

1 **TOWN OF WAITSFIELD, VERMONT**  
2 **Selectboard Meeting Minutes**  
3 **Monday, April 24, 2023**  
4

5 **I. Call to Order:** The meeting was called to order at 6:30 pm by Brian Shupe. The meeting was  
6 held in person at the Waitsfield Town Offices and remotely via Zoom.

7 Members Present: Chach Curtis, Fred Messer, Brian Shupe

8 Staff Present: Randy Brittingham, Town Treasurer

9 Others Present: Mo Bonner, Mimi Buttenheim, Bryce Douglas (MRVTV), Malcolm Piper,  
10 Courtney Spaulding, Ed Spaulding, Todd Warnock

11  
12 **II. Regular Business.**  
13

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

15 Two items were removed from the consent agenda.  
16

17 **2. Public Forum.**

18 Ed and Courtney Spaulding inquired about progress on the issues they had brought before the  
19 Board. Mr. Shupe explained that it had been intended to discuss these matters during  
20 Executive Session at tonight's meeting, but that due to staffing and attendance issues, the  
21 discussion would be postponed.  
22

23 **3. Consider Liquor License applications for Toast and Eggs, Mad River Inn, and Mad River**  
24 **Distillers (in-person as is the Selectboard's policy for new businesses).**

25 Malcom Piper (Toast and Eggs) and Mimi Buttenheim (Mad River Distillers) were present; no  
26 Board members raised any questions or concerns regarding their license renewals, and both  
27 applicants indicated that things were going well.  
28

29 **MOTION:** *A motion to approve the renewal of a 1<sup>st</sup> Class Liquor License and Outside*  
30 *Consumption Permit for Toast and Eggs and a 1<sup>st</sup> Class and 3<sup>rd</sup> Class Liquor License for Mad*  
31 *River Distillers was made by Mr. Messer. The motion was seconded by Mr. Curtis. All voted in*  
32 *favor.*  
33

34 **4. Review FY23 Quarter 3 Budget Status.**

35 Randy Brittingham had provided a report, highlighted some of the items from that report, and  
36 answered questions from Board member, noting:

- 37 • An increase in interest income
- 38 • Continued increase in Zoning revenue
- 39 • An increase in dog impoundment fees
- 40 • Legal and auditing costs likely to be close or slightly over budget
- 41 • Road Department will be close to budget
- 42 • Water Commission CD investments will likely see an increase in interest income
- 43 • The timing of school tax payments was clarified
- 44 • Progress of ARPA fund dissemination

- 45 ○ Working to ensure that all checks and balances are in place for ARPA money
- 46 being spent as approved
- 47 ○ Postponed dissemination of funds for those ARPA awards that were contingent
- 48 upon receiving additional funding
- 49 ● An RFP will be developed for banks interested in providing services to the Town

50

## 51 **5. Consent Agenda.**

52

53 **MOTION:** *A motion to approve the consent agenda, consisting of the items listed below, passed*

54 *unanimously.*

55

- 56 ● Bills Payable and Treasurer’s Warrants
- 57 ● Approve liquor license renewals
- 58 ● Approve MOU with UVM for Knotweed Interns
- 59 ● Approve General Wait House tenant request to paint office

60

## 61 **5A. 2023 Gran Fondo request**

62 Mr. Messer requested that the application include the addition of other emergency services to

63 be notified of the event, specifically MRVAS and the Town’s Emergency Management Director

64 and Coordinator. Mr. Warnock indicated that MRVAS had been notified, as well as the

65 Washington County Sheriff Department, and that he would include both these organizations as

66 well as the Town’s Emergency Management officials on the list.

67

68 **MOTION:** *A motion to approve the Gran Fondo request, contingent upon notification of MRVAS,*

69 *Waitsfield’s Emergency Management Director and Coordinator, the Waitsfield Fayston Fire*

70 *Department, the local constable, and the County Sheriff to notify them of the event and*

71 *coordinate accordingly was made by Mr. Messer. The motion was seconded by Mr. Curtis. All*

72 *voted in favor.*

73

## 74 **5B. Approval of the minutes of 4/10/2023**

75 The minutes of April 10, 2023 were amended and then unanimously approved.

76

## 77 **6. Selectboard Roundtable.**

78 Mr. Messer noted that the Town Garage assessment RFP was not on the agenda, and that the

79 document should be reviewed at an upcoming meeting. Mr. Brittingham noted that the

80 request is currently being drafted. It was indicated that this project may qualify for use of ARPA

81 funding. Mr. Shupe suggested that a site visit be scheduled for Board members.

82 Mr. Shupe indicated that he is working to coordinate returning the benches to Bridge Street.

## 83 **7. Town Administrator’s Updates.**

84 Mr. Shupe noted the items included in Ms. Decker-Dell’Isola’s written report.

## 85 **8. Executive Session.**

86 **MOTION:** *A motion to enter Executive Session pursuant to 1 V.S.A. § 313 (a) (2) [Real Estate]*  
87 *and 1 V.S.A. § 313 (a) (3) [Personnel] passed unanimously.*

88

89 The meeting entered Executive Session at 6:54 pm and returned to open session at 7:40 pm.

90

91 **MOTION:** *Mr. Curtis made a motion to approve spending up to \$7,500 of available ARPA funds*  
92 *to cover additional engineering outside of the current scope of work with D&K. Mr. Messer*  
93 *seconded. All voted in favor.*

94

### 95 **III. Other Business**

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

### 97 **IV. Adjourn**

98 The meeting adjourned at 7:40 pm.

99 Respectfully submitted,

100 Carol Chamberlin, Recording Secretary