



# WAITSFIELD PLANNING COMMISSION AGENDA

October 1, 2024 at 7:00 p.m.

## Planning Commission

Beth Cook  
Robert Cook  
Emma Hanson  
AnnMarie Harmon, Vice-  
Chair  
Becca Newhall  
Alice Peal  
Jonathan Ursprung, Chair

**THE PLANNING COMMISSION WILL BE HOLDING A HYBRID MEETING. THE PUBLIC MAY ATTEND IN PERSON AT WAITSFIELD TOWN HALL OR REMOTE VIA ZOOM WITH TELEPHONE AND/OR VIDEO ACCESS. THOSE PARTICIPATING MAY SPEAK DURING THE DESIGNATED PERIODS.**

To join the meeting remotely, use this link:

<https://us02web.zoom.us/j/9190265312>

**Meeting ID:** 919 026 5312

**Or call:** 1 929 205 6099

## Planning & Zoning Administrator

J. B. Weir

## Town Administrator

Vacant

## Town Clerk

Jennifer Peterson

## Town Treasurer

Vacant

## Waitsfield Town Office

4144 Main Street  
Waitsfield, VT 05673  
(802) 496-2218  
[www.waitsfieldvt.us](http://www.waitsfieldvt.us)

1. **CALL TO ORDER / ROLL CALL**
2. **REVISIONS TO AGENDA, IF ANY (5 +/- min)**
3. **PUBLIC FORUM (10 +/- min)**
4. **APPROVAL OF MINUTES – SEPTEMBER 17, 2024 (10 +/- min)**
5. **VILLAGE MASTER PLANNING (45 +/- min) AnnMarie/JB/Jonathan**
6. **ALICE UPDATE (20 +/- min)**
  - a. CVPRC
  - b. Climate Action Plan
  - c. LHMP
7. **WASTEWATER PLANNING PROJECT UPDATE (20 +/- min) JB/Bob**
8. **OTHER BUSINESS (10+/-min)**
9. **ADJOURNMENT**

**Waitsfield Planning and Zoning Administrators Report  
Planning Commission October 1, 2024 meeting**

**5. Village Master Planning (MPG)**

The VMPSA met with SE Group on September 24<sup>th</sup> to review and discuss the final existing conditions analysis. The link to the meeting recording can be found [here](#). Alex will not be in attendance at this meeting, as the steering committee believes the recording should be watched by all members in advance of this meeting rather than using monies for him to redo the same presentation. Members should come prepared with any questions or concerns about the existing conditions analysis, modified wetlands approach or proposed project website as discussed at the 9/24 meeting. Questions or concerns will then be addressed to the SE Group team and, if need be, Alex can attend an upcoming meeting.

The final memo with regard to the modified approach to the wetlands component of the project is also included in the packet.

On 9/26 the PZA sent an email to State Wetlands Ecologist Shannon Morrison updating her on the scope of the project. The PZA intends to stay in touch with Ms. Morrison over the course of the project to keep her in the loop and get any feedback if necessary.

The next meeting of the VMPSA is scheduled for October 15<sup>th</sup> at 10:30am.

**6. Alice Update**

Alice has submitted a memo providing updates on CVRPC Regional Plan work, the Public Health Task Force, and the LHMP. Members can also review this link with regard to Climate Action Plan work:

[https://outside.vermont.gov/agency/anr/climatecouncil/Shared%20Documents/Quarterly%20Reports%20and%20associated%20materials/QuarterlyPublicOutreachSummary\\_2024Q2.pdf](https://outside.vermont.gov/agency/anr/climatecouncil/Shared%20Documents/Quarterly%20Reports%20and%20associated%20materials/QuarterlyPublicOutreachSummary_2024Q2.pdf).

**7. Wastewater Planning Project Update**

The Town and State have executed the agreement for an additional \$2.5 million in CWSRF ARPA subsidies to finish final design, complete all permitting requirements and begin construction in some capacity. That agreement was signed after Select Board approval at the 9/23 meeting.

On 9/24, the PZA mailed letters out to 104 landowners along the service line announcing that Dubois & King will be conducting surveying and areological work between 9/30 – 11/30, and that field crews may be entering upon private properties during that time.

Joshua Schwartz submitted a project update at the 9/23 SB meeting. That project update with attachment is included in the packet.

As of 9/23/24, the Town website page for the project has been updated and can be found [here](#).

## **9. Other Business**

The PZA has included in the packet the 2024 work plan. Jonathan may have an update on the MRVPD since the last meeting.

The Groundwater Protection Overlay standards have been submitted to the Town attorney for final review. Once returned, absent major changes, the PC can proceed with an official adoption timeline. The PZA anticipates receipt of attorney feedback the week of this meeting.

---

Upcoming trainings/webinars:

### **Understanding Vermont Conservation Design: The data behind BioFinder**

Vermont Conservation Design is the data and the vision that powers the BioFinder website. It is a prioritization tool that identifies the lands and waters most important for maintaining Vermont's ecologically functional landscape – one that conserves current biological diversity and allows species to move and shift in response to climate and land-use changes. Vermont Conservation Design allows users to see patterns in Vermont's forests and waterways, and identify the places that connect both into a functional network. The Design was just updated with new landscape scale components and Wildlife Road Crossings. It now features more accurate edges of the habitat blocks, that allow for a better understanding of the pattern and network of connected forests. Join us to learn more about this important conservation science.

Presenters:

Jens Hilke, Conservation Planner, VT Fish and Wildlife Department

David Moroney, Conservation Planning Specialist, VT Fish and Wildlife Department

Repeat sessions of this webinar will be offered on the following three dates:

Session 1: Wednesday, October 9, 2024 11:00am-12:00pm. [Register](#)

Session 2: Friday, November 8, 2024 10:00am-11:00am. [Register](#)

Session 3: Thursday, December 12, 2024 1:00pm-2:00pm. [Register](#)

### **Sharing Like Cats and Dogs: Bobcats & Coyotes on the Vermont Landscape**

Bobcats and coyotes compete for resources across Vermont. Yet they go about it with very different styles and have settled into an equilibrium since coyotes first appeared in our state in the mid 20th century. Bobcats tend to be more elusive, while their canine counterparts are much more public. Together, these mid-sized mammals occupy a niche in Vermont's ecology that teaches us about the need for an inter-connected landscape. Join Furbearer Project Leader Bree Furfey for an exciting deep dive into the biology, ecology and landscape needs of these two iconic species. We'll also discuss land-use planning strategies that your town can use to ensure their continued presence throughout Vermont.

Presenters:

Brehan Furfey, Wildlife Biologist, VT Fish and Wildlife Department

Jens Hilke, Conservation Planner, VT Fish and Wildlife Department

Repeat sessions of this webinar will be offered on the following two dates:

Session 1: Tuesday, October 15th, 2024 10:00am-11:00am. [Register](#)

Session 2: Tuesday, December 3, 2024 2:00pm-3:00pm. [Register](#)

### **Gray and Green Infrastructure: How Vermont's bridges and culverts add to our network of connected lands and waters.**

Roads can act as barriers to wildlife movement, and yet our bridges and stream culverts are potential passage for Vermont's fish and wildlife to move underneath without danger. In addition to giving fish and other aquatic species plenty of space to swim through, many of these structures are designed to accommodate large floods and move debris during extreme rainfall. This means that at normal flow levels, wildlife can walk through the structure alongside the stream.

However, some of our older structures are undersized and present a constriction for floodwaters as well as for fish and wildlife movement. A team of researchers has created the Terrestrial Passage Screen Tool that is now available on BioFinder to assess the "passability" of bridges and culverts on the state road system and help in prioritizing which structures might be best replaced to facilitate wildlife movement. Join Conservation Planner Jens Hilke from Vermont Fish & Wildlife to learn the science behind this new tool and learn how it may be used to help prioritize structures for replacement to facilitate wildlife movement.

Presenters:

Jens Hilke, Conservation Planner, VT Fish and Wildlife Department

Repeat sessions of this webinar will be offered on the following two dates:

Session 1: Wednesday, October 30, 2024 10:00am-11:00am. [Register](#)

Session 2: Monday, December 16, 2024 3:00pm-4:00pm. [Register](#)

### **Reconnecting the Greens Mountains: A multi-pronged approach for enabling wildlife movement**

The spine of the Green Mountains is a chain of several huge forest blocks that is the backbone of the Vermont landscape. With relatively few road crossings, wildlife can move among these forests for great distances. This is important for keeping populations healthy and allowing them to adapt to climate change. Yet the Winooski river valley with Interstate 89, Route 2 and the railroad is a significant barrier separating the northern and central Green Mountains. Efforts are underway to ensure that habitat remains connected across these barriers. Join Conservation Planner Jens Hilke and VTrans Biologist Jesse Johnson to learn about the exciting wildlife connectivity projects emerging along the busiest stretch of road in Vermont. Oversized culverts, wildlife shelves, and a state-of-the-art highway underpass are all on the menu as conservation planners find creative solutions to reconnect the Green Mountains for wildlife between Mount Mansfield and Camel's Hump.

Presenters:

Jens Hilke, Conservation Planner, VT Fish and Wildlife Department

Jesse Johnson, Biologist, Vermont Agency of Transportation

Repeat sessions of this webinar will be offered on the following two dates:

Session 1: Thursday, October 24th, 2024 10:00am-11:00am. [Register](#)

Session 2: Tuesday, November 19, 2024 3:00pm-4:00pm. [Register](#)

### **VLCT Fall Planning & Zoning Forum**

Thursday October 17, 2024 – 9:30am – 2:30pm

Join us virtual via Zoom or in person at Lake Morey Resort.

This year's forum consists of three distinct presentations.

- Representatives from two key state agencies will review the changes related to new housing development that affect several regulations, including Act 250, during the 2024 legislative session. They will also point out funding opportunities and support that are available from the state.
- The lead attorney for the Slate Ridge zoning enforcement case will review the history leading up to the ultimate outcome and share insights on best practices for handling zoning violations, especially if they reach state and national attention.
- Hot on the heels of VLCT's annual meeting, the VLCT advocacy team will share priorities and changes to VLCT's Municipal Policy and their outlook for the 2025 legislative session.

[Register](#)

---

Respectfully submitted,

J.B. Weir

**TOWN OF WAITSFIELD, VERMONT**  
**Planning Commission Meeting Minutes**  
**Tuesday, September 17, 2024**  
Draft

**Members Present:** Bob Cook, Emma Hanson, AnnMarie Harmon, Jonathan Ursprung  
**Members Absent:** Beth Cook, Becca Newhall, Alice Peal  
**Staff Present:** JB Weir, Planning and Zoning Administrator  
**Others Present:** Sam Robinson, MRVPD

**II. Regular Business.**

**1. Call to Order**

The meeting was called to order at 7:00 pm by Jonathan Ursprung. The meeting was held in person at the Town Offices and remotely via Zoom.

**2. Review agenda for addition, removal, or adjustment of any items.**

Jonathan noted that Alice would not be available to provide any updates.

**3. Public Forum.**

No members of the public were present.

**4. Approval of Minutes**

The minutes of September 3, 2024 were amended and approved.

**5. MRVPD Wellbeing Survey Presentation**

Sam Robinson presented information on the recently completed Wellbeing Survey, first providing some background and purpose information, including a definition of wellbeing and the factors that were evaluated. He outlined the various indicators included in the annual data report – community connections, the built environment, economic opportunity, social infrastructure, and natural systems, and then covered some of the more specific results seen in each of the different domains covered by the more qualitative Wellbeing Survey.

Jonathan asked if any of the domains have been analyzed on a town-by-town basis; Sam indicated that he would look into creating such a report. A suggestion for gathering more input from high school students was discussed, and there was also some commentary regarding whether to time the next (2026) survey for a different time of year or to keep it consistent.

Sam confirmed that he will make his presentation slides available to PC members.

**6. Alice Update**

This item was removed from the agenda due to Alice's not being present.

**7. Village Master Planning**

AnnMarie summarized that on August 20 the first group meeting with SE Group had taken place, with the conversation focused on a wetland avoidance approach based upon input received from ANR. This was followed by an August 24 email from Sean Lawson, with multiple talking points raised. A meeting took place on August 27 (attended by Sean, AnnMarie and Mac), where it was decided to

meet again following the next PC meeting to incorporate both Sean's concerns and PC input going forward. The PC met on September 3 and the Steering Committee (SC) on September 4. The next meeting of the SC will be on September 24, with SE Group present, and the SC will meet on a monthly basis going forward.

AnnMarie explained that a report related to Task 1A will be reviewed by the SC at the September 24 meeting, and presented to the PC at their October 1 meeting; she was not certain that information related to Task 1B will be available at the same time.

She then summed up the changes which have been made, noting that SE Group has a new plan which will differentiate the various levels of certainty regarding potential development in specific wetland areas. Jonathan noted that SE Group concurred with PC opinion that if ANR input was taken absolutely literally, no development at all would be possible, and that the levels of certainty analysis will help move things forward with outlining what IS possible.

JB reported that he has had discussion with Skatium representatives, who are exploring what can be done at that site, and have been in contact with Shannon Morrison regarding the property. They plan to attend the upcoming SC meeting.

AnnMarie then commented on the wetland and floodplain restoration work which has been undertaken in the Middlebury/Otter Creek area, noting that there are over 500 buildings in Middlebury's floodplain area, which is about ten times what exists in Waitsfield. She also indicated that the town worked on master planning and wetland creation and floodplain work in tandem, but that the wetland work did not drive the master planning as is the case for Waitsfield. Finally, she noted that wetland enhancement projects are possible, mentioning that she located 15 such projects that had taken place between 2013 and 2022.

## **8. Wastewater Planning Project Update**

JB reported that the ESA has been accepted by the State, and that final design should be complete at some point next summer. Many of the catchment agreements are in, and Robin Morris is working on model easement language for those properties proposed for hosting pumping stations.

Regarding funding, JB noted that no Congressional Discretionary Spending (CDS) funding had been awarded, but that the State had increased what was anticipated to be a \$1M grant to \$2.5M, after other projects had lost funding due to not being far enough along in the process to continue qualifying. These funds are anticipated to get the project through final design and permitting, likely leaving \$1.5M to be put toward construction of the disposal site. A meeting with Senator Sanders' office took place to discuss other possible funding sources, and the Town was encouraged to apply for CDS funding again next year. Bob reported that surveying work is currently ongoing.

Emma asked about those houses behind the Post Office who current are connected to the Mad River Green system; JB will look into how those properties will be addressed.

JB and Jonathan confirmed that there is likely no need for another vote, as there are various funding sources to be explored for the upcoming work.

## **9. Other Business**

Jonathan reported that the draft document is still under legal review.



**10. Adjournment**

The meeting adjourned at 8:31 pm.

Respectfully submitted,  
Carol Chamberlin, Recording Secretary

**TO:** Irasville Village Master Plan Steering Committee  
**FROM:** Alex Belenz, Associate Community Planner, SE Group  
**CC:** Tucker Gordon, Associate Environmental Analyst & Planner, SE Group  
**DATE:** 9/13/2024  
**RE:** Strategic Direction for the Irasville Master Plan

---

## A. BACKGROUND

At the August 20<sup>th</sup> meeting of the Village Master Plan Steering Committee (VPMSC), there was discussion of the overall strategic direction of this planning effort, specifically as it relates to the role of wetlands in the project study area. At this meeting, SE Group presented a recommendation that the planning process focus on infill development strategies for areas in Irasville where wetlands are not present (i.e., a “wetlands avoidance” approach).

This recommendation was based primarily on the stated requirement of the Vermont Agency of Natural Resources (ANR) that any further wetlands impacts in Irasville must be accompanied by a plan for preserving and/or mitigating wetlands functions in the area. This recommendation was also based on our understanding of the location and flood mitigating functions of these wetland complexes (based on the 2021 wetlands mapping project conducted by Arrowwood Environmental), as well as our desktop analysis showing limited opportunities for local wetland mitigation/enhancement projects within the project study area (Irasville Village district and immediate surroundings). A broader exploration of potential offsetting wetlands improvement/flood mitigation projects in the Mad River Valley is beyond the scope and budgetary resources of this project.

Both during and following this meeting, feedback was received from VPMSC members expressing concerns with this approach. The Waitsfield Planning Commission (PC) spent a significant portion of their September 3<sup>rd</sup> meeting discussing this topic. The takeaways from this PC meeting were shared with the consultant team, the VPMSC “core team”, and MRVPD staff during a follow-up meeting on September 4<sup>th</sup>.

In summary, the PC communicated that it would like to see this planning process explore a broader vision for village vibrancy in Irasville, including the infill development possibilities that thoughtful planning around wetlands mitigation and enhancement could potentially unlock further down the road. This approach would be more reflective of the broader social and environmental context for this project, given Irasville’s identification as a local and regional growth center in the Waitsfield Town Plan, the significant investment by the Town of Waitsfield to deliver centralized wastewater service to the village, the village’s minimal flood risk, and an opportunity to focus future development in the Mad River Valley into sustainable development patterns and away from flood prone locations.

In providing this recommended approach, the PC was clear that addressing wetland function remains a high priority for the planning process.

## B. THE PROPOSED APPROACH

In receiving this feedback, we have proposed an approach for the remainder of the planning process that takes into consideration **different degrees of certainty** for redevelopment of different areas of Irasville. **Our process will result in a comprehensive vision for Irasville but will be clear about the level of certainty with which this vision can move forward for different areas.** This will necessarily inform the development of recommendations and next steps for the Town and its partners for delivering on the vision of an improved Irasville.

Areas of higher redevelopment certainty would include areas that are already cleared, improved, and/or developed and are largely free of natural constraints (e.g., wetlands, steep slopes, other sensitive habitats) where the Master Plan can present more prescriptive and actionable recommendations. Areas of low redevelopment certainty would

include areas where significant natural constraints are present (e.g., high functioning wetlands) and where the viability of future development would require additional study, planning, and/or permitting outcomes that would come subsequent to this Master Plan.

These generalized “areas of certainty” will be refined during the planning process in coordination with the VMPSC but are anticipated to generally fall along the following lines:

- **Higher certainty:** areas south of Mad River Canoe Rd and Slow Rd. These areas contain fewer wetlands and other natural constraints.
- **Moderate certainty:** area directly north of Mad River Canoe Rd and Slow Rd. This area contains lower functioning wetlands that are broken up/interspersed with existing development and infrastructure.
- **Lower certainty:** areas surrounding and north of Carroll Rd. This area contains significant wetlands complexes, including higher functioning wetlands.

In areas of higher certainty, the Master Plan can identify more precise and prescriptive action items and design concepts. In areas of lower certainty, the Master Plan will likely identify higher-level visions and desired future outcomes, as well as needed follow-up studies and/or planning efforts that can lend needed clarity for development opportunities/constraints and conservation priorities. Within all areas, the Master Plan will strive for to identify wetland protection priorities and identify other areas where further development should be limited or prohibited (e.g., steep slopes).

**The VPMSC will have an opportunity to discuss this proposed approach at its next meeting on September 24<sup>th</sup>.**

October 1, 2024

From: Alice

To: Planning Commission

CVRPC, Public Health Task Force, LHMP updates

### Regional Plan Work

At our next Meeting of the CVRPC Regional Plan Committee we will get our first look at the new Regional Land Use Plan. We are happy to discuss this as it really is the framework for all of the Chapters covered in the new Regional Plan. We will also begin our review of the Housing Chapter.

### Housing Issues to consider

- Housing issues have come to light in Climate Action Plan meetings.
- The Public Health Task Force has discussed healthy homes.
- Municipalities planning development and housing without also considering flood mitigation plans. Where to build and not build. Not to build back in flooded areas
- The quality of modular or prefabricated structures
- The need to plan conserved land, agricultural land and forests
- Eli Toohey and Niki Sabado at CVPRC have some good advice for these issues.

I had a discussion with Ben Rose from Vermont Emergency Management (VEM). Besides talking about Public Health we discussed his views on housing. He sees a need to be sure we are building resilient and sustainable housing for all. This means innovative structure, energy efficiency, broadband.

Also Eli and Nikki are beginning visiting Planning Commissions and Selectboards at Municipalities in Washington County to talk about Housing. They would like to hear Town's perspectives, issues and needs. I'm proposing that they come to our second meeting in November the 19th.

### Public Health Task Force

- For the Climate Action Plan this task force is exploring how Climate Change has affected our health, how can we stay healthy and better Communication about health issues.
- We have identified as most urgent concerns: Heat Waves, Extreme Temperatures, Air Quality, Water Quality, Infections and diseases and Mental Health
- Task Force members are: Dr. Mark Levine, Director of the Dept. of Health, Jared Ulmer, Program Manager for the Dept. of Health, Ben Rose, Vermont Emergency Management, Alice Farrel, Berlin CVRPC Rep, and myself. I am the Chair.

### Local Hazard Mitigation Plan (LHMP)

- Our LHMP has been reviewed by VEM and FEMA and has been returned for required revisions. (Not unexpected)
- Keith Cubbon and I have a scheduled meeting with FEMA and VEM reps on September 30. I will be able to report on this at the PC Meeting.

# Waitsfield Community Wastewater Project

Update 9.19.24

To: Waitsfield Selectboard  
From: Joshua Schwartz, MRV Planning District  
CC: Waitsfield Community Wastewater Project Team Members  
JB Weir, Waitsfield Planning & Zoning Admin.  
Bob Cook, Waitsfield Planning Commissioner  
Chach Curtis, Waitsfield Selectboard Member  
Robin Morris, Waitsfield Water Commissioner  
Jon Ashley, DuBois & King  
Date: September 19, 2024  
Re: Waitsfield Community Wastewater Project Update

I'm providing this update on the Waitsfield Community Wastewater Project (WCWP), a task I'm carrying out in my role as Project Coordination Team Lead (as articulated in the *Waitsfield Wastewater Project Structure & Timeline | 2024-25*, approved by the Selectboard at its meeting of 7.8.24). This update aims to ensure the Waitsfield Selectboard and Waitsfield Community Wastewater Project Team Members are abreast of project status and developments.

On 6.11.24, the voters of the Town of Waitsfield passed a bond vote for the Community Wastewater Project by a margin of 3:1. This served as a major project milestone, permitting the pursuit of federal and state funding to proceed with the project. Through the summer, the project has progressed on various fronts, moving into the final design phase and working through various design elements, property owner discussions, permitting, funding, and more.

- Design
  - The overall project design has stayed consistent: wastewater collection serving Irasville & Waitsfield Village with a multi-stage treatment and in-ground disposal of 89k gallons per day (GPD) at the town-owned Munn site.
    - Map of Estimated Project Limits for Construction is attached.
  - The WCWP Engineering Services Agreement (ESA) Amendment #3 between the Town of Waitsfield and DuBois & King (D&K) was executed on 8.29.24, which brings the project through Final Design. The project engineer's tasks included in this phase incorporate project management, topographic survey, environmental field work, geotechnical assessment, a site-specific wastewater loading test, a basis for the final design document, SBR manufacturer preselection, process and site civil design, wastewater collection system design, design of mechanical, electrical, and plumbing systems, structural design, permitting/easements, technical specifications, contract documents, an opinion of probably construction costs and a project cost summary, coordination, and attendance at various meetings.
  - A couple of highlights:
    - Munn Site Wastewater Loading Test
      - As a requirement of the Indirect Discharge Permitting process, this loading test evaluates the capacity of the Munn site to attenuate wastewater without adversely affecting the water quality of the receiving water, the Mad River. VT DEC will use the results to determine water quality discharge limitations for the proposed wastewater treatment facility. Effluent from the Waterbury Wastewater Treatment Plant will be used for the test.
      - Preparation of the Munn Site for the loading test will commence 9.21-22.24, initially consisting of tree/brush removal and test trench construction. A 21k gallon storage

tank will be delivered to the site by the end of September, with testing to occur through October and November.

- Detailed task list and map are attached.
- Topographic Surveying, Environmental, & Cultural Resources Fieldwork
  - Initial topographic surveying took place over the summer. From 9.23 to 11.30.24, additional surveying, mapping of wetlands and rare plants, and reviewing cultural resources (such as archaeologically sensitive areas and historic sites) will occur.
  - While most of the work will be in road rights-of-way, DuBois & King's field crews may be required to go onto private property in some areas. Notification of this fieldwork will be mailed to adjoining property owners throughout the project area by 9.20.
  - Sample field work notification letter and parcel map are attached.
- Permitting
  - An Act 250 Jurisdictional Determination for the project was submitted on 8.16. Discussions are ongoing with the District 5 Environmental Commission.
- Easements
  - Design details have been developed for the four pump stations, being utilized in discussion with private property owners.
- Property Owner Discussions
  - Priority Parcels
    - Outreach and discussion with project priority parcels are positive and ongoing. Most property owners have responded to the Engineering Technical Team's (ETT) initial outreach efforts, with 90% of respondents expressing interest in connecting to the proposed wastewater infrastructure.
  - Easements
    - The project design includes four pump stations to be located on private property. The ETT have been leading these property owner discussions, all of which have been overwhelmingly positive. The ETT will be providing easement recommendations to the Selectboard this fall.
- Funding
  - CWSRF Intended Use Plan
    - The FFY24/SFY25 Clean Water State Revolving Fund (CWSRF) Intended Use Plan (IUP) was finalized on 8.22. The IUP explains how the CWSRF funding capitalization grants provided by the federal government will be used to support the CWSRF program, identifying program decisions to meet requirements set by Congress in each year's capitalization grants and addressing state programmatic priorities. The IUP addresses critical program details, including discussions of Project Priority Lists and subsidies, loan forgiveness, and loan terms. The IUP's 2025 Pollution Control Priority and Planning List (aka, the Project Priority List, or PPL) lists Waitsfield's project in the fundable range, including grant eligibility for \$5,251,931 from the Pollution Control Grant program. The project's high ranking and eligibility result from MRVPD & the Town of Waitsfield's diligent efforts in meeting various funding program priorities over the past year, including affordability criteria (i.e., Median Household Income, MHI, determination).
  - ARPA VWWW
    - In mid-September, the town was notified that it was awarded \$2,508,085 in State American Rescue Plan Act (ARPA) Village Water & Wastewater (VWWW) Initiative funding. The town's selection for this funding is partly due to the project's status on the 2025 Project Priority List. This grant will pay for the entirety of the final design through biddable contract documents (ESA Amendment #3) and be available for construction. All funding must be spent by 9.30.26.
    - A grant agreement between VT DEC & the Town of Waitsfield is on the agenda for the 9.23 Selectboard meeting, which requires execution by 9.30. This is an amended version of the initial draft grant agreement, including Jon Ashley (D&K) and my suggested changes.
  - USDA RD
    - The town is seeking United States Department of Agriculture Rural Development (USDA RD) grants and loans (to be repaid by affordable user fees) to support of the project. ETT members

and I met with USDA RD staff on 9.6 and developed a pathway to submit a completed application packet in advance of their January 2025 deadline.

- CDS
  - Vermont's two senators, Sanders and Welch, accepted and put forward two Congressional Discretionary Spending requests for consideration in the FY25 Appropriations bill in support of the Waitsfield Community Wastewater Project. Unfortunately, the Senate Appropriations Committee did not approve all the proposals, and ours did not make the final cut.
  - On 9.17, JB Weir and I met with Senator Sanders' staff to discuss our application and strategize about the next steps. He shared that Senator Sanders was very impressed with the town's proposal and that the lack of funding had nothing to do with the quality of the town's application or its merits. We were encouraged to apply again next year. Further, he identified additional funding avenues and offered letters of support if we were to seek other funding options.
- Regional Project Priority
  - This month, I am drafting an application on behalf of the project for Central VT's 2025 Regional Project Priority (RRP) List, due 10.15. Regional priority projects are high-priority economic and community development projects that meet certain eligibility requirements. Such regional lists are considered living, dynamic, continually updated, and edited documents. While not funding in and of itself, federal, state, and regional entities use RPP lists to understand a region's funding needs and match federal and state funding projects.

### Near-Term Activities

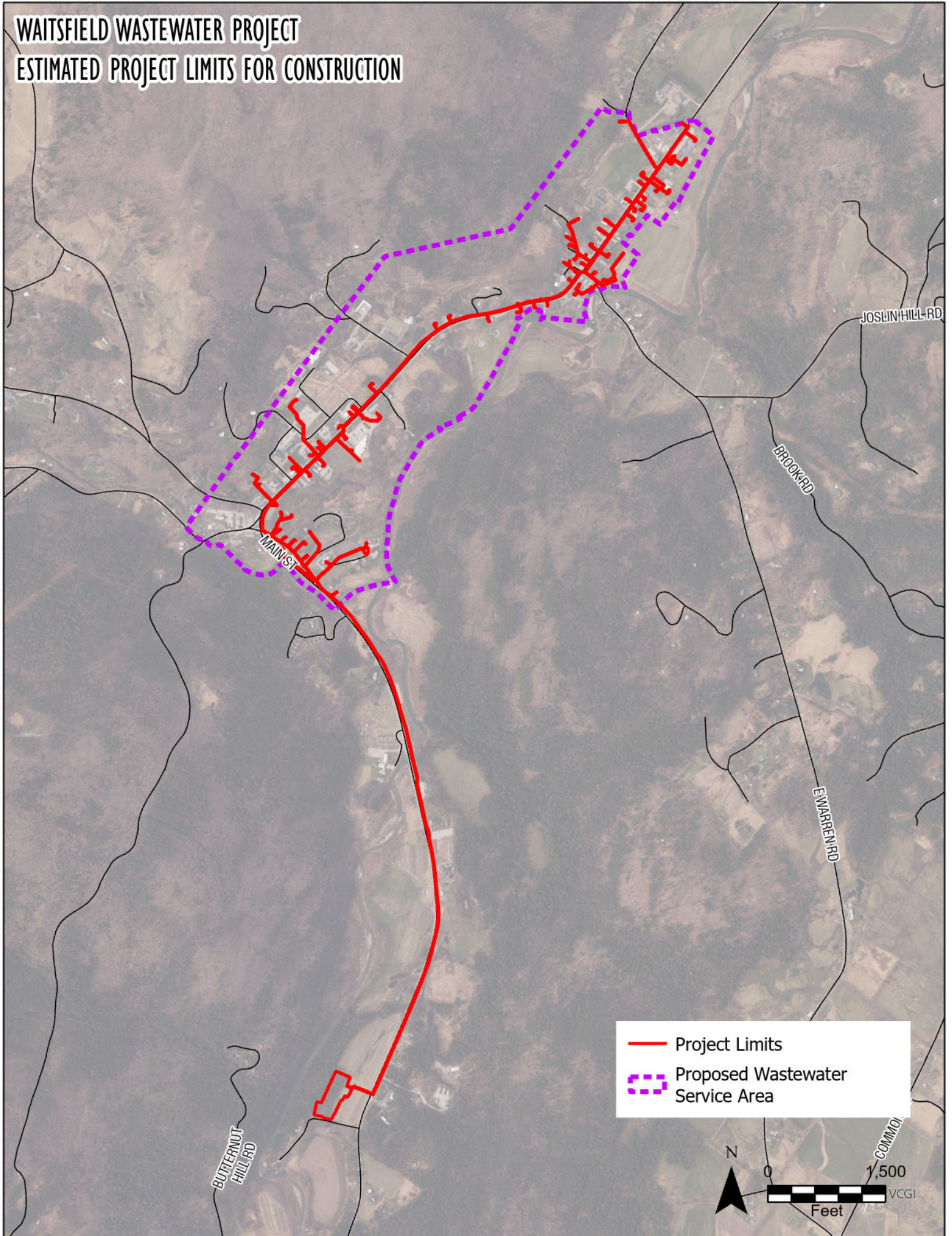
- Munn Site Wastewater Loading Test
- Topographic Surveying, Environmental, & Cultural Resources Field Work
- Continue Priority Property Owner Outreach
- Easement Recommendations
- USDA RD Application
- Regional Project Priority List
- Update WCWP content on the Town Website

### Attachments

- WCWP Estimated Project Limits for Construction Map
- WCWP Munn Site Wastewater Loading Test Task List
- WCWP Munn Site Wastewater Loading Test Map
- WCWP Topographic Surveying, Environmental, and Cultural Resources Field Work Letter
- WCWP Parcels for Field Work Notification Map



# WAITSFIELD WASTEWATER PROJECT ESTIMATED PROJECT LIMITS FOR CONSTRUCTION



<b>Town of Waitsfield Wastewater Indirect Discharge</b>			
<b>Wastewater Loading Test Tasks</b>			
<b>Task</b>	<b>Schedule</b>	<b>Responsibility</b>	<b>Notes</b>
1. Prepare QA/QC Plan for pilot testing	August 1, 2024	D&K	Completed
2. Sample effluent from Waterbury WWTP	August 1, 2024	D&K	Completed
3. Tree/brush removal and test trench construction	September 21-22, 2024	AS	
4. Collect/analyze groundwater samples from existing wells	Sept 23-27, 2024	D&K and Endyne	
5. 21k storage tank delivery to site	September 30, 2024	Rain for Rent	
6. Effluent delivery to site	October 2, 2024	Wind River/Kingsbury	
7. Pilot test start up	October 7, 2024	D&K	
8. Maintain system	October - November, 2024	D&K	
9. Collect analytical samples	October - November, 2024	D&K	
10. End test	November/December 2024	D&K	Testing duration depends on steady state conditions in groundwater
11. Reporting/Calculations	Dec 2024 - Feb 2025	D&K	

**NOT FOR  
CONSTRUCTION  
PRELIMINARY  
PLANS**

NO.	DATE	DESCRIPTION	BY	CHK'D

TOWN OF  
WAITSFIELD, VT

VILLAGE  
WASTEWATER  
PROPOSED  
DISPOSAL AREA

SHEET TITLE

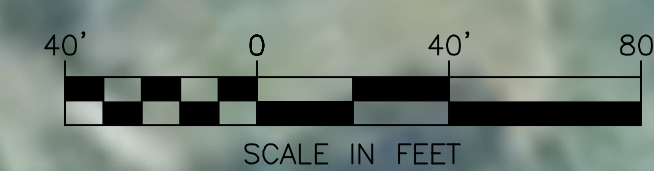
SITE PLAN

DRAWN BY	DATE
EBS	SEP. 2024
CHECKED BY	D&K PROJECT #
JBA	227947
PROJ. ENG.	D&K ARCHIVE #
SDS	

SHEET NUMBER

**C1**

SHEET 2 OF 3





September 18, 2024

*Via regular USPS*

Re: Waitsfield Community Wastewater  
Topographic Surveying, Environmental, and Cultural Resources Field Work

Dear Landowner:

I am writing this letter to inform you that we have been hired to design a community wastewater system for the town of Waitsfield. Designing a community wastewater system includes topographic surveying (which has been completed in some areas of Town earlier this year), wetlands and rare plants mapping, and reviewing cultural resources such as archaeologically sensitive areas and historic sites.

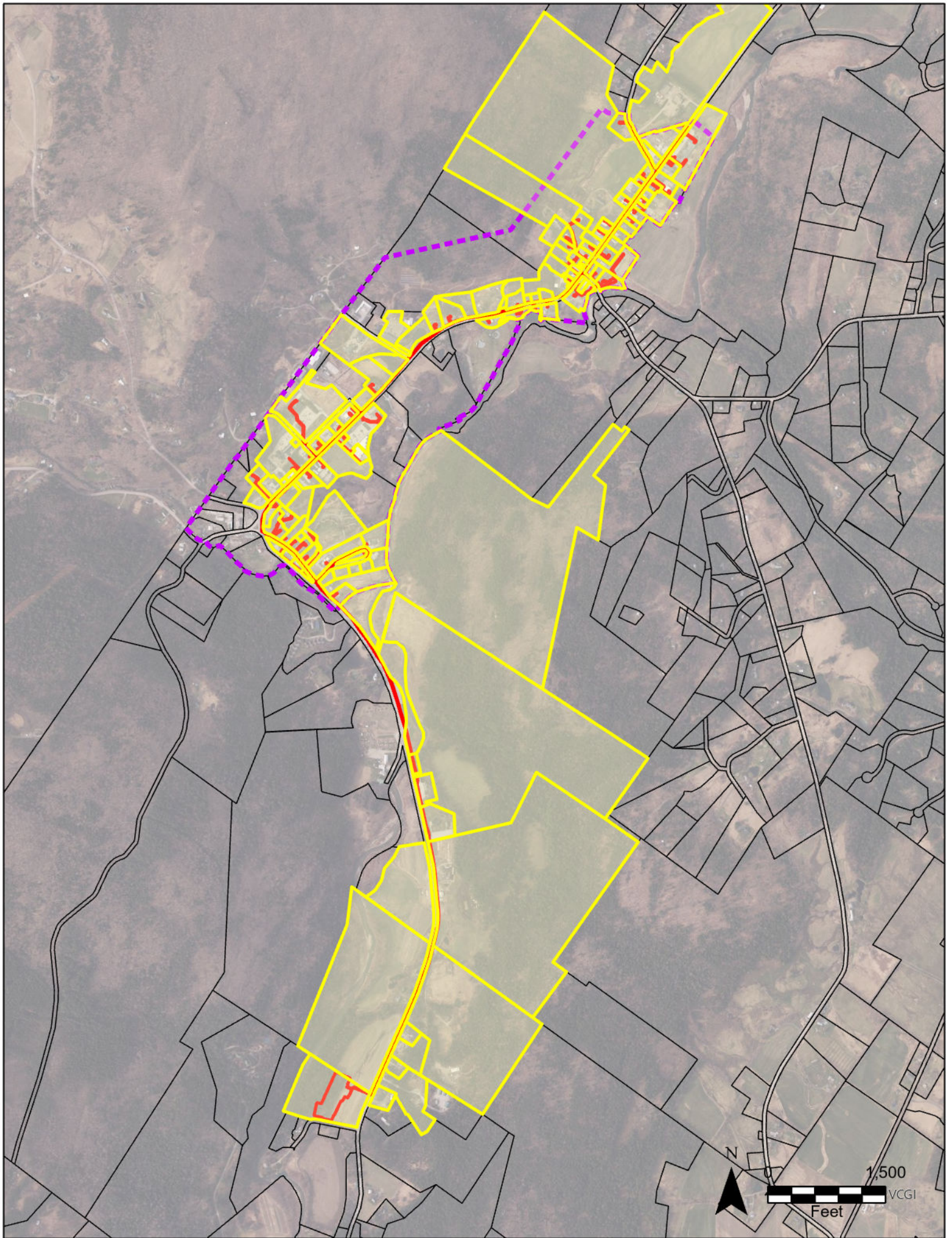
Representatives of DuBois & King will be in Town completing this field work from on or around September 23 through November 30, 2024. While most of the work will be in road rights-of-ways, the work may require our field crews to go onto private property in some areas.

If you have any specific questions or concerns regarding work in the area of your property, please contact JB Weir at the Town of Waitsfield 802-496-2218 x4.

Sincerely,  
DuBOIS & KING, INC.

A handwritten signature in blue ink, appearing to read 'Jonathan Ashley', with a stylized flourish at the end.

Jonathan Ashley  
Senior Vice President  
DuBois & King, Inc.  
28 North Main Street  
Randolph, Vermont 05060  
Office: 802-728-3376  
jashley@dubois-king.com



2024 Waitsfield Planning Commission Work Plan			
	Tasks	Project	Timeline
		<b>VILLAGE MASTER PLANNING</b>	
1	<b>Irasville Master Planning</b>	This project will incorporate the updated wetland maps and include a review of the history of planning in Irasville. Segue from the By-Laws Modernization Grant work and Wastewater project.	Begins May 8
		<b>Zoning and By-Laws</b>	
1	<b>GPOD</b>	Groundwater Protection Overlay District to be adopted to protect certain land radii around the Town aquifer off Reed Road. This is being done at the behest of the Water Commission. The PZA has drafted the ordinance for the overlay and it is currently under review by the Town attorneys.	Summer 2024 - in process
2	<b>Cannabis Land Use</b>	Land use regulation related to Act 164 (Cannabis Tax & Regulation). Cannabis cultivation, testing, warehousing, and distribution which are NOT opt-in and are also not regulated by the state as agriculture. Become familiar with the Cannabis Control Board regulations and how they affect towns.	<i>PZA recommends holding off</i>
3	<b>Limited Business District</b>	Reviewing standards and purpose. Numerous people have approached the PZA with regard to developing housing in this area. As it stands, residential development is deterred in this area. However, given the proximity to the Town's future disposal field, future phasing of the wastewater system could allow for	
4	<b>Additional Zoning Bylaws Amendments</b>	These should be guided by the most recent legislative updates as well as topics that have come up over the past few months that staff has been tracking (temporary ADUs, updates to the sign standards, definition of story, etc.). Short term rentals should be a part of this discussion. Tasks in Chapter 4 of Town Plan - Housing	
		<b>Town Plan</b>	
1	<b>Establish Framework for next Plan update</b>	What must be updated for next iteration? What should be updated? Do we hire a planning consultant?	
2	<b>Childcare</b>	Satisfy statutory requirements with regard to support of childcare	
3	<b>Energy Plan</b>	Satisfy requirements of updated Energy Plan standards	