

Waitsfield Community Wastewater Project

Update 6.19.26

To: Waitsfield Selectboard
From: Joshua Schwartz, MRV Planning District
CC: Waitsfield Community Wastewater Project Team Members
York Haverkamp, Waitsfield Town Admin.
JB Weir, Waitsfield Planning & Zoning Admin.
Chach Curtis, Waitsfield Selectboard Member
Bob Cook, Waitsfield Planning Commissioner
Project Engineer
Jon Ashley, DuBois & King
Waitsfield Planning Commission
Date: June 19, 2026
Re: Waitsfield Community Wastewater Project Update

I am providing this update on the Waitsfield Community Wastewater Project (WCWP) in my capacity as Project Coordinator, as outlined in the *Waitsfield Wastewater Project Structure & Timeline | 2024-25*, approved by the Selectboard on 7.8.24. This update is intended to keep the Waitsfield Selectboard and Project Team Members informed of the project's status and recent developments.

The Waitsfield Community Wastewater Project Team (WCWPT), project engineer Jon Ashley of DuBois & King (D&K), and staff from the VT Department of Environmental Commission's Water Infrastructure Division continue to meet every two weeks to discuss system design, technical specifications, permitting, outreach, cost, funding, and related topics. Key highlights include:

- Design Plans
 - D&K are progressing the project plans from the 90% design set (D90), completed in mid-April, to the 100% design set, with completion anticipated in July. The D90 design covers the entirety project, broken out by the wastewater treatment facility (Contract No. 1) and the broader collection system (Contract No. 2).
 - The D90 plan set are currently under review by various state permitting agencies (VTrans, Division of Historic Preservation, Wetlands, Wastewater System & Potable Supply Permit, Wastewater Discharge Permit, Stormwater Construction General Permit, Erosion Prevention and Sediment Control Plan, etc.). Associated permits are expected from each entity upon completion of their review, anticipated in July 2026.
 - Once permitting approvals are in hand, final DEC approval is granted, and design is at 100%, the project will be eligible to go out to bid.
- Easements
 - A required component of the project is the execution of user agreements, temporary easements, and permanent easements that cover conveyance (force and gravity mains), pump stations, and individual property connections. The Town Attorney is currently drafting easements for all properties, anticipated to be distributed to property owners in July. In advance of completed easement drafts, Town staff are prioritizing outreach to property owners along the conveyance route that require temporary and/or permanent easements. The outreach, to consist of a site visit from Town representatives, will incorporate a WCWP update, review of current design plans,

identification of required easements, timeline, and subsequent dialogue. This is targeted for late-June/early-July.

- Per recent dialogue with VT DEC staff, completed conveyance and pump stations easements are required in advance of execution of the project's construction contract.
- Engineering Services Agreement
 - The latest Engineering Services Agreement (amendment 5) is on the Waitsfield SB's 6.22.26 agenda after being reviewed by the Town, D&K, and the State of VT.
 - Scope Elements
 - Step II (Final Design Phase – to 100% Design)
 - Additional topographic survey and design work beyond Amendment 4 for the realignment of the sewer system along Slow Road, from VT100, to improve constructability, limit impacts of cultural resources, and make the design more compatible with future growth plans in Irasville. Designing new service connections for properties in the Slow Road portion of the service area
 - Designing water service connections for users not currently connected to the water systems, permit application revisions, and development of a Soil Management Plan for management of contaminated soils in the project area.
 - Step III (Bidding, Construction, & Post-Construction Phase)
 - Develop bid Phase and Construction Phase schedules for both contracts and present to Town and Funding Agencies.
 - Assist in advertising the project for bidding, conduct related bid-meetings, perform bid review and make recommendations regarding contract awards, prepare notice of award and coordinate contract signing.
 - Throughout the construction period, act as the Owner's representative and liaison to the selected contractor(s). Coordinate twice monthly meetings w/ reps of the Town, Contractor, and funding agencies. Serve as Resident Project Representative through the duration of the project, estimated to take place for a total of 104 work weeks between the two contracts.
 - Lead post-construction phase services for the project, to include recording of drawings, preparation of an O&M Manual, and coordinate operator orientation and training during start-up of the wastewater treatment facility and pump stations.
- Munn Site
 - The wastewater treatment facility and in-ground disposal for the project will be located on the town-owned Munn Site at the intersection of Kingsbury Road and VT 100. The facility building will be situated at the rear of the open field, with disposal occurring in a 2.75-acre area directly behind the structure. Clearing of approximately 2.5 acres of trees took place on 4.13.26 as required for the disposal site. The timing complied with funding requirements and minimized impacts on endangered bat species and migratory birds. York and JB Weir conducted outreach to neighboring property owners in advance of the tree removal.
- Priority Parcel Owner Outreach
 - Through early 2026, JB Weir led site visits to all priority properties, focused on providing project updates, collecting measurements for final design, and clarifying connection implications.
- Wastewater Ordinance
 - Robin Morris, Chair of the Waitsfield Water Commission, spent the spring developing a draft Wastewater Ordinance for consideration by the Waitsfield Selectboard. Robin will be presenting the draft ordinance and related approach to wastewater capacity allocation to the Selectboard at its 6.22.26 meeting.
- Funding
 - CWSRF & ARPA

- The VT Dept. of Environmental Conservation’s Clean Water State Revolving Fund (CWSRF) and the American Rescue Plan Act (ARPA) have funded all engineering and design costs to date for the Waitsfield Community Wastewater Project and are set to fund the initial construction phase.
 - Due to the Town’s ranking on Vermont’s FFY25/SFY26 CWSRF Intended Use Plan, it qualifies for CWSRF construction loans. The town is also eligible for a 50% subsidy, up to \$1M in loan principal forgiveness, with a deadline of 6.30.26. The Town is poised to submit a CWSRF application for construction in advance of this deadline.
 - On 2.6, the Town of Waitsfield submitted a Project Priority List application to VT DEC for its FFY26/SFY27 Clean Water State Revolving Fund (CWSRF) funding cycle, which provides eligibility for CWSRF funding through the upcoming fiscal year (7.1.26-6.30.27). The results will be published in the State’s corresponding IUP. A draft is expected this summer.
 - NBRC Catalyst Program
 - The Northern Border Regional Commission’s (NBRC) Catalyst Program’s fall 2025 funding round awarded Waitsfield \$1M of construction funding focused on connecting the Waitsfield School to the broader infrastructure project.
 - The Town is working with CVRPC, who is serving as an administrative role as the project’s Local Development Districts (LDDs).
 - NBRC independently reviewed the project’s Environmental Review (ER) prepared by USDA-RD, completed on 12.4.24, which resulted in a Finding of No Significant Impact (FONSI). NBRC determined that the proposed action analyzed in the 2024 ER adequately covers the proposed action under consideration by NBRC, and that the information and analysis presented in the 2024 ER are accurate and sufficient. NBRC has chosen to adopt the 2024 ER prepared by USDA-RD for the project and shared via a Notice of Availability on 5.29.26.
 - USDA RD
 - On 8.27.25, the Town of Waitsfield was notified that it had been awarded a USDA RD grant of \$649,000 and a loan totaling \$7.552M.
 - FY27 Congressionally Directed Spending (CDS)
 - The project has been included in the funding requests for both Senator Sanders & Senator Welch (\$3.5 M).
 - The Senators’ funding requests must be approved by the Senate Appropriations Subcommittee and included in the final appropriations bill passed by the Senate.
 - On 6/1, Joshua discussed the process and details with VT DEC Commissioner Sinsigalli over the phone.
- Community Outreach
 - The latest project info is available on the Town of Waitsfield Wastewater webpage, including Spring 2026 progress, uploads covering the D90 set, and more.
 - <https://www.waitsfieldvt.gov/departments/projects/wastewater>
 - Working with Town staff to create informational “Coming Soon” signage at the Munn Site.

Near-Term Activities

- Wastewater Ordinance discussion (6.22)
- ESA #5 (6.30)
- CWSRF Construction Loan Application (6.30)
- Priority easement outreach (June-July)
- Draft easements (July)
- State permitting entities finalize D90 review and subsequent approvals (July)
- D100 Final Design (July 2026)
- Bid Phase (Late Summer 2026)
- Construction Commences (Fall 2026)