

TOWN OF WAITSFIELD, VERMONT

Selectboard Meeting Minutes

Monday, September 28, 2026

Draft

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

Staff Present: York Haverkamp, Town Administrator

Others Present: John Connor, Mitch Hager, Michael Housley

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)

The order of items was adjusted.

2. Public Forum

Nobody requested time to address the Board.

II. Regular Business

1. Town Garage Bond

The revised numbers provided by the design team were reviewed, and there was some discussion regarding the amount of owner contingency to include. It was also discussed that there are options for reductions in cost, such as reducing the size of the planned solar array and adjusting the salt shed plans, should these become necessary as the project progresses. It was agreed that further investigation is needed related to the costs and benefits of battery storage as opposed to the installation of a generator, including associated incentives. The potential debt service numbers were reviewed, along with the available reserve balances and anticipated LOT receipts to be put toward the project. Board members concluded that the proposed bond amount of \$5,975,000 should be pursued.

MOTION: *A motion to approve the Resolution of Necessity for Town Garage construction in the amount of \$5,975,000 passed unanimously.*

MOTION: *A motion to approve an order to submit the proposition of incurring bonded debt in the amount of \$5,975,000 to the qualified voters passed unanimously.*

MOTION: *A motion to approve the Warning of the November 3, 2026 Special Town Meeting passed unanimously.*

MOTION: *A motion to approve the use of Australian ballot for the Article to be voted at the November 3, 2026 Special Town Meeting passed unanimously.*

MOTION: *A motion to authorize the Town Administrator to publish the Notice of the November 3, 2026 Special Town Meeting in the Valley Reporter, along with the date of the Public Informational Hearing and notice of availability of ballots by request, and following the addition of supplemental call-in information to the notices as appropriate, passed unanimously.*

MOTION: *A motion to approve the Declaration of Official Intent to Reimburse the debt associated with the \$5,975,000 bond passed unanimously.*

50
51 **2. Consider Approval of Fire Station Mobile Rack**

52 Mr. Shupe reminded the Board of this request, and confirmed that Fayston had approved their 40%
53 contribution, noting that there were funds available in Waitsfield's Reserve for this purchase.
54

55 **MOTION:** *Mr. Babbott-Klien moved to approve an amount not to exceed \$4400 for the purchase of*
56 *mobile gear racks for the Fire Station. The motion was seconded by Mr. Messer, and passed*
57 *unanimously.*
58

59 **3. Meadow Road Bridge**

60 NBRC Timber for Transit (T4T) – Mr. Haverkamp reported that borings were completed, which will
61 provide information for the 30% design work that Tyler Billingsley is completing. Mr. Billingsley is
62 sharing engineering information regarding abutment requirements with the T4T team.
63

64 Mr. Haverkamp also reported that the Town has been invited to submit a full application through
65 the T4T program for feasibility work to be undertaken for a covered bridge; this work would include
66 planning for NEPA requirements, and other pre-construction planning that is necessary, and the
67 grant request can be up to \$1M. He explained that NBRC is very excited about this project, seeing
68 it as a beneficial demonstration bridge, and noted that a construction grant may also be applied for
69 in 2027.
70

71 Board members agreed to continue pursuing the T4T option, particularly if the costs are
72 comparable, and agreed that Mr. Haverkamp should move ahead with the full application for
73 feasibility work as proposed by NBRC. It was confirmed that the timing will continue to be
74 appropriate for the use of FEMA funds which have been allowed for this project.
75

76 Engineer Design Questions – Mr. Haverkamp posed some questions which Mr. Billingsley had asked
77 to have answered. Board members confirmed that the bridge should be one lane, with a
78 pedestrian walkway. They asked that Mr. Haverkamp consult with the Fire Department, the Public
79 Works Department, and David DeFreest regarding an appropriate width for the driving lane, and
80 there was some discussion of the height, width, and potential separation of the walkway.
81

82 In order to make a decision regarding the use of steel or concrete for the support beams, the Board
83 asked for further information regarding the pros and cons of each.
84

85 Bridge Closure Potential – The Board discussed what situations might lead to closing of the bridge.
86 It was agreed that following any high water event, the bridge should be closed until an inspection
87 takes place. It was also agreed that it should be closed if other area bridge closure(s) lead to the
88 Meadow Road being used as a detour. There was also some discussion of enforcement of the
89 speed limit on North Road.
90

91 **4. Review Bids for Old Center Fayston Road and Center Fayston Road Culverts**

92 The bids were included in the meeting packet; the low bid was provided by Hallstrom Excavating,
93 and Dexter Lefavour recommended that they be awarded the project. Hallstrom indicated that the
94 work could be completed in 2027 and would not require road closures. Mr. Haverkamp confirmed
95 that the temporary culverts currently in place would be reused. He also noted a scope of work
96 change, which has been approved to be submitted to FEMA, indications are that this extra amount
97 will be allowed.
98

MOTION: *Mr. Messer moved to authorize the Town Administrator to sign a contract with Hallstrom Excavating in the amount of \$689,410 for this culvert work, following the receipt of all necessary signed easements. The motion was seconded by Mr. Babbott-Klein, and passed unanimously.*

5. Wastewater Project

Municipal Project Manager – Mr. Haverkamp explained that this position is important for the success of the project; further details to be discussed in Executive Session.

Treatment Plant Building Color – There was some discussion regarding the color of the building, with it being agreed that this will be discussed further at a future meeting.

6. Work Plan Review

York had updated the Plan to include each item's status, and he noted that next he will be noting which items are fully completed by moving them to a different spreadsheet column.

Mr. Shupe noted that the Pocket Park maintenance and Library park safety matters should be added to the Plan, and the logistics of adding/noting new projects to the list were discussed.

7. Consent Agenda

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

- Approve Bills Payable & Treasurer's Warrants
- Approve Minutes of 09.14.2026 and 09.15.2026
- Approve Public Festival Permit and Waive Fees: Ski and Skate Sale

8. Town Administrator's Report

Mr. Haverkamp had nothing to add to his written report. Board members acknowledged and thanked Mr. Haverkamp for his efforts and ability to manage multiple issues and projects on an ongoing basis.

Mr. Haverkamp indicated that nine applications had been received for the open Public Works Department position.

9. Selectboard Roundtable

Ms. Ursprung reported that the Rural Resource Commission is planning to submit a grant application for a study of the movement of hill farms down to the river valley, within the context of flooding.

Mr. Babbott-Klein offered a reminder of the useful information which can be found in monthly MRVPD staff reports.

Mr. Messer reported that Bridget Ritchie, new Emergency Management Coordinator, has successfully passed the first two training levels.

Mr. Shupe noted that another item to be added to the work plan is the historic marker for the Wait House, previously proposed by Mr. Messer.

III. 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.*

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149 **MOTION:** *A motion to enter Executive Session per 1 VSA §313(a)(1)(A) [Contracts] inviting Mr.*
150 *Haverkamp to join, passed unanimously.*

151
152 The meeting entered Executive Session at 8:29 pm and returned to open session at 9:25 pm.

153
154 It was noted that there would be no Board meeting on October 5, as previously scheduled, and that
155 the Board will instead meet on October 19.

156
157 **IV. Adjourn**

158 The meeting adjourned at 9:26 pm.

159 Respectfully submitted,
160 Carol Chamberlin, Recording Secretary