

1 **TOWN OF WAITSFIELD, VERMONT**  
2 **Selectboard Meeting Minutes**  
3 **Monday, November 28, 2022**  
4 **Draft**  
5

6 **I. Call to Order:** The meeting was called to order at 6:30 pm by Christine Sullivan. The  
7 meeting was held in person at the Waitsfield Town Offices and remotely via Zoom.  
8 Members Present: Chach Curtis, Fred Messer, Brian Shupe (Chair), Christine Sullivan  
9 Staff Present: Annie Decker-Dell’Isola, Town Administrator; JB Weir, Planning and Zoning  
10 Administrator  
11 Others Present: Laura Arnesen (MRV Rec District), Bob Cook (Conservation Commission),  
12 Luke Foley (MRV Rec District), Anthony Italiano (MRVTV), Tripp Johnson (WF Fire  
13 Department), Curt Lindberg (Conservation Commission), Alice Peal (Planning Commission),  
14 Mary Simmons (MRV Rec District)  
15

16 **II. Regular Business.**

17  
18 **1. Review agenda for addition, removal, or adjustment of any items per 1 VSA**  
19 **312(d)(3)(A).**

20 No adjustments were made to the agenda.  
21

22 **2. Public Forum.**

23 There was nobody present who requested to address the Board.  
24

25 **3. Update from the Planning Commission on the Town Plan amendment process.**

26 Ms. Peal reported that the final draft of the Town Plan is available for Selectboard review, and  
27 provided some background on the reasons behind and the focus of the most recent revisions.  
28 The content added and revised includes updates to the energy chapter and natural resource  
29 chapter (including forest block considerations), refinement of future land use mapping, and  
30 housing chapter updates. It was acknowledged that there is data and information in other  
31 chapters that also should be updated, and Ms. Peal and Mr. Weir indicated that there will be  
32 another update to the Town Plan in the next few years at which point this other data will be  
33 addressed. There was some discussion regarding the statutory requirements around the  
34 information included in the Plan; it was agreed that the plan should be considered a living  
35 document, as all the sections included are required by statute and it can be overwhelming to  
36 revise the plan in its entirety every time it’s amended. Mr. Weir asked that any comments be  
37 provided as soon as possible in order to incorporate them before the PC’s public hearing notice is  
38 published.  
39

40 **4. Mad River Valley Recreation District annual recap and FY24 Budget Request.**

41 Ms. Arnesen highlighted some of the information included in the written report provided and  
42 indicated that the funding request is not increasing from what was budgeted last year. She  
43 answered some questions regarding FY23 grant recipients and funding for VOREC project  
44 management.  
45

46 **5. Waitsfield Conservation Commission 2022 Knotweed Report and FY24 Budget Request.**

47 Mr. Lindberg and Mr. Cook highlighted some aspects of a report which had been provided  
48 regarding the knotweed eradication work that took place this year. They also noted the increases  
49 in Conservation Commission budget lines that had been approved last year, and indicated that no  
50 changes to those amounts are being proposed for the upcoming budget.

51

52 **6. Review first draft of Waitsfield Fayston Fire Department FY24 proposed operating**  
53 **budget and MOU with Town of Fayston.**

54 Ms. Decker-Dell'Isola explained that there has been a preliminary meeting with Fayston to  
55 review the draft operating budget, and that a joint meeting of the Selectboards will take place in  
56 December. Questions from Board members centered on the Capital West dispatch expenses,  
57 which are included at \$29K for the annual service and \$9K to be put into reserve for the  
58 improvement plan that was explained at an earlier meeting. A contract with Capital West has not  
59 yet been made available for review; escrow information will be forthcoming once the account is  
60 established and funded. Ms. Sullivan noted that it has not been determined how this cost will be  
61 allocated between the two towns, as it is based upon the Grand List for each town.

62

63 Mr. Johnson explained that he has submitted an ARPA request to both towns, to cover expenses  
64 related to continuous improvement, and that receipt of ARPA funds will not impact the proposed  
65 budget request. He also indicated that the Department has several new members, the budget  
66 request includes a pay increase, and that he would appreciate any guidance regarding budgeting  
67 for unknowns such as fuel costs over which he has no control.

68

69 The changes to the MOU were outlined, with Ms. Decker-Dell'Isola noting that most are being  
70 incorporated in order to better reflect the cooperative routines that have evolved in recent years,  
71 including quarterly check-ins and other practices.

72

73 **7. Consent Agenda.**

74

75 **MOTION:** *A motion to approve the consent agenda, consisting of the items listed below,*  
76 *passed unanimously.*

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- 78 • Approval of the Minutes of November 14, 2022.
- 79 • Bills Payable and Treasurer's Warrants.
- 80 • Approve MRV Planning District request for Municipal Planning Grant Resolution for  
81 short term rental inventory funding

82

83 **10. Selectboard Roundtable**

84 Mr. Shupe requested that an item be placed on the next agenda regarding the Tardy property and  
85 Virginia Farley Park development.

86 Ms. Sullivan noted that some clarity regarding how to proceed with projects requiring  
87 Selectboard approval has been requested by the ARPA committee.

88 Mr. Shupe reported that the matching grant for assessment of the Wait House has been awarded.

89 **8. Town Administrator's Updates**

90 Ms. Decker-Dell'Isola noted that she had updated a previously drafted letter of support for Neck  
91 of the Woods and provided it to their Board for use in current funding application(s). She also

92 confirmed that the Wastewater study work is nearly complete and will be presented in  
93 December.

94 **9. Executive Session**

95 **MOTION:** A motion to enter Executive Session pursuant to 1 V.S.A. § 313 (a) (3) [Personnel]  
96 and 1 V.S.A. § 313 (a) (2) [Real Estate], inviting Mr. Lindberg to join, was made by Mr. Shupe.  
97 The motion was seconded by Mr. Curtis. All voted in favor.

98

99 The meeting entered Executive Session at 7:50 pm and returned to open session at 9:29 pm

100

101 **MOTION:** Mr. Curtis made a motion to offer the selected candidate the position of Town  
102 Treasurer and Grant Administrator under the terms discussed by the Selectboard. The motion  
103 was seconded by Mr. Shupe. All voted in favor.

104

105 **III. Other Business**

106 **1. Correspondence/reports received** were reviewed.

107 **IV. Adjourn**

108 The meeting adjourned at 9:30 pm.

109 Respectfully submitted,

110 Carol Chamberlin, Recording Secretary