

TOWN OF WAITSFIELD, VERMONT
Selectboard Meeting Minutes
Monday, June 24, 2024

I. Call to Order: The meeting was called to order at 6:31 pm by Christine Sullivan. The meeting was held in person at the Waitsfield Town Office and remotely via Zoom.

Members Present: Chach Curtis, Fred Messer, Brian Shupe, Christine Parisi, Larissa Ursprung

Staff Present: Annie Decker-Dell’Isola, Wastewater Project Manager

Others Present: Mo Bonner (Addison West), Ryan Carr, Aaron Shea (Afterthoughts), Jonathan Ursprung (Planning Commission)

II. Regular Business.

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

Consideration of a Liquor License renewal and Festival Application were added to the agenda.

2. Public Forum.

Nobody requested time to address the Board.

3. Liquor Permit Applications: Afterthoughts LLC and Addison West

Mo Bonner (Addison West) and Aaron Shea (Afterthoughts) were both present, and confirmed that all employees have participated in related training requirements.

MOTION: *Mr. Messer made a motion to approve a Second Class Liquor License Renewal for Addison West and a Third Class Liquor License for Afterthoughts, LLC. The motion was seconded by Mr. Shupe, and passed unanimously.*

3A. Festival Permit Application – Music on the Green

Ryan Carr outlined that the proposal is for a gathering on the Mad River Green to take place on Wednesday evenings, with rotating musical artists and food vendors. He noted that the rest room at Three Mountain Café will be available during the events. The first event is scheduled for July 10, and the intent is to hold these events weekly through August 20, 2024. There are currently no plans for serving alcohol at these gatherings.

MOTION: *Mr. Shupe made a motion to approve the application as presented, conditioned upon notification of the Fire Department and MRVAS of the schedule, and to waive the requirement for a 30-day advance submission of the Application. The motion was seconded by Ms. Ursprung, and passed unanimously.*

Mr. Carr agreed that he will present to the Board any proposed changes to these event plans.

4. Planning Commission (PC) Appointment – Becca Newhall.

Ms. Newhall had provided an email expressing her interest in serving on the PC as well as her resume. Mr. Ursprung was present, and indicated that Ms. Newhall had attended several PC meetings and that her background would be an asset to the PC.

48 **MOTION:** *Mr. Shupe made a motion to appoint Becca Newhall to the Planning Commission.*
49 *The motion was seconded by Mr. Curtis, and passed unanimously.*

50

51 **5. MRVAS Update.**

52 Mark Giometti and Sheila Ware were present, and outlined for Board members the financial
53 challenges that MRVAS is facing, particularly regarding building up of capital funds in order to
54 enable future ambulance purchases. A written presentation was provided to the Board,
55 indicating the reasons behind the need for additional funds.

56

57 Mr. Giometti explained that the Service hopes to remain a volunteer organization, and that
58 support from the towns served will be necessary to maintain the all-volunteer status. He noted
59 that a paid service would have a much larger budget requiring even more support from the
60 towns. He outlined that the annual amount requested from each of the four towns will be
61 based upon population, and will generally be the same each year, with an allowance for some
62 fluctuation as necessary; Waitsfield's portion of the request was noted to be \$13K for the
63 upcoming budget year.

64

65 Waitsfield has continued to contribute to MRVAS annually, since they first requested a
66 donation from the towns several years ago; Mr. Giometti expressed the organization's
67 appreciation for this continued support.

68

69 **6. Wastewater update/MRVPD MOU.**

70 Annie Decker-Dell'Isola outlined the funding being applied for through Congressional
71 Discretionary Funding, for which both Senators Welch and Sanders Offices have nominated
72 Waitsfield's Project. Work continues with Representative Balint's Office as well. She also
73 provided an update on the upcoming CWSRF loan application for continued design work, noting
74 that a new Engineering Services Agreement will be needed for the final phase and DEC review.
75 The new funding formula has not yet been published by DEC, but Ms. Decker-Dell'Isola
76 indicated that a \$100K cap is likely on forgivable loans for the 30% phase and a higher limit on
77 the 100% design phase. Finally, she noted that USDA funds are also being pursued and that
78 some of the Town's ARPA funds have been set aside for use if needed for the Project. These
79 monies will enable reaching 50% design, at an opportune time of year for related field work.

80

81 Mr. Curtis explained that no action is required at this time, but approval of the next Engineering
82 Services Agreement will be forthcoming.

83

84 Project management moving forward was discussed, as Ms. Decker-Dell'Isola will no longer be
85 serving as PM and Joshua Schwartz is back from his sabbatical. It was agreed that Mr. Schwartz
86 will be needed for assistance in a funding coordination role as well as for some general project
87 coordination, but that his time commitment will be less than earlier in the Project. Because his
88 time will be more in line with what the PD historically provides to towns, it was agreed that
89 another MOU is likely not necessary at this point, although an outline of the expectations of the
90 work to be undertaken would be beneficial.

91

92 Board members thanked Ms. Decker-Dell'Isola for her efforts related to the Project, both as
93 Town Administrator and as Project Manager.

94

95

96 **7. Hiring update.**

97 Mr. Shupe reported that VLCT had experienced some technical issues, leading to a need to
98 repost the position with an extended deadline; VLCT will prescreen any applications that are
99 submitted. Ms. Parisi will forward Town Administrator applications received through Indeed to
100 VLCT; those for the Treasure position she will disseminate to the Board for potential interview
101 scheduling.

102

103 **8. Selectboard Priorities**

104 Rick McGuire (VLCT) has requested that the Board provide an outline of priorities for the
105 upcoming three to five years, for use in evaluating potential candidates for the Town
106 Administrator position. The Work Plan in place was reviewed by the Board, with it noted what
107 items have been accomplished and what should move higher in the priority list. It was agreed
108 that some items might be addressed before there is a new Town Administrator in place.

109

110 Mr. Shupe offered to update the plan/spreadsheet, and asked that Board members let him
111 know of any items they would like to add to the list.

112

113 Information had finally been received from Capital West regarding the Town's payments to that
114 fund; the most recent payments have been put in reserve rather than sent to Capital West as
115 the Town was waiting to establish an MOU with Capital West and receive more detailed
116 documentation of how the money is being invested and what the capital expenditure amounts
117 and schedule will be. It was noted that there is also now Congressional discretionary funding
118 available for the communications services provided by Capital West, and so it is unclear if the
119 funds scheduled to be provided by towns is still necessary. Ms. Parisi offered to follow up with
120 Scott Bagg of Capital West on this matter.

121

122 **9. Consent Agenda.**

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

124

- 125 • Approve Minutes of 6/3/2024
- 126 • Bills Payable and Treasurer's Warrants
- 127 • Acknowledge Selectboard Chair signature Municipal Energy Program mini-grant award
128 agreement

129

130 **10. Selectboard Roundtable.**

131 Mr. Messer made note of the Meadow Road Bridge appearing to have been damaged; the
132 railing is broken, as is the cement curbing, and guardrails have been pushed out of place. He
133 also indicated that the weight standards are exceeded regularly, and suggested that bridge
134 repairs, as well as consideration of adjusting the abutments to reduce the pinch point created
135 for the river, be something that the Board looks into.

136

137 Mr. Messer noted that both the Wait House Committee and the Historical Society have been
138 busy, and accomplishing several tasks.

139

140 Mr. Shupe, following up on the Board's site visit to the Fairgrounds property, noted that a
141 license agreement with the goat herding organization that is active on the site would be
142 beneficial. He will draft something for consideration at the next Board meeting.

143

144 **11. General updates – July 8th Bridge Street Cleanup**

145 It was agreed to coordinate getting the benches out of storage and in use in time for July 4.

146
147 The graffiti recently discovered on the covered bridge abutments was discussed, and it was
148 agreed to leave what exists alone, due to concerns regarding the toxicity of applying paint at
149 the river’s edge as well as not wanting to create a blank slate for further graffiti.

150

151 **12. Executive Session.**

152

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

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

159 The meeting entered Executive Session at 8:13 pm and returned to open session at 8:42 pm.

160

161 No further action was taken.

162

163 **III. Other Business**

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

165 **IV. Adjourn**

166 The meeting adjourned at 8:42 pm.

167 Respectfully submitted,

168 Carol Chamberlin, Recording Secretary