

1 **TOWN OF WAITSFIELD, VERMONT**
2 **Selectboard Meeting Minutes**
3 **Monday, January 6, 2025**
4 **Draft**
5

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

7 **Staff Present:** None

8 **Others Present:** Miles Jenness, Alice Peal
9

10 **I. Call to Order:** The meeting was called to order at 6:30 pm by Christine Parisi. The meeting
11 was held in person at the Waitsfield Town Office and remotely via Zoom.
12

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

14 Approval of the annual Mileage Certification was added to the Consent Agenda. Approval of
15 the Minutes of 12/16/24 was removed from the Consent Agenda.
16

17 **2. Public Forum.**

18 Nobody present requested time to address the Board.
19

20 **II. Regular Business.**
21

22 **1. Appoint Vee Lynch to Wait House Commission.**

23 Mr. Messer explained that Ms. Lynch had been interviewed by Commission members, who
24 support her appointment.

25 **MOTION:** *Mr. Messer made a motion to appoint Vee Lynch to the Wait House Commission. The*
26 *motion was seconded by Mr. Shupe, and passed unanimously.*

27 **2. Mad River Path (MRPA)/Wait House Lease discussion.**

28 Board members discussed their concerns regarding the use of areas at the Wait House being
29 used for storage; currently the MRPA is using an area for storage, and other tenants have
30 expressed an interest in leasing storage space. It was agreed that, should storage space be
31 leased, parameters need to be established. As Misha Golfman was not available to attend this
32 meeting, it was decided to postpone further discussion until an upcoming meeting.
33

34 Mr. Messer pointed out that only the Waitsfield Historical Society has signed a new lease; none
35 of the other tenants have submitted their agreement.
36

37 **3. FEMA/Flood Recovery Update.**

38 Mr. Shupe reported on meetings with FEMA representatives, noting that bridge inspection took
39 place recently and that the matter of the Meadow Road bridge coverage is still in discussion.
40 He noted that attention is being paid to upcoming submission deadlines.
41

42 **4. Covered Bridge Update.**

43 Miles Jenness had provided an email updating the Board on the bridge work progress, and was
44 available at the meeting. He noted that the structural work had been completed, that some
45 additional damage/rot had been discovered and addressed, and that there was likely one more

46 day of work requiring that the bridge be closed. Mr. Jenness will be waiting for a break in the
47 weather to address the roofing work, which he can finish without closing the bridge again; it
48 was confirmed that he would be able to leave the staging in place until the roof work is
49 completed.

50

51 Mr. Shupe noted that he will follow up regarding insurance coverage.

52

53 The potential for installing some type of preventative structure/mechanism was discussed. Mr.
54 Jenness indicated that he has had related conversations with the Covered Bridge Society and
55 VTrans, noting that there may be liability issues related to the installation of a 'headache' bar.
56 It was agreed that this matter will be taken up at a future Board meeting.

57

58 **5. Budget.**

59 Mr. Shupe had provided a spreadsheet of a first budget draft for several of the Town
60 Departments. He noted that no salary information had yet been updated.

61 The following was noted during a discussion:

- 62 • 2025 is not a big election year
- 63 • Auditing service figures need to be confirmed
- 64 • It is anticipated that legal expenses can be level funded
- 65 • Insurance costs need to be confirmed
- 66 • Special services covers keeping an engineer on retainer for Town projects
- 67 • Clerk and Treasurer expenses to be level funded; likely no filling of an administrative
68 assistant position at this time
- 69 • Other information still needs review, such as Cemetery Commission expenses and
70 Special Appropriations
- 71 • Discussion of Fire Department vehicle purchases and availability of reserve funds
- 72 • Town Administrator salary not yet determined
- 73 • An increase in the Selectboard stipend, in order to be compatible with neighboring
74 towns
- 75 • Planning and Zoning
 - 76 ○ Special planning projects covers a \$5K match for Irasville work
 - 77 ○ Equipment needs up to cover a likely computer replacement
- 78 • Confirmation needed regarding a Lister's computer
- 79 • Conservation special projects
- 80 • Invasive Species Reserve should reflect true reserves
 - 81 ○ Funds needed in reserve for ash borer work
 - 82 ○ Knotweed work likely should be budgeted as a general budget allocation, not
83 passed through a reserve fund

84

85 Next the Capital Improvement Plan was reviewed, with the following noted:

- 86 • A new Gravel Reserve was added last year
- 87 • Projections for upcoming years and inclusion of inflation adjustments has not yet taken
88 place
- 89 • This draft outlines an \$85K increase in allocations
- 90 • The cost of adding the Slow Road to this summer's paving has not been determined

- 91 • Logistics of using CDs for investing Reserve funds was discussed and noted to likely be
92 an unwieldy process
- 93 • Removal of the Road Department chipper purchase, as that will be part of the FY26
94 Operating Budget
- 95 • Road Department and Paving Plan
 - 96 ○ Inclusion of an increase of \$80K to the Road Department Vehicle Reserve to
97 allow for purchase of a truck ahead of schedule
 - 98 ○ Delivery schedule for vehicles ordered and to be ordered in coming year to be
99 reviewed
- 100 • Discussion of undesignated fund balance being applied to Reserve Funds

101

102 It was noted that Actuals for the current year should be available for the next budget
103 discussion, as well as confirmation of Reserve Fund balances.

104

105 The logistics and timing of publishing a Budget and Town Meeting Warning, along with the
106 upcoming Selectboard schedule, were discussed. The January 27 meeting is intended to be the
107 point where everything will be finalized and approved for warning.

108

109 **6. Selectboard Roundtable.**

110 It was noted that Tripp Johnson had stepped down as Fire Chief, and that Jared Young is now
111 the Chief; it was discussed that some questions need to be answered regarding some insurance
112 coverage related to this matter.

113

114 **6A. Approval of Minutes**

115 Ms. Parisi noted the times which needed to be included in the Minutes of December 2 and
116 December 16, 2024.

117

118 Mr. Messer pointed out a correction needed for the Minutes of December 16, 2024. Those
119 Minutes were amended and approved.

120

121 Board members indicated that it was fairly certain that the Hoffman dogs were no longer in
122 Waitsfield. Ms. Parisi will look into obtaining confirmation between attorneys that the matter
123 has been resolved.

124

125 **7. Consent Agenda.**

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

127

- 128 • Bills Payable and Treasurer's Warrants
- 129 • Approve Minutes 12/2/24
- 130 • Approve annual Mileage Certification for filing with VTrans

131

132 **8. Executive Session.**

133 **MOTION:** *A motion to find that premature general knowledge of confidential attorney- client*
134 *communications made for the purpose of providing professional legal services to the public body*
135 *would clearly place the public body or a person involved at a substantial disadvantage passed*
136 *unanimously.*

137 **MOTION:** *A motion to enter Executive Session pursuant 1 V.S.A. § 313 (a) (3) [Personnel] passed*
138 *unanimously.*

139 The meeting entered Executive Session at 7:45 pm and returned to open session at 8:34 pm.

140

141 **III. Other Business**

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

143 **IV. Adjourn**

144 The meeting adjourned at 8:34 pm.

145 Respectfully submitted,

146 Carol Chamberlin, Recording Secretary