

1 **TOWN OF WAITSFIELD, VERMONT**

2 **Selectboard Meeting Minutes**

3 **Monday, July 8, 2024**

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6 **I. Call to Order:** The meeting was called to order at 6:00 pm by Christine Parisi. The meeting
7 was held in person at the Waitsfield Town Office and remotely via Zoom.

8 **Members Present:** Fred Messer, Brian Shupe, Christine Parisi, Larissa Ursprung

9 **Members Absent:** Chach Curtis

10 **Staff Present:** None

11 **Others Present:** Karen Cetinkaya, Beth Cook (Planning Commission), AnnMarie Harmon
12 (Planning Commission, Wait House Committee), Carolyn Lessard, (MRTV)

13
14 **II. Regular Business.**

15
16 **1. Review agenda for addition, removal, or adjustment of any items per 1 VSA 312(d)(3)(A).**

17 Approval of the minutes was removed from the Consent Agenda.

18
19 **2. Public Forum.**

20 AnnMarie Harmon provided some information regarding the Wait House Committee’s work on
21 developing a rental agreement, noting that two events have been held without an agreement in
22 place and without prior Selectboard notification. Upcoming is the potential for a weekly camp
23 meeting for the summer camp program organized by the Mad River Path Association. It was
24 suggested that the Committee look at the Flemer Field Use Agreement and the Festival Permit
25 Application as potential models for a rental agreement. It was also noted that the MOU with
26 the Historical Society that previously covered such use of the barn has expired. There was
27 concurrence that an agreement, including insurance coverage requirements, should be in place,
28 and any applications approved by the Committee should be provided to the Town
29 Administrator.

30
31 **3. Liquor Permit Applications: Mad Events**

32 Carolyn Lessard and Karen Cetinkaya were present and noted that both a First Class and Third
33 Class license have already been approved. They confirmed that trained Mad Events staff does
34 the actual serving, and that the outside area will be demarcated as requested by the Liquor
35 Control Board.

36
37 **MOTION:** *Mr. Shupe made a motion to approve the Outdoor Consumption permit for Mad*
38 *Events. The motion was seconded by Mr. Messer. All voted in favor.*

39
40 **4. Consider approving statement of consent for Green Mountain Stage Race (GMSR) to use**
41 **Town roads.**

42 A letter had been received from Gary Kessler, indicating no major changes from previous years’
43 logistics for the event. Allowance for spectators was discussed, with no action felt to be
44 necessary for this aspect of the race.

45
46 **MOTION:** *Mr. Messer made a motion to approve the Statement of Consent for use of Town*
47 *Roads by the Green Mountain Stage Race. The motion was seconded by Ms. Ursprung. All*
48 *voted in favor.*

49

50 **5. Set tax rate for FY 2025.**

51 Jennnifer Petersen had provided the Board with Grand List and other related information,
52 including a reminder of consideration of penalty waivers for those not meeting the deadline for
53 Homestead Declarations.

54

55 **MOTION:** *Mr. Messer made a motion to set the FY25 Municipal Tax Rate at \$0.5865 and to*
56 *waive the Homestead Declaration penalty for FY25. The motion was seconded by Ms. Ursprung.*
57 *All voted in favor.*

58

59 **6. Review MPG contract for Village Master Planning with SE Group.**

60 Ms. Harmon indicated that the current agreement contains no substantive changes from the
61 draft presented to the Board earlier, and outlined the discussions held with SE Group ensuring
62 that the Project's intent is reflected accurately in the contract. Mr. Shupe asked about billing
63 logistics, and it was agreed that the monthly billing proposed by SE Group was acceptable
64 although the timing of reimbursement by the MPG Program may not always coincide.

65

66 **MOTION:** *Mr. Shupe made a motion to approve the contract for Village Master Planning with SE*
67 *Group. The motion was seconded by Mr. Messer. All voted in favor.*

68

69 **7. Wastewater update.**

70 Information had been received from Joshua Schwartz regarding scheduling of his time and
71 there being no need for an MOU to be established for his continued assistance with the Project.
72 It was confirmed that the MRVPD Steering Committee had agreed that an MOU is not necessary
73 at this point, but that an outline of Mr. Schwartz's scheduled time and scope of work be
74 provided, and this document from Mr. Schwartz is meant to serve that purpose.

75

76 It was noted that Sam Robinson will be assisting with outreach; Ms. Ursprung offered to help
77 with this aspect of the Project in the absence of a Town Administrator.

78

79 **8. Hiring update.**

80 The extension of the due date was noted; no updates were available other than that some
81 applications had been received.

82

83 **9. Consent Agenda.**

84 **APPROVAL:** *The Consent Agenda was approved with no objections or concerns raised.*

85

- 86 • Bills Payable and Treasurer's Warrants

87

88 **10. Selectboard Roundtable.**

89 Ms. Parisi indicated that Josh Rogers has possibly determine who hit the Meadow Road bridge
90 and damaged the railing, and that he is addressing the matter. There was a brief discussion
91 regarding assessing the condition of the bridge in general, and what portion or work needed is
92 structural vs cosmetic.

93

94 Ms. Parisi provided an update on establishing an agreement with Capital West regarding
95 payments from the Town, indicating that the resolution that was approved is basically a
96 statement of support and contains no details regarding a commitment to pay or specifications

97 from Capital West about what the intended use of the funds is and what will happen with those
98 funds should it be determined that they are not needed. There is also some question regarding
99 the determination of payment amounts based upon Grand List numbers, when there is a 60/40
100 agreement between Waitsfield and Fayston for Fire Department expenses.

101

102 It was agreed that scheduling a tour of the Fire Station and Town Garage will take place once
103 there is a new Town Administrator in place; it was indicated that Randy Brittingham is working
104 to get a contract in place for installation of the Fire Department's extractor.

105

106 **11. Executive Session.**

107

108 **MOTION:** *A motion to find that pursuant to 1 V.S.A § 313 (a) (1) premature general knowledge*
109 *of confidential attorney- client communications made for the purpose of providing professional*
110 *legal services to the public body would clearly place the public body or a person involved at a*
111 *substantial disadvantage passed unanimously.*

112 **MOTION:** *A motion to enter Executive Session pursuant 1 V.S.A. § 313 (a) (3) [Personnel] and 1*
113 *V.S.A. § 313 (a) (1F) [Confidential attorney-client communications] passed unanimously.*

114 The meeting entered Executive Session at 7:06 pm and returned to open session at 7:45 pm.

115

116 **MOTION:** *Mr. Shupe made a motion to approve Town Clerk Jennifer Peterson's request to buy*
117 *out 15 days of her vacation time, which equates to 127.5 hours at her hourly rate. The motion*
118 *was seconded by Mr. Messer.*

119

120 **V. Other Business**

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

122 **VI. Adjourn**

123 The meeting adjourned at 7:46 pm.

124 Respectfully submitted,

125 Carol Chamberlin, Recording Secretary