacked goats belonging to Mary Beth Herbert, killing three. Injuring another person’s Domestic Animal constitutes Nuisance Four (Damage To, or Interference With, The Property of Another) under Section 4(D).
3. Because Shadow attacked and injured other domestic animals, the Selectboard deems Shadow a public safety risk under Section 6(F).



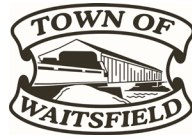
TOWN OF WAITSFIELD

Decision. The Selectboard orders:

1. **Civil penalties.** The Selectboard treats the events of August 8, 2026 as a single incident that gives rise to two first-offense violations of the Ordinance, each carrying a civil penalty: Running-At-Large under Section 7(B) and Damage To, or Interference With, the Property of Another under Section 7(D). You may resolve both violations by paying the waiver-fee amount of \$10 for each violation, a total of \$20, to the Town Office at 4144 Main Street, Waitsfield, VT 05673 within ten (10) calendar days of your receipt of this letter. If full payment is not received within that period, any person the Town has authorized to issue municipal complaints, including but not limited to the Sheriff's Department, the Town Constable, or Town staff so designated by the Selectboard, will issue a municipal complaint for each violation to the Vermont Judicial Bureau under 24 V.S.A. §§ 1974a and 1977 et seq.
2. Shadow is prohibited from entering the Town of Waitsfield on a permanent basis. Any further violation will subject Shadow to impoundment, and a third violation within a twelve-month period will subject Shadow to forfeiture under Section 7(I).
3. **Proof of rabies vaccination.** Within ten (10) calendar days of your receipt of this letter, you shall provide the Town with a copy of Shadow's current rabies vaccination certificate, as required by Section 6(C) of the Domestic Animal Control Ordinance. The certificate may be hand delivered to the Town Office at 4144 Main St., Waitsfield, VT 05673 during business hours, mailed to that same address, or emailed to york.haverkamp@waitsfieldvt.gov. Failure to provide proof of current rabies vaccination is itself a violation of the Ordinance and may result in further enforcement action.

Appeal.

1. **The civil penalties (fines).** If you pay the \$20 total stated above to the Town within ten (10) days of your receipt of this letter, that resolves the civil-penalty portion of this decision, and no municipal complaint will be filed. If you do not pay within that period, a municipal complaint for each violation will be issued to the Vermont Judicial Bureau, where each is a civil ordinance violation heard under 24 V.S.A. §§ 1974a, 1977 et seq., and 1979. You may respond to each complaint by the deadline printed on it, either by paying the waiver fee or by denying the violation and requesting a hearing. If a hearing officer rules against you, you may appeal that decision to the Vermont Superior Court, Criminal Division, within 30 days of the decision, under 4 V.S.A. § 1107(a). That appeal is heard on the record or, at your option, anew, and filing it stays payment of the penalty.



TOWN OF WAITSFIELD

2. **The Selectboard's determination.** If you wish to challenge the Selectboard's determination that Shadow is a public safety risk, and the conditions imposed by this decision, that determination is reviewed by the Vermont Superior Court, Civil Division, on a complaint filed under Rule 75 of the Vermont Rules of Civil Procedure. Under Rule 75(c), the complaint must be filed within 30 days after notice of the Selectboard's action.

Link to the Waitsfield Domestic Animal Control Ordinance:

<https://bit.ly/4gT0buz>

On behalf of the Waitsfield Selectboard,

Brian Shupe, Chair

Larissa Ursprung, Vice Chair

Fred Messer

Chach Curtis

David Babbott-Klein

cc: Mary Beth Herbert; Deidra Darr; Fred Messer, Animal Control Officer; Constable Jeff Campbell; Town of Jeffersonville, Town of Cambridge, and Town of Johnson Vermont and Town file

TOWN OF WAITSFIELD, VERMONT

Selectboard Meeting Minutes

Monday, August 24, 2026

Draft

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

Staff Present: York Haverkamp, Town Administrator

Others Present: Emily Beliveau, Anna Church, Dierdre Darr, Mary Beth Herbert, MRVTV, Keith Morris, Robin Morris (Water Commission), Gail O'Keefe, Jimmy Senterfitt, Eve Silverman, Jonathan Ursprung

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 Hearing

Mr. Shupe explained that the hearing was an opportunity to continue the discussion regarding the recent goat attack incident, in order for the Board to determine what appropriate actions are to be taken.

Mr. Messer, as the Town's Health Officer, had provided a written report for the Board earlier in the day, which he summarized. The report outlines the events leading to the death of three goats of the knotweed-control herd owned by MaryBeth Herbert, and concludes that Dierdre Darr, the caretaker of the dog at the time of the incident, had acted responsibly and not violated the Town's leash law. The report also finds that the dog, Shadow, is a vicious dog, and that Keith Morris is the dog's owner. Mr. Messer also recommended that the Town initiate the process necessary to enable a civil ticket writing system and collection of associated fines.

Ms. Darr outlined the steps she took in an effort to handle the situation when Shadow jumped out of the vehicle in which he was leashed (and had chewed through the lead), and her responsiveness in attempting to retrieve him and call for assistance in doing so. Mr. Morris indicated that he would be seeking a way to compensate Ms. Hebert for the deceased goats, noting that he understands the loss of livestock. He also outlined that he had on several occasions needed to retrieve Shadow, generally in Burlington, and that he had never seen Shadow exhibit aggression toward people or other dogs. He acknowledged that Huskies have a prey drive, and that Shadow needs to be restrained when near chickens and rabbits.

Anna Church presented information gathered from public records requests, and summarized that there have been some dog-at-large incidents reported in Burlington and associated tickets issued, dating back to 2022. Ms. Church also reported on similar incidents in Jeffersonville, as well as a situation in Jeffersonville where Shadow killed a penned in goat.

Ms. Hebert expressed a preference to an outcome that contains Shadow but that does not call for his euthanization, emphasizing that in this type of situation the risk lies with the owner/handler, not with the animal.

Mr. Shupe noted that the Board needs to address Shadow's actions in Waitsfield, rather than the dog's actions in general.

Additional questions were raised by Board members, some of which were answered by the parties present. Mr. Shupe explained that the Board and Mr. Messer were working to understand what jurisdiction is possible, and explained that after conferring in Executive Session later in the meeting, the Board would issue a written finding, including any action to be taken.

Mr. Morris indicted that he had no objection to Shadow's being banned from Waitsfield.

2. Green Mountain Valley School (GMVS) Fall Orientation Event

It was outlined that this orientation event began last year, and is currently an annual event where GMVS students, in groups of 11 or less, travel through the area on foot and bicycle. Board members requested that Mr. Haverkamp advise Sam Jackson of GMVS to inform the Sheriff's Department, GMVS, and any other pertinent parties of the event, as well as to notify the Valley Reporter through a press release.

3. Planning Commission Appointment

Jimmy Senterfitt introduced himself, provided some background information, and spoke of his interest in serving on the Planning Commission.

MOTION: *Ms. Ursprung moved to appoint Jimmy Senterfitt to the Planning Commission for the remainder of a four-year term ending in March 2030. The motion was seconded by Mr. Messer, and passed unanimously.*

4. Community Wastewater Ordinance

Mr. Shupe reported that an initial legal review of the draft Ordinance had been completed, and that after some further editing there will be opportunities for public presentations scheduled. The Water Commission will become the Water and Wastewater Commission when the Ordinance is adopted, and Mr. Morris explained that changes will be made to the Water Ordinance as well, in order to ensure that the two documents are compatible. Some details regarding allocations, capacity, and other aspects were discussed; Mr. Morris noted that he will be completing some further edits to the draft.

It was agreed to place additional review time on upcoming Selectboard agendas as opportunities for informal public presentation in advance of scheduling the formal public hearing for the Ordinance. The Board will spend time on October 12 (overview) and October 26 (Article 3 details) discussing the Ordinance. In the meantime, the subcommittee (Mr. Morris, Mr. Shupe, and Mr. Curtis) will continue to work on preparing further draft revisions.

5. Downstreet/Verdmont Update

Jennifer Petersen had received an email from a Verdmont resident, stating that some of the Downstreet efforts were backsliding. Mr. Messer reported that he had spoken with Jenny Hislop of Downstreet, and had informed her that there are at least three bears roaming the area, that

garbage had been left on porches, the roll-off dumpster was full, and that there were still dog feces on the site. Ms. Hislop had provided a written report, and Mr. Messer noted that the following work was being undertaken:

- An engineering study of the replacement leach field has begun
- The contractor has been requested to replace the full dumpster
- The large mound of dirt, stumps, etc. is being removed
- Quotes for fencing around the dumpster are being received
- The water pressure issue is being assessed
- A BBQ for residents has been scheduled for September 3
- Flyers have been left on doors regarding dog waste and trash issues

Both Mr. Messer and Mr. Shupe had driven through the park recently, and noted that there have been improvements made, but that work is still needed.

Mr. Morris reported that all the water meters are operational, but that no work on meter pits had yet taken place. Mr. Shupe pointed out that communication with Nate Fredericks is critical when any meter pit work is taking place. Mr. Morris noted that water testing indicated that the pressure is suitable at 70 psi, and that *e. coli* testing results were good.

Mr. Messer will follow up with the resident who sent the email, as well as with Downstreet.

6. Tier 1B Act 250 Status

Jonathan Ursprung explained that Tier 1B status shifts development review responsibility to the Town, as it exempts from Act 250 review any development of up to 50 residential units in the Tier 1B designated area.

Mr. Shupe pointed out some anomalies in the associated mapping, indicating some areas designated on the proposed Tier 1B mapping that are not suitable for this level of development, particularly noting the area north of the Waitsfield Telecom property. Mr. Ursprung explained the coordination of the Regional Planning Commission's proposed Future Land Use map and the Tier designations, indicating that it is likely that the Board is able designate which of the pertinent FLU areas are to be considered Tier 1B by the Town.

MOTION: *Mr. Babbott-Klein moved to amend the draft Resolution for Tier 1B status to have the final clause read as: "Now, therefore be it resolved that The municipality hereby requests to have the Irasville Village District, the Waitsfield Village Business District, and the Waitsfield Village Residential District, as designated in the Waitsfield Zoning Bylaws, mapped for Tier 1B status," to approve the amended Resolution, and to authorize the Board Chair to sign the Resolution. The motion was seconded by Ms. Ursprung, and passed unanimously.*

7. Meadow Road Bridge

No responses to the published RFP for initial design work on the bridge had been received; Tyler Billingsley had provided a contract for consideration for his completing both the design work and the construction-related engineering in his role as Town Engineer. Mr. Billingsley indicated that the contract would need to be adjusted if it is decided to pursue a covered bridge for this location, although the initial design/Geotech work will be necessary in any scenario.

Board members noted that it is important to consider emergency vehicle and loaded agricultural vehicle access when determining capacity. Mr. Haverkamp is consulting with appropriate parties, and confirmed that Miles Jenness had indicated that a covered bridge can be designed for the same capacity as a steel bridge. It was also noted that Mr. Billingsley should be reminded that the bridge design requires a pedestrian component.

Mr. Haverkamp reported that a Northern Borders preapplication had been submitted for consideration for construction of a covered bridge.

MOTION: *Ms. Ursprung moved to approve the contract with Tyler Billingsley and to authorize the Town Administrator to sign the same, with the contract to be amended to clarify that if the Board decides to pursue a covered bridge and hold a successful bond vote for the same, that any post-bond portion of the contract would need to reflect this change in scope. The motion was seconded by Mr. Messer, and passed unanimously.*

8. Work Plan Review

This item was tabled.

9. Town Garage Update

Mr. Shupe reported that the project planning is moving quickly at this point, with weekly meetings taking place. He explained that the site plan is being reconsidered, with the group now exploring moving the garage to a new location on the site, and retaining a portion of the existing building for cold storage. Alternatives are being studied, and some interior plan changes are being incorporated. Mr. Shupe indicated that there is the possibility of 3-phase power being brought to the site. Mr. Haverkamp indicated that Phase 2 Environmental Assessment borings are complete, and that test results are not yet available, but it is assumed that some level of remediation will be necessary.

10. Fire Hydrant Quote Review

Mr. Haverkamp outlined some of the details involved in the two quotes which had been received, and indicated that Josh Rodgers would be provided an estimate of the cost involved to increase the road width in order to provide better access for fire trucks.

MOTION: *Mr. Curtis moved to approve the quote from Kingsbury for the installation of fire hydrants on Rolston Road as described in the Board packet, in the amount of \$16,760. The motion was seconded by Mr. Babbott-Klein, and passed unanimously.*

11. Federal Award Cash Management and Cost Allowability Procedures

Mr. Haverkamp confirmed that the procedure outlined in the document provided is consistent with current practice.

MOTION: *Mr. Curtis moved to approve the Federal Award Cash Management and Cost Allowability Procedures, and the authorize the Board Chair to sign the document outlining the same. The motion was seconded by Mr. Messer, and passed unanimously.*

12. Consent Agenda

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

- Approve Bills Payable & Treasurer's Warrants
- Approve of Minutes of August 10, 2026

- Accept Errors and Omissions correction, Parcel 040008000
- Approve Town Garage roadside mower accounting correction
- Approve Irene 15 Public Festival Permit

13. Town Administrator's Report

Mr. Haverkamp reported that:

- The stormwater permit for the gravel pit is close to finalization.
- The draft outline of the Municipal Project Manager position is almost ready to be sent to interested parties.
- The bid opening for the FEMA culverts on Center Fayston and Old Center Fayston Roads is complete; likely the matter will be before the Board in two or four weeks in order to approve a contract.
- RRFB malfunctions continue to be addressed.
- Joslin Hill paving will take place in the next two weeks, according to Pike.
- Line striping continues to be a challenge to have scheduled, but is on a timeline to be completed.

14. Selectboard Roundtable

Ms. Ursprung reported that a resident had requested that toddler fencing be installed at the Library park area. It was agreed that Mr. Haverkamp should inquire of Anna Church, the Children's Librarian, if this would be appropriate.

Mr. Messer noted that Emergency Management will have a table at the September 10 block party on Bridge Street, to provide educational information and potentially recruit volunteers.

IV. Executive Session

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

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

The meeting entered Executive Session at 9:25 pm and returned to open session at 10:11 pm.

MOTION: *Mr. Babbott-Klein moved to instruct the Town Administrator to draft a letter to Keith Morris, notifying him that he is in violation of the Town's Domestic Animal Control Ordinance based on the recent actions of his dog Shadow, specifically running at large and causing damage to the property of another; additionally, the Board finds Shadow to be a public safety risk due to his aggressive behavior, and directs the Town Administrator and Animal Control Officer to work with the Town Constable and issue fines in accordance with the Ordinance; and the Board finds that Shadow shall be permanently prohibited from entering the Town of Waitsfield. The motion was seconded by Mr. Messer, and passed unanimously.*

MOTION: *Ms. Ursprung moved to authorize the Town Administrator to sign the proposed contract with Connor Contracting, subject to legal review and any appropriate amendments per said review. The motion was seconded by Mr. Babbott-Klein, and passed unanimously.*

245 **V. Adjourn**

246 The meeting adjourned at 10:15 pm.

247 Respectfully submitted,

248 Carol Chamberlin, Recording Secretary