

Minutes of the Select Board  
Monday, July 1, 2024  
28 North Main Street and via zoom

**Attendance:** Kane Sweeney, Roger Clapp, Alyssa Johnson, Ian Shea, Tom Leitz, Karen Petrovic

**Public Attendance:** ORCA Media, Chris Viens, Kati Gallagher, Bette Lewicki, Christie Nold, Herschell Murry, Christopher Bird, P H Flanders, Lisa Scagliotti Waterbury Roundabout, Doug Gleason, Rachel Muse, Owen Setti-Ducati Revitalizing Waterbury, Richard Cohen, Rachel Campbell, Rachel Feldman, Andrick Deppmeyer, Tessa Yip, Mal Culbertson, Billy Vigdor, Joe Camaratta, Evan Hoffman, Dana Allen, Brendan Shea, Chiyomi McKibbin, Christian Meyer CVRPC, Mike Hedges

**ZOOM:** ORCA Media, TLeitz789, Amy Marshall, Elisabeth Walton, Mark Frier, Carrie, Katherine Walker, Angie Harbin Downstreet Housing, Dani Kehlmann, Sabrina Abair, Pegeen Mulhern, Robbie Adler, Bryan Farnsworth

R. Clapp called the meeting to order at 7:00pm

**Approve Agenda:** A. Johnson moved to approve the agenda with the addition of a Catering Permit for the Annual Stowe Street Arts Fest Friday Night Block Party. Outdoor event with full perimeter fencing. Draft and Can beer/canned wine/ready to drink cocktails in can. Staff at each door wrist banding and floating security for WYC LLC 7/12/2024 5:00pm – 10:00pm at 5 Pilgrim Park to be added to the consent agenda. K. Sweeney seconded the motion, a vote was held and passed unanimously.

**Consent Agenda Items:** A. Johnson moved to approve the consent agenda as amended. I. Shea seconded the motion, K. Sweeney will abstain as he is an employee of WYC LLC. A vote was held and passed 4-1.

**Public:** H. Murry asked permission to speak as a Stowe resident; permission was granted. H. Murry is an officer of FoRWARD a nonprofit organizational network. The Waterbury Dog Park is planning to disband and there are funds in the account with FoRWARD. There is approximately \$3,300 in the account that will need to be turned over to whoever will maintain the park now.

M. Bard stated the Rotary would like to organize a Waterbury Community Camera project. A long-term view of people in the Community. Organizers are planning to install a concrete base, placed in the ground near the Winooski Street bridge. Objective is to create a historical record of the river as well as promote tourism. A. Johnson stated the Zoning and Public Works Department should be consulted.

R. Clapp has been asked to moderate a candidates' forum on Wednesday July 17<sup>th</sup>; this will not be a Town sponsored event. R. Clapp has agreed to do this as part of best practices advised by VLCT. He invites anyone who has questions to send them to him.

**Consider Board Appointments:**

R. Cohen introduced himself to the Board, stated he needs some friends as he is new to the area, he resides in Duxbury. R. Cohen spoke of his strengths to serve on the Board as outlined in his application and resume.

**M. Bard made a motion to appoint R. Cohen to the Conservation Commission for a term ending April 30, 2025. The motion was seconded by K. Sweeney, a vote was held and passed unanimously.**

R. Campbell has a Master's degree in Environmental Law and lives in Waterbury. While attending college she thought she would stop climate change.

**M. Bard made a motion to appoint R. Campbell to the Conservation Commission for a term ending April 30, 2026. The motion was seconded by I. Shea, a vote was held and passed unanimously.**

C. Nold and her family are new to Waterbury having moved from Burlington to be closer to where they recreate. The Waterbury Library has become a place she recently visits with her young family. She is excited about new regulations for 12-year-olds to be able to check out books. She appreciates that librarians often must go well outside the scope of their work to serve the community. She is particularly interested in the Waterbury Library's recent outreach to Washington County Mental Health.

K. Walker spoke on behalf of herself, she is not speaking on behalf of the Library Commission. K. Walker has known E. Mooney for 15 years. E. Mooney is an English teacher in public school. E. Mooney is level headed, knows literature, and has been a member of the community for many years.

The Select Board will table a decision on the appointment until the Library Commission has an opportunity to meet and be consulted on the candidates.

B. Lewicke stated after last year's flood she was called by the Red Cross in her capacity as a volunteer to ask if there were mental health workers available to assist. She does not have experience with a lot of the aspects of Disaster relief but she brings a unique experience in the mental health and reactions to a disaster.

**A Johnson made a motion to appoint B. Lewicke to the Natural Disaster Preparedness Committee for a term ending April 30, 2026. The motion was seconded by K. Sweeney and passed unanimously.**

**Housing Trust Update (Downstreet Housing):** A. Harbin stated she and T. Leitz have been brainstorming ways to create a Housing Trust for Waterbury. The current program for Waterbury has been fully subscribed for this year with no current additional funding. The Green Mountain Home Repair (GMHR) fund, 80% of area median income or less with health and safety improvements to an owner-occupied home. VT has some of the oldest housing stock in the country. Downstreet is working with Barre to bring that threshold up to 120% of the median income to be used for home repairs. The City of East Montpelier has funds available for homeowners. The City of Montpelier also has funds that are currently being managed by Downstreet. A. Harbin is happy to discuss other funding options and having Downstreet take the lead on moving those grants/loans moved forward. Getting started is quite the lift which is why Downstreet is working with Cities and Towns to get programs started. M. Bard asked about the SB involvement in the loan processing. A. Harbin stated Downstreet would work with the Town to determine the criteria and administer the loans. A. Johnson asked A. Harbin to speak on homeownership programs that Downstreet is currently offering and also what she believes is a gap in what is already being offered. Downstreet shared equity model, permanently affordable home ownership, when they purchase a home, they purchase at appraised value. There is a one-time down payment assistance, in exchange when they sell the home, Downstreet receives 25% of the equity of the sale price of the home while 75% of the increase value stays with the home to make it affordable for the next homeowner. There are approximately 10 turnovers each year. 3-4 from the State each year; the same number of turnovers each year. Because there currently isn't inventory for homeownership, Downstreet is working with Montpelier now to construct 4 new homes as part of this program. A. Harbin stated the Town would need to drive the decisions about how a housing trust would be used based on where Waterbury sees they lack assistance. A. Harbin stated Downstreet will embrace whatever decision the Town believes they want to funds to be used while focusing on low to median income individuals. Shared equity housing receives an initial tax break when purchasing, she believes homeowners are subject to property taxes at the full appraised value. T. Leitz and M. Bishop met with the Vermont Fire Marshall; new ADU's

are subject to meet the Life safety code requirements. If you're building new, this is typically not an issue. If you're converting an older home and the ADU is attached the entire home is subject to the code requirements but it's not believed these are overwhelming to accomplish. J. Camaratta stated he believes its more reasonable to build inventory by way of apartments than housing purchase assistance.

**Phase 1 Bylaw Update Public Hearing (continued from May 20<sup>th</sup>; consider adoption): K. Sweeney moved to adopt the Zoning Bylaws as recommended by the Planning Commission. M. Bard seconded the motion.** A. Johnson thanked the members of the Committee and staff for their dedication to the work. R. Clapp asked for a review on the new regulations in 6 months to ensure the DRB is able to implement these rules outside of crisis. D. Allen acknowledges that no rules are perfect, they are the best effort and may fully require amendments as needed. **A vote was held and passed unanimously.**

**Phase 2 Bylaw and Town Plan Timeline:** D. Allen spoke of the timeline and prioritizing the Town Plan that must be completed by 2026. There is a process of planning, outreach, Committee discussions, outreach survey, drafting a new town plan, Select Board check ins, public hearings and CVRPC review. This was included on the agenda packet labeled as "Dana's version". Much needed technical amendments to the current document. There are far fewer districts, however, there is a lot of language missing from the document. The Planning Commission would like to ask the Select Board to consider funding for a consultant such as SE Group to assist with outreach tasks later this year or in the new year because of the limitations of available grants at this time. A. Marshall-Carney stated the Conservation Commission is also in need of consultant funds and hopes the objectives of that board don't interfere with those of the Planning Commission. D. Allen stated this is really worthwhile to know and suggests more Board roundtable discussions between the Boards. R. Clapp asked for consideration on the timeline to be made to utilize grant funds in order to save taxpayer funds.

**CVRPC Bike Share:** C. Meyer spoke in behalf on CVRPC who is applying for a scope study of a bike share program. This has spurred from the Montpelier E-Bike Lending Library. He is here to ask Waterbury for a cost share in the amount of \$3,000 to assist in funding the study. K. Sweeney asked to clarify what types of bikes this study is for. It was stated this program is designed to implement the project once a determination of bikes is most useful such as cargo bikes, bikes with trackers, or electric bikes. The idea of this program is that it is run with a sponsor for affordability. M. Bard asked why other communities such Waitsfield were not asked for funds. The corridor that is being explored is Barre to Waterbury which does not include Waitsfield or other valley towns. I. Shea has reservations about unexperienced riders being on Route 100 or Route 2 which lies in the corridor being discussed. K. Sweeney has reservations because he thinks asking tax payers to commit \$3,000 to a study when we are faced with increased property taxes, increased grocery bills and now .50 cents to ride a bike. R. Clapp has asked if CVRPC has reached out to WATA to see if they would be interested in partnering with CVRPC on the cost sharing on this study. A. Johnson sees a value in collaborating with regional partners because there are other regional needs and Waterbury is being asked for 5% of the total cost of the study which is a small price and one that Waterbury alone would likely not undertake. T. Leitz asked if a committee would be formed and if so, would Waterbury have a seat which is encouraged. There is still time for the Town to consider this opportunity, a decision would need to be made by early August. **M. Bard made a motion to defer a decision until we have more public information and CVRPC can get additional information on other funding resources. K. Sweeney made a friendly amendment that this be revisited at the meeting of August 5, 2024. K. Sweeney seconded the motion, a vote was held and passed unanimously.**

**Gaza Ceasefire Resolution:** K. Sweeney introduced an updated Resolution for the Board's consideration. There were 70 signatures on a petition presented to the Clerk by Mal Culbertson. K. Sweeney read the Resolution aloud; see attached as it was updated from the previously published copy. R. Cohen was given permission to speak as a Duxbury resident and stated he encouraged the Board to take time to publish the updated version of the Resolution before they take action. C. Viens stated in his experience as the Board Chair when the Declaration of Inclusion was adopted, the Declaration of Inclusion already adopted states Waterbury is a Town of inclusion and it is not necessary to take up this issue. A. Marshall-Carney asked if this document sets a precedence for the Town that should be taken into consideration when making a decision to sign and/or adopt it. R. Clapp stated he personally is not interested in taking up foreign politics here but believes the public has expressed their opinion to do so. M. Bard does not feel this is Town business and should not be taken up by the Town. M. Culbertson stated the numbers used in the document come from Al Jazeera English. M. Culbertson stated she thinks it is important to understand the scale of the situation in Gaza. M. Culbertson stated the Board is the place for residence to take issues they want action taken on. The Waterbury Anti Racism Correlation (WARC) was not the originator of this Declaration; however, they did assist in outreach for the signatures of the petition. M. Bard stated 70 signatures is a fraction of our population in Waterbury. C. Nold stated she signed the petition and the Declaration of Inclusion was a reason for her family to choose to move to Waterbury. She also stated the last ceasefire was the last time there was a release of hostages. R. Feldman from Cabot was given permission to speak; she is Jewish and asked the Board not to sign the Resolution. She stated the Jews of Vermont and Jews of America which is 2% of the population and signing this resolution sends a message that Jewish people in Vermont are not welcome. B. Vigdor stated VT Statutes states the Board does not have the authority to take action on this Resolution and suggests the Board ensure they do have right to take this action before they proceed. D. Kehlmann thanked the Board for having this conversation and appreciated that she is no longer sitting in the seat as a Select Board member. She doesn't feel she was informed enough to take on such an issue as a Select Board member. E. Walton stated she also feels the board should not take on such a weighty subject. T. Yip respected it takes a lot of courage to talk about such issues and appreciates and recognizes this may just be symbolic gesture to adopt a Resolution. C. McKibbin thanked the board for their time to listen to everyone but asked that we put the banner to work and actually condemn racism by adopting this Resolution. B. Shea stated his emails to our State Senators didn't have any impact but believes a letter from the Board will garner more impact. The question was posed if the Town would consider having a ballot question in November. K. Petrovic stated she would not appreciate having a Special Town Meeting in November when it is a Presidential Election. I. Shea proposed a rewrite that is more in line with the comments tonight and the passion on both sides of the topic. M. Bard stated drafting a new document will not change his mind about this topic. A. Johnson stated this is hard and wonders what the next step is. A. Johnson has offered to work with I. Shea to draft something different than the proposed resolution. R. Clapp stated T. Leitz suggestion of changing the language from Town of Waterbury to Waterbury Select Board and B. Vigdor wondering if the board even has the authority to act on this issue are compelling questions.

**Special Event Permit Antique Car Show:** K. Sweeney moved to grant the Antique Car Show their Special Event Permit. I. Shea seconded the motion. M. Bard made a friendly amendment to make the approval contingent on a Festival Permit. A vote was held and passed unanimously.

**Entertainment Permit TURNmusic / Pheonix Gallery:** T. Leitz stated the organizers are working with the Zoning Administrator to rectify the need for a change of use permit and the Board should consider these Entertainment Permits to bridge the gap needed for advertised events. **A. Johnson moved to approve Entertainment Permits for July 19, July 19-20 and August 23, 2024. I Shea seconded the motion, a vote was held and passed unanimously.**

**Sale of Fire Truck to Montpelier:** In March the voter approved the purchase of a new fire truck which should be delivered soon. The truck it was planned to replace has been on loan to Montpelier since the RK Miles fire. The value of the truck has been determined at \$150,000, the truck could be put out to bid however staff recommendation is to sell the truck to Montpelier as they are mutual aid to Waterbury. **M. Bard made a motion to approve the sale of the fire truck to the City of Montpelier for \$150,000 with the Waterbury Fire Chief's approval. A. Johnson seconded the motion, a vote was held and passed unanimously.**

**Next Meeting Agenda:**

Continue discussion of the Trust Fund  
Housing Task Force (15 minutes)  
move Noise Concerns to August 5<sup>th</sup>  
Bike Share August 5<sup>th</sup>  
Financial Data

**Executive Session:** A. Johnson moved to enter executive session to discuss a personnel issue along with the Municipal Manager T. Leitz. K. Sweeney seconded the motion, a vote was held and passed unanimously.

**A. Johnson made a motion that premature public knowledge of a real estate transaction will clearly place the town at a substantial disadvantage. K. Sweeney seconded the motion, a vote was held and passed unanimously.**

**A Johnson moved to enter executive session to discuss pending real estate matters along with the Municipal Manager T. Leitz. K. Sweeney seconded the motion, a vote was held and passed unanimously.**

**Adjourn:** The Board exited Executive Session at 10:15pm having taken no action. There being no further business the meeting was adjourned.

**TOWN OF WATERBURY VERMONT**  
Application Form for Town Commissions, Boards, and Committees

*Please submit your application to **one** of the below:*

**In person or by mail:** Board Search, Town of Waterbury, 28 N. Main St. Waterbury, VT 05676 or **by email** to: [karen@waterburyvt.com](mailto:karen@waterburyvt.com)

**Please supply the following information:**

1) Review the scheduled meeting day/time of the Commission, Board, or Committee along with the length of the term of the position. Will you be able to regularly make the meetings? Y / N Will you be able to serve for the term of the position? Y / N

2) Please introduce yourself to the Selectboard by providing a one page cover letter detailing your background, experience, and interest in the board/commission/committee you are applying for. A 1-2 page resume is optional.

**Name of Applicant:** Richard Cohen

**Date:** 6/26/24

**Phone Number:** 516-317-4253

**Email Address:** Richcohen57@gmail.com

**Name of Commission/ Board/ Committee and term (if known):**

Conservation Commission

**How many years have you served on this Committee?** 0 Years

**If you serve on another Commission/Board/ Committee, please indicate which one(s):**

N/A

**If you were referred or recommended for this position by someone, please share that reference's name and contact information.**

N/A

**Waterbury Resident:** Y / N (circle one) **Yes**

Please note, applicants are asked to attend the selectboard meeting at which volunteers will be nominated to their respective positions. If you cannot attend, please email [Karen@waterburyvt.com](mailto:Karen@waterburyvt.com) in advance of the meeting to provide additional background information.

*All policies that apply to the town's Select Board also apply to all boards, commissions, and committees. Policies may be found at [www.waterburyvt.com/ordinances](http://www.waterburyvt.com/ordinances).*

*For hard copies or accessibility accommodations please contact: Karen Petrovic; [karen@waterburyvt.com](mailto:karen@waterburyvt.com)*

6/26/24

To The Members of the Select Board,

This letter is to express my interest in serving on the Conservation Commission. Although I'm a new resident of Vermont (having moved from NYC last summer) and an even newer member of the Waterbury community (having closed on our house in May), I would capably fulfill my role and be honored to serve on the commission. When we were able to fulfil our dream of moving to Vermont last year, we immediately targeted the Waterbury area as the location we wanted to settle in permanently and we are eager to become active members of the community. My background in various areas of the natural sciences (including weather, climate, environmental science, and science education) give me the expertise needed to help ensure that Waterbury's cultural and natural resources are conserved and promoted for the benefit of all in the community. I have attached my CV to the email this letter was attached to so you can learn more about my background in Higher Education.

I am aware of the meeting days and times and am confident in my ability to regularly attend the meetings and serve for the term of the position.

Thank you for the consideration of my application and I'm available to answer any questions you may have.

A handwritten signature in cursive script that reads "Rich".

Richard Cohen, Ph.D.

# **RICHARD E. COHEN**

Richard.Cohen@uvm.edu

516-317-4253

## **EDUCATION**

**Stony Brook University** – Stony Brook, NY, 2019

- Doctor of Philosophy: Science Education

**Adelphi University** – Garden City, NY, 2000

- Master of Arts: Secondary Education Physics

**Pennsylvania State University** – University Park, PA, 1998

- Bachelor of Science: Meteorology

## **CERTIFICATES AND PROFESSIONAL DEVELOPMENT**

**Middle States Commission on Higher Education** – Philadelphia, PA

- Peer Evaluator, 2019

**State University of New York Center for Professional Development**

- Certificate: SCOA Assessment Scholar, 2019
- Certificate: Assessment Leadership, 2018
- Certificate: Institutional Effectiveness, 2015

**National Collegiate Honors Council** – Lincoln, NE

- Best Practices in Honors Assessment & Program Review, 2016
- Annual Reports and Program Reviews, 2015

## **ADMINISTRATIVE EXPERIENCE**

**Assessment Coordinator, Office of Institutional Research & Assessment, University of Vermont** – July 2023 – Present

- Key Responsibilities and Achievements
  - Lead assessment efforts in examining curricular changes on student progression, retention, degree completion, and success including the design of indirect assessments, such as consulting on course evaluations.
  - Lead assessment efforts in examining co-curricular units impact on student success.
  - Coordinate assessment of the General Education curriculum in collaboration with the Vice Provost for Academic Affairs and Student Success including assistance drafting and executing program assessment plans, survey design and support for data analysis, designing direct assessments of student learning outcomes and analyzing direct assessment data, and designing assessment that is inclusive of a diverse population.
  - Provide project management leadership to the OIRA Assistant Provost and the Vice Provost for Academic Affairs and Student Success in completing UVM's regional accreditation reports.
  - Lead assessment trainings for program and co-curricular assessment coordinators and department chairs/program directors, and graduate program directors.
  - Convene and lead regular meetings with academic and co-curricular Unit Assessment Coordinators, which includes an annual retreat; provide feedback and support to Unit Assessment Coordinators.
  - Lead building the assessment infrastructure including forms, assessment plans, integrating assessment systems with university data systems, processes for working with co-curricular and program assessment coordinators.



**Coordinator, Office of Academic Assessment and Program Review, Nassau Community College – September 2022 – June 2023**

- Key Responsibilities and Achievements:
  - Oversee and manage:
    - Office staff consisting of two clerical support staff and the Coordinator of Program Reviews
    - Team of four Assessment Fellows.
    - All Academic Assessment activities.
    - All Student Services Assessment activities.
    - Program Reviews of all degrees and certifications.
    - Transition from Taskstream to Planning & Self-Study assessment management software.
      - Serve as lead trainer for Planning & Self-Study software.
  - Serve as a member of the Middle States Committee on Higher Education Self-Study Steering Committee.
    - Co-Chair and lead author of Standard 5 – Educational Effectiveness Assessment
    - Member of Standard 3 – Design & Delivery of the Student Learning Experience working group.
    - Member of Evidence Inventory working group.
  - Serve as Co-Chair of the Academic Senate General Education Ad Hoc Committee.
    - Help develop policies and procedures to update all degrees on campus to align with new SUNY General Education requirements.
  - Serve as Chair of the Academic Senate Institutional Learning Outcomes Ad Hoc Committee.
    - Updated and revised Institutional Learning Outcomes to align with updated SUNY General Education requirements.
  - Serve as First Vice-Chair of the Academic Senate Assessment Committee
    - Align all learning outcomes with new SUNY General Education requirements.
    - Update and revise all rubrics for SUNY General Education and NCC General Education learning outcomes and create rubrics for learning outcomes that did not previously have rubrics
  - Update and revise NCC's Assessment Plan
  - Update and revise NCC's Program Review Procedures Manual

**Assessment Fellow, Nassau Community College – January 2017 – August 2022**

- The Assessment Fellows program was created in 2017 to align Nassau Community College's assessment activities with Middle States accreditation standards
- Results of the program include being deemed compliant with Middle States (old) Standard 14 and being removed from "Warning" status
- Key Responsibilities and Achievements:
  - Advised departments on their assessment activities and offered guidance in order to align their activities with MSCHE accreditation standards.
  - Assisted departments in the creation of mission statements aligned with best practices.
  - Assisted departments in the creation of student learning outcomes aligned with best practices.
  - Assisted departments in the creation of rubrics to assess student learning outcomes.
  - Assisted departments in the reporting of student learning outcomes.
  - Assisted departments with how to use the results from their assessment to improve teaching and learning with the goal of continuous improvement.

**Co-Coordinator of the Honors Program, Nassau Community College – June 2015 – August 2020**

- The Carol Farber Honors Program serves over 600 diverse high achieving students at Nassau Community College
- Students who have been enrolled in the Program have moved on to numerous top institutions including Binghamton University, Cornell University, Columbia University, NYU, and Stony Brook University
- Students have submitted and been accepted to national conferences to present their scholarship
- Key Responsibilities and Achievements:

- Annually reviewed admissions criteria and invited thousands of qualified students to join the Program each semester.
- Developed and annually reviewed completion criteria. Coordinated and hosted a ceremony at the end of each academic year celebrating the achievements of those who earned the Honors Designation and were awarded Honors scholarships.
- Developed and maintained a database of alumni. Used the database in fundraising activities.
- Worked with Chairs and Faculty to develop the schedule of Honors course offerings each semester
- Served as the chief academic and transfer advisor for students enrolled in the Program. Held academic advisement sessions each semester to assist students register for their classes. Worked with students to ensure they met degree requirements and pre-requisites for the institutions they were interested in transferring to.
- Helped students edit and submit scholarship applications resulting in students being awarded tens of thousands of dollars in scholarships.
- Helped students edit and submit admissions essays resulting in students being admitted to top institutions including Columbia University, Cornell University, New York University, Stony Brook University, and many others.
- Coordinated and executed fundraising events each year resulting in thousands of dollars raised for student scholarships.
- Performed yearly program review to assess effectiveness of the Program including monitoring completion, graduation, retention, and transfer rates. Received a grant which allowed for an external Program Review which was conducted by reviewers from the National Collegiate Honors Council. Feedback from the review was used to implement modifications that has resulted in improvements made to numerous aspects of the Program.

## **TEACHING EXPERIENCE**

Nassau Community College, SUNY, – Professor – September 2008 – June 2023

- Promoted to Professor – 4/12/22
- Promoted to Associate Professor – 04/01/17
- Promoted to Assistant Professor and Granted Tenure – 03/01/13
- Courses taught:
  - CLI 101 – Climatology
  - ENV 101 –Environmental Science
  - ENV 102 – Environmental Resources
  - MET 101 – Meteorology
  - SCI 101 – Introduction to Physical Science
  - SCI 102 – Material Science
  - SCI 119 – Oceanology

Nassau Community College, SUNY, – Adjunct Faculty member, June 2002 – Present

- Courses taught:
  - CLI 101 – Climatology
  - ENV 101 – Environmental Science
  - GEO 101 – Introduction to Geography
  - MET 101 – Meteorology
  - SCI 101 – Introduction to Physical Science

Queens College, CUNY, - Adjunct Lecturer, Spring 2012

- Courses taught:
  - ENSCI 100 – Our Planet in the 21<sup>st</sup> Century: Challenges to Humanity

Brooklyn College, CUNY, – Adjunct Lecturer, January 2008 – 2012

- Courses taught:
  - CC 30.02 – Energy Use and Climate Change

- GEOL 33 – Meteorology (undergraduate class for geology majors)
- GEOL 604T – Meteorology (graduate class for teaching fellows)
- EDUC 72.04 – Student Teaching 2
- EDUC 792.1 – Analysis of Classroom Interaction and Curriculum

Westchester Community College, SUNY, - Adjunct Faculty member, September 2009 – May 2010

- Courses taught:
  - PHYSC 119 – Science and Survival

## PUBLICATIONS

- Cohen, R., & Kelly, A. M. (2019). Mathematics as a factor in community college STEM performance, persistence, and degree attainment. *Journal of Research in Science Teaching (In Press)*.
- Cohen, R., & Kelly, A. M. (2019). The Impact of Community College Science and Mathematics Coursetaking on Graduation, Transfer, and Non-Completion. *The Review of Higher Education* 42(2), 595-617.
- Cohen, R., & Kelly, A. M. (2019). Community College Chemistry Coursetaking and STEM Academic Persistence. *Journal of Chemical Education*, 96(1), 3-11.

## PRESENTATIONS

- Cohen, R., & Kelly, A. M. (2019). Community College Chemistry Coursetaking and STEM Academic Persistence. National Association for Research in Science Teaching (NARST) 2019 International Conference, Baltimore, Maryland, March/April 2019
- Cohen, R., Bryan, V., Cook, S., & Powell, C. (2018). Fundraisers that Worked (and Some that Didn't). National Collegiate Honors Council (NCHC) 2018 Annual Conference, Boston, Massachusetts, November 2018
- Cohen, R. (2017) Realities of Taking Over an Honors Program as a Faculty Member: What it Means to Your Teaching (and the Rest of Your Life). National Collegiate Honors Council (NCHC) 2017 Annual Conference, Atlanta, Georgia, November 2017
- Cohen, R., Page, A., & Wallace, P. (2017) Hybrid or Combo Classes: Do They Work? National Collegiate Honors Council (NCHC) 2017 Annual Conference, Atlanta, Georgia, November 2017
- Cohen, R. (2009) Weather and the Classroom. Operation Explore, NYS Office of Parks, Recreation & Historic Preservation Taconic Outdoor Education Center, Teacher Training Workshop 2009
- Cohen, R. (2008), Personal Energy Consumption and Carbon Dioxide Emissions. Green Urbanism Symposium, LaGuardia Community College, New York City, NY, April 2008

## GRANTS

NSF S-STEM (National Science Foundation Scholarships in Science, Technology, Engineering, and Mathematics) Award #2220890; Nassau Community College and Hofstra University – Summer 2022 – Present

- Improve STEM education by providing scholarships, mentoring and research opportunities to high-achieving students in underserved communities.
- Co-Principal Investigator

NSF GRANT; Brooklyn College. CUNY, GK-12 – August 2007 – July 2008

- Mentored an Earth Science teacher in the Academy for Urban Planning, Brooklyn.

- Developed a science research project for New York City high school students.
- Mentored students as they conducted scientific research into alternative energy sources for New York City public schools.

2008 OTPS Funds to Improve Undergraduate Education - \$2,500, Brooklyn College, CUNY

- Purchased Equipment to develop laboratory exercise to improve undergraduate education.
- Purchased Wind Turbines and solar panels to develop laboratory exercise for use with Environmental Studies and Core Curriculum courses.

## **AWARDS**

Chancellor's Fellowship – City University of New York

Teachers of Tomorrow Grant – New York City Department of Education

Housing Initiative Grant – New York City Department of Education

Adelphi University Graduate Assistantship – Adelphi University

Chi Epsilon Pi – Meteorology Honor Society – The Pennsylvania State University

Dean's List – The Pennsylvania State University

## **INSTITUTIONAL SERVICE, UNIVERSITY OF VERMONT**

University Benefits Advisory Committee – January 2024 – Present

- Member, Health Insurance Working Group

Staff Council – September 2023 – Present

- Member, Compensation, Benefits, & Budget committee

Catamount Core Curriculum Committee – August 2023 - Present

## **INSTITUTIONAL SERVICE, NASSAU COMMUNITY COLLEGE**

Middle States Commission on Higher Education Self-Study Steering Committee

- Member, September 2022 – July 2023
- Co-Chair, Working Group for Standard 5 – Educational Effectiveness Assessment
- Member, Working Group for Standard 3 – Design & Delivery of the Student Learning Experience
- Member, Evidence Inventory Working Group

Academic Senate General Education Ad Hoc Committee

- Co-Chair, September 2022 – July 2023
- Member, February 2022 – August 2022

Academic Senate Institutional Learning Outcome Ad Hoc Committee

- Chair, September 2022 – July 2023

Academic Senate Senator for the Department of Physical Sciences – May 2019 – May 2022

Academic Senate Student Activities Committee – September 2020 – July 2023

Academic Senate Student Enrollment Management Committee – Chair – May 2014 – April 2021

Academic Senate Assessment Committee – Fall 2012 – July 2023

Departmental Personnel & Budget Committee – Spring 2013 – July 2023

Departmental Assessment Committee – Department of Physical Sciences – Spring 2012 – July 2023

Academic Senate Honors Committee – Fall 2015 – May 2020

Club Advisor – Honors Club – Fall 2015 – August 2020

Middle States Monitoring Report Standard 14 Subcommittee – Summer 2017 & Summer 2018

Middle States Response Committee "D" – Fall 2016 – Spring 2017

Middle States Self Study Working Group – Standard 11 – Fall 2013 – Spring 2015

Middle States Self Study Working Group – Standard 14 – Co-Chair – Fall 2013 – Spring 2015

Volunteer Student Advisor – Advisement Center – Spring 2009 – Spring 2015

Club Advisor – Meteorology Club – Fall 2008 – Spring 2015

College-Wide Retention Committee – Fall 2014 – Spring 2015

Departmental Retention Committee – Chair – Department of Physical Sciences – Fall 2014 – Spring 2015  
Chair's Liaison – Department of Physical Sciences – Fall 2014 – Spring 2015  
Academic Senate Student Activities Committee – Secretary – Fall 2009-Spring 2014  
Speaker at Freshmen Orientation – Fall 2013, Spring 2014  
Academic Senate Grants Committee – Secretary – Fall 2009 – Spring 2011  
Curriculum Committee – Department of Physical Sciences – Fall 2009 – Spring 2013  
Judge – Science Fair – Spring 2009, 2010, 2011, 2012, 2015, 2016, 2017, 2019

## TOWN OF WATERBURY VERMONT

### Application Form for Town Commissions, Boards, and Committees

Please submit your application to **one** of the below:

**In person or by mail:** Board Search, Town of Waterbury, 28 N. Main St. Waterbury, VT 05676 or by  
**email to:** karen@waterburyvt.com

#### Please supply the following information:

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2) Please introduce yourself to the Selectboard by providing a one page cover letter detailing your background, experience, and interest in the board/commission/committee you are applying for. A 1-2 page resume is optional.

**Name of Applicant:** Rachel Campbell

**Date:** June 26, 2024

**Phone Number:** 319-310-8111

**Email Address:** campbellrachelmariamaria@gmail.com

**Name of Commission/ Board/ Committee and term (if known):**

Conservation Commission

**How many years have you served on this Committee?** 0 Years

**If you serve on another Commission/Board/ Committee, please indicate which one(s):**

I have not served on any commissions/boards/committees for the Town of Waterbury, however, I served on my neighborhood association board in Des Moines, Iowa

**If you were referred or recommended for this position by someone, please share that reference's name and contact information.**

**Waterbury Resident** ☒ Y / N (circle one)

Please note, applicants are asked to attend the selectboard meeting at which volunteers will be nominated to their respective positions. If you cannot attend, please email [Karen@waterburyvt.com](mailto:karen@waterburyvt.com) in advance of the meeting to provide additional background information.

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*For hard copies or accessibility accommodations please contact: Karen Petrovic; [karen@waterburyvt.com](mailto:karen@waterburyvt.com)*

**Rachel Campbell**

118 S Main St ♦ Waterbury, VT ♦ (319)310-8111 ♦ campbellrachelmaria@gmail.com

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**EXPERIENCE**

**Vermont Agency of Transportation**

Deputy Director of Civil Rights, July 2023-Present

- Serves as AOT's subject matter expert and spokesperson on DEI and EEO issues. Promotes AOT's DEI initiatives, trainings, articulation and implementation of DEI policies and practices.
- Manages complex civil rights programs, staff and consultants to meet federally mandated requirements and AOT's strategic goals.
- Manages compliance responsibilities, including data collection, analysis, and reporting.
- Develops and implements creative ways to integrate the goal of creating a diverse, inclusive workforce with the overall AOT goals and objectives.
- Manages comprehensive Agency-wide outreach and recruitment programs.
- Serves on councils, commission, committees, and task forces on behalf of AOT. Provides presentations, testimony, and conceive and articulate AOT policies and position on DEI and EEO issues.

**Des Moines Civil and Human Rights Commission**

Senior Human Rights Specialist/Investigator, March 2023-July2023

- Conducted investigations of formal complaints of discrimination in the areas of employment, fair housing, and public accommodations; interviewed complainants, respondents and witnesses; analyzed and reviewed evidence received from parties; identified, obtained, and analyzed comparative evidence; researched principles and controlling precedents, and recommended disposition of complaints.
- Developed, implemented, and evaluated the Case Management System by providing direction to Human Relations Specialists, insuring that effective, complete, and neutral fact-finding investigations are planned.
- Assisted in the development and presentation of educational and training programs designed to aid in the prevention and elimination of discrimination in public and private sectors.
- Interacted with minority groups, community organizations, education institutions, news media, private industry, and government officials, establishing and maintaining cooperative relationships.
- Implemented, and coordinated Rapid Charge Case Processing System, providing direction to subordinates.
- Directed and participated in fact-finding hearing services for complainants and respondents, assisting in conciliation, problem resolution, and meeting compliance with Equal Opportunity and Affirmative Action legislation, regulations and judicial decisions.

Human Rights Specialist/Investigator, October 2021-March 2023

- Conducted investigations of formal complaints of discrimination in the areas of employment, fair housing, and public accommodations; interviews complainants, respondents and witnesses; analyzes and reviews evidence received from parties; identifies, obtains, and analyzes

comparative evidence; researches principles and controlling precedents, and recommends disposition of complaints.

- Assisted in conciliation and public hearing procedures and activities.
- Planned educational programs pertaining to the principles of equal opportunity and fair employment practices and presents such programs to community organizations, employers and others.
- Used the techniques of education, conciliation and persuasion to achieve mutually satisfactory solutions to human rights and discrimination concerns.
- Prepared formal and informal research reports on extent of discrimination in housing, employment and other areas of community involvement.
- Planned, organized and presented workshops, panels, seminars and lectures to various civic, educational, business and labor groups to promote civil and human rights understanding.

### **Iowa Civil Rights Commission**

Civil Rights Specialist, February 23, 2018-June 10, 2021

- Reviewed complaints of discrimination in employment, public accommodation, credit and education.
- Provided written reports including analysis of evidence and applicable law.
- Identified specific basis for complaints; review records, analyze and review evidence received from complainants and respondents.
- Applied applicable statutes and legal standards to determine if there is probable cause to believe discrimination occurred.
- Engaged the community to educate and answer questions about civil rights.
- Performed mediations.
- Mentored new employees.

### **Iowa Environmental Council**

Advocacy/Government Affairs Intern, September 2017-November 2017

- Analyzed how RCRA and restrictive covenants can restrict Concentrated Animal Feeding Operations in rural Iowan communities.
- Wrote an action letter regarding water policy for Iowan constituents to send to their Congressperson.
- Drafted questions for the Iowa gubernatorial candidates to get their stance on environmental issues to make candidate report cards to help educate voters.
- Assisted colleagues in preparation for the Iowa Environmental Council's annual conference.
- Assessed Iowa counties wind ordinances, placing findings in an Excel document.

### **United States Environmental Protection Agency, Washington, DC**

Semester in Practice Legal Extern, Water Enforcement Division, January 2017 – May 2017 (full-time)

- Researched Clean Water Act continuing violations and wrote a memo on how they are handled in the different circuits.
- Assisted attorney with new clean energy project (researched renewable energy platforms). • Assisted attorney with live litigation needs (research, answering legal questions regarding water of the US rulings in Vermont, 1st Circuit).
- Researched background on statutes to include in consent decrees.



**Iowa Environmental Council, Des Moines, IA**

Legal Intern, June 2016 – August 2016

- Researched recreational use designations of Iowa streams.
- Wrote a petition to the US EPA, Region 7 to promulgate standards for the IA Department of Natural Resources regarding stream use designations.
- Reviewed Iowa's rule regarding coal ash residual waste and compared it to the current EPA rule. Presented findings and research to the IEC staff and made suggestions on how to strengthen Iowa's rule.
- Worked closely with EPA Region 7, the Iowa DNR, the Environmental Law and Policy Center and Prairies Rivers Network.

**Systems Unlimited, Cedar Rapids, IA**

Community Support Instructor, January 2014 – August 2014

- Provided assistance, including life skills and social skills, to citizens living with disabilities to help them reach their personal goals and transition to the community.
- Taught classes on different life skills, helped clients gain exposure to community members, helped clients develop and use coping skills, and tracked their progress and development.

**All Aboard Learning Center, Solon, IA**

Teacher/Cook, August 2007 – January 2014

- Designed lessons, organized activities, and provided supervision and care of 12 preschoolers.
- Planned and prepared healthy snacks and meals, and ensured regular communication with parents.

**CERTIFICATION****InterNational Academy of Dispute Resolution**

Mediation Certificate awarded January 2020

**EDUCATION****Vermont Law School, South Royalton, VT**

Juris Doctor awarded May 2017

Master's in Environmental Law & Policy awarded December 2017

- Selected Coursework: Legal Analysis & Writing I; Legal Writing II: Theory & Practice; International

Human Rights; Legal Research; Negotiation

**University of Iowa, Iowa City, IA**

Bachelor of Arts in Ethics and Public Policy, December 2012

- Minor in Sociology; Human Rights Certificate

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Will you be able to regularly make the meetings? YES

Will you be able to serve for the term of the position? YES

2) Please introduce yourself to the Selectboard by providing a one page cover letter detailing your background, experience, and interest in the board/commission/committee you are applying for. A 1-2 page resume is optional.

Name of Applicant: Christie Nold

Date: 12 June 2024

Phone Number: (802)922-8781

Email Address: [ChNold@gmail.com](mailto:ChNold@gmail.com)

Name of Commission/ Board/ Committee and term (if known): Waterbury Library Commission

How many years have you served on this Committee? 0 Years

If you serve on another Commission/Board/ Committee, please indicate which one(s): N/A

If you were referred or recommended for this position by someone, please share that reference's name and contact information. N/A

Waterbury Resident: YES

Please note, applicants are asked to attend the selectboard meeting at which volunteers will be nominated to their respective positions. If you cannot attend, please email [Karen@waterburyvt.com](mailto:Karen@waterburyvt.com) in advance of the meeting to provide additional background information. All policies that apply to the town's Select Board also apply to all boards, commissions, and committees. Policies may be found at [www.waterburyvt.com/ordinances](http://www.waterburyvt.com/ordinances). For hard copies or accessibility accommodations please contact: Karen Petrovic; [karen@waterburyvt.com](mailto:karen@waterburyvt.com)

Greetings Waterbury Selectboard Members:

My name is Christie Nold and my partner Stephen Waud and I moved to Waterbury from Burlington in October 2022. Since that time, we welcomed a daughter into the world and have loved getting to know this wonderful town. It is because of our love for Waterbury, and its library, that I'm interested in filling the vacant seat on the Waterbury Library Commission.

When I'm not paddling on the reservoir, or enjoying storytime at the library with our daughter Willa, I am a social studies teacher at South Burlington High School. As an educator who teaches Global Citizenship as well as the Holocaust and Human Behaviors course, I am intimately aware of the role of literacy in our civic lives. As a public school teacher, I am dedicated to the protection and preservation of institutions that support all of our residents. I recognize that both our schools and libraries are often given the monumental task of filling many social service gaps that once existed for Vermont residents. I am deeply appreciative of the incredible workers that aim to make schools and libraries a safe place for everyone, and hope to aid their efforts!

In addition to my experience as a public school teacher, I have served as a teacher advisory council member to National Geographic and the Nellie Mae Education Foundation. I have also organized alongside the Education Justice Coalition and am an active member of the Waterbury Area Anti-Racism Coalition. I recently hosted the 4th annual Zinn Education Teach Truth Day of Action at Bridgeside Books where I had the wonderful opportunity to connect with Waterbury residents about the importance of teaching the truth and allowing access to literature that reflects the lived experiences of our students. I also hope to support HUUSD as they work to craft an equity policy during the coming school year.

My past work experience includes directing school programs at Shelburne Farms, two years of teaching in a village school in Ukraine, as well as a research and teaching assistantship at the University of Vermont where I completed my graduate work in History with a focus on Holocaust and genocide studies. I believe my experiences working in public facing roles, as well as commitment to education and our community, could be a wonderful asset to the Waterbury Library Commission.

Please know that I am open to any questions you may have, and welcome the opportunity to engage further. Thank you for your consideration of my application!

Warmly,  
Christie Nold  
[ChNold@gmail.com](mailto:ChNold@gmail.com) - (802)922-8781

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2) Please introduce yourself to the Selectboard by providing a one page cover letter detailing your background, experience, and interest in the board/commission/committee you are applying for. A 1-2 page resume is optional.

**Name of Applicant:** Erin Mooney

**Date:** June 17, 2024

**Phone Number:** 802-560-8136

**Email Address:** erin.mooney1@gmail.com

**Name of Commission/ Board/ Committee and term (if known):**

Library Commision

**How many years have you served on this Committee?** 0 Years

**If you serve on another Commission/Board/ Committee, please indicate which one(s):**

n/a

**If you were referred or recommended for this position by someone, please share that reference's name and contact information.**

Kit Walker, current library commissioner.

**Waterbury Resident:** Y / N (circle one) **Yes**

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June 20, 2024

Dear Select Board,

I am writing to express my interest in serving on the Library Commission. I understand this seat has been vacated mid-term and will expire in 2025. At that point, if I want to continue to serve on the Commission, I will need to be elected on Town Meeting Day.

I have been interested in serving on this board for some time and even attended a Library Commission meeting before COVID-19 to learn about an open position. Still, at that time I could not commit to the position. When Kit Walker, a current commissioner, friend, and former colleague reached out to let me know about this opening, I was ready to commit.

I have lived in Waterbury for 24 years and have been a library user and supporter of the Friends of Library for most of this time. I was the Adult Programs Coordinator for four years only leaving the position for my current one as a Special Educator and English teacher at U-32 Middle & High School in 2008. I brought my daughters to story times when we crowded so many children and parents into the back room of Dr. Janes' house, met life-long friends in book groups, and scooted across the parking lot from my adjacent backyard to grab something to read off the shelf. Of the many services our town offers, The Waterbury Public Library has been one of the most important to me.

Now, I am interested in helping the Waterbury Public Library serve our community. I understand the value of the library as a hub that promotes the lifelong learning of our town and surrounding towns through books, digital resources, educational programming, meeting space, and more. As a commissioner, I would attend regular meetings and be attentive to my role on the commission to carry out the mission of the Library.

I thank you for considering my application. I can be reached by email and phone at the contact information below if you require more information for your decision.

Sincerely,

Erin Mooney  
7 Winooski Street  
Waterbury, VT 05676  
erin.mooney1@gmail.com  
802-560-8136

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2) Please introduce yourself to the Selectboard by providing a one page cover letter detailing your background, experience, and interest in the board/commission/committee you are applying for. A 1-2 page resume is optional.

Name of Applicant: Bette Lewicke

Date: 6-18-24

Phone Number: 603-801-0678

Email Address: blewicke@gmail

Name of Commission/ Board/ Committee and term (if known):

Natural Disaster Preparedness Committee

How many years have you served on this Committee? 0 Years

If you serve on another Commission/Board/ Committee, please indicate which one(s):

N/A

If you were referred or recommended for this position by someone, please share that reference's name and contact information.

N/A

Waterbury Resident ☒ Y / ☐ N (circle one)

Please note, applicants are asked to attend the selectboard meeting at which volunteers will be nominated to their respective positions. If you cannot attend, please email [Karen@waterburyvt.com](mailto:karen@waterburyvt.com) in advance of the meeting to provide additional background information.

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For hard copies or accessibility accommodations please contact: Karen Petrovic: [karen@waterburyvt.com](mailto:karen@waterburyvt.com)

Letter of Interest to join the Waterbury Natural Disaster Preparedness Committee  
Bette Lewicke, Ph.D.

I have long been active in disaster preparedness and response. I have volunteered in many disaster-related organizations, including the American Red Cross (15 years), Medical Reserve Corps (MRC), the Granite State Critical Incident Stress Management Team, and the NH Disaster Behavioral Health Team (DBHRT). I have served in Red Cross Disaster Mental Health (DMH) since 2005 when I deployed to Hurricane Katrina. In 2006 I received a commendation for then Governor John Lynch for my work in NH floods.

Currently I am DMH Lead for the State of Vermont. In that role, I recruit, train, and mentor new DMH volunteers from both Vermont and the Northern New England region. During the Vermont floods last year, I worked at the Rutland shelter and two Multi-Agency Resource Centers (MARCs), in addition to working at Red Cross headquarters in Killington.

I am eager to use my experience and knowledge to help Waterbury prepare for and manage short- and long-term disaster responses. I have a deep understanding of how disasters impact individuals and volunteers. I believe my background in training would be helpful in offering information to the citizens and officials of Waterbury.

After looking over the minutes of the committee's last meeting, I realize that I would contribute in a different way. I am not familiar with construction or handling buildings impacted by disasters. I am, however, very aware of how disasters affect individuals' and families' lives.

I am quite new to Vermont. I moved to Waterbury a year ago, and to Vermont two years ago. I retired from my professional practice in neuropsychology to 1) live closer to my daughter, Sara Graves, her husband, Neal Graves, and my two grandchildren, and 2) devote more time to volunteer work with the Red Cross.

Professionally, I completed many years of training in psychology to become licensed as a psychologist. I belong to the American Psychological Association and the NH Psychological Association, where I previously served as Continuing Education chair and a member of the Board of Directors.

To: Waterbury Select Board

From: Waterbury Housing Task Force

Re: Housing Trust Fund Potential Uses

At its May 20, 2024, meeting, the Select Board requested that the Housing Task Force brainstorm potential uses of a Housing Trust Fund. In general, the Housing Task Force supports the creation of a trust fund to support the development of affordable housing. Our analysis shows that there are approximately 300 renter households in town making less than \$50,000 annually while spending more than 30% of their income on housing. Ninety-two (92) of these households are single person households over the age of 65. We believe that a housing trust fund could help these households and support further economic development of the town if it met the following conditions:

- Incentivized the development of new housing capacity, especially accessory dwelling units (ADU's). This includes construction of new units and conversion / rehabilitation of existing units that result in the net gain of homes in the town.
- Helped offset the costs of making new units accessible for renters over the age of 65.
- Prioritized affordable housing to people working in Waterbury and earning less than 80% of area median income for Washington County for a period of at least 5 years. Affordability could be addressed through monthly rental costs and / or upfront costs (e.g. first / last month's rents, security deposit, etc) for renters.
- Is a revolving loan fund which would be income tax neutral to the developer / landlord.

The Task Force would be interested in providing further guidance on the topic. Potential uses will be a function of the size of the trust fund, and further guidance on the expected amount would be a valuable input.





## Karen Petrovic

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**From:** Karen Petrovic  
**Sent:** Friday, June 14, 2024 10:37 AM  
**To:** Alyssa Johnson (alyssa.johnson@waterburyvt.com); Ian Shea; Kane Sweeney (kane.sweeney@waterburyvt.com); Mike Bard; Roger Clapp (roger.clapp@waterburyvt.com)  
**Cc:** Thomas Leitz  
**Subject:** FW: Request to be included on a forthcoming Select Board meeting agenda

Select Board –

I have emailed CVRPC and let them know you will take this up on July 1<sup>st</sup>. I wanted to share this email now for your consideration of questions you may have when they come to see you.

I'll be in touch later today with a packet and agenda for this coming Monday 6/17  
Thanks Karen

**From:** Christian Meyer <meyer@cvregion.com>  
**Sent:** Tuesday, June 11, 2024 3:25 PM  
**To:** rogerclapp7@gmail.com; Thomas Leitz <tleitz@waterburyvt.com>; Karen Petrovic <karen@waterburyvt.com>  
**Cc:** Doug Greason <dgreason@bainbridge.net>; Nancy Chartrand <chartrand@cvregion.com>  
**Subject:** Request to be included on a forthcoming Select Board meeting agenda

Hello,

I am writing on behalf of our local partners to be placed on a forthcoming Waterbury Select Board meeting. CVRPC will serve as the project applicant for a community bike share scoping study and are hoping the Town of Waterbury is interested in participating. The project is being spearheaded by the Montpelier E-Bike Lending Library (MELL), and currently has support from the City of Barre City, the City of Montpelier. The envisioned project area includes Waterbury as a strategic partner in the corridor.

If this project aligns with Waterbury's planning goals and the municipality is interested in participating, there will be a local match requirement. The project budget is for \$60,000 with a 20% local match (\$12,000). Montpelier Alive has committed \$6,000, the City of Barre has committed \$3,000, and we intend to ask the Town of Waterbury for the final \$3,000. No funds would be requested until the application is approved by VTrans.

The funding program under consideration is the VTrans Bike and Ped Program. And, while the deadline for the application is June 14<sup>th</sup>, we have some flexibility in securing commitments for the match. So, the sooner the better, but it is not absolutely imperative that we are on the June 17<sup>th</sup> agenda.

The following is a project description from the funding application:

*A scoping study to guide development of a locally owned community-based bike share. Technical expertise and community initiatives are intended to co-create a 'hub and spoke' model of bike share in the capital city corridor (Barre-Montpelier-Waterbury). The municipalities will be engaged through contributions for local match and formulation of deliverables. The goal is to produce a novel design that supports local business; aligns with transportation plans and bike/ped network development; while being replicable throughout Vermont, and other rural, or less populated states.*

Thank you for your consideration,  
Christian

2024  
Town of Waterbury Permit  
order

Application

Property Owner Agreement      Land      Train Station  
Parade Route, Description, Map  
Proposed Road Closure and Detour  
Traffic Control Agreement  
Police Letters      Site, Parade, Fence  
Security Letter  
Parking Agreement  
Toilet Contract  
Field Cleanup  
Trash Contract  
Commercial Public Assembly Permit  
Officer List  
Fire Marshall's Letter  
S-1111 Permit Application  
Home town Parade Permit Application  
Beer Garden Information  
Food Contract and Judges Breakfast  
Fire Department Letter  
EMS Letter  
Certificate of Insurance  
Map  
Copy of Permit Check  
Sample Ad.  
Small Poster  
Brochure

**Town of Waterbury, Vermont**  
**Special Event Permit Application**

1. Name of Event: Vermont Antique & Classic Car Meet sponsored by the Vermont Automobile Enthusiasts, (VAE)
2. Date(s) of Event: Friday, August ~~9~~ to Sunday, August 11, 2024
3. Location of Event:
  - Farr's Field, 1901 U.S. Route 2 – between 7:00 am Friday, August 9 through 4:00 pm on Sunday, August 11, 2024
  - Waterbury Train Station, Rotarian Place – Saturday, August 10, 4:00-5:30 pm
  - Parade Route (see attached route description) – Saturday, August 10, 2024 3:30-5:30 pm
4. Property Owner:
  - Farr's Field – John Farr (contract attached)
  - Waterbury Train Station – Black Cap Coffee (letter attached)
  - Parade Route – Town of Waterbury (attached)
5. Hours of Event:
  - Farr's Field
    - Friday August 9, 2024 7:00 am - 6:00 pm
    - Saturday August 10, 2024 7:00 am to 6:00 pm
    - Sunday August 11, 2024 7:00 am to 4:00 pm
  - Parade
    - Saturday August 10, 2024 3:30 p.m. to 5:30 pm
  - Street Dance - Stowe Street Waterbury Village
    - Saturday, August 10, 2024 6:00 pm to 10:00 pm
6. Event Organizer:

Bob Chase, Vermont Automobile Enthusiasts, Inc.  
P.O. Box 187, Stowe, Vermont 05672  
802-253-4579  
802-279-5765  
[rcwv@stoweaccess.com](mailto:rcwv@stoweaccess.com)

Duane Leach, Vermont Automobile Enthusiasts, Inc.  
1241 Main Street, Fairfax, VT 05454-9530  
802-849-6174  
802-316-1028 (cell)  
[dmleach@gmail.com](mailto:dmleach@gmail.com)
7. If the Event Organizer will not be on-site the day of the event, name & phone number for contact person for the day of the event:

Bob Chase, Vermont Automobile Enthusiasts, Inc.  
P.O. Box 187, Stowe, Vermont 05672

802-253-4579  
802-279-5763  
rocwrn@stoweaccess.com

Duane Leach, Vermont Automobile Enthusiasts, Inc.  
1241 Main Street, Fairfax, VT 05454-9530  
802-849-6174  
802-316-1028 (cell)  
*dmlach5@gmail.com*

8. Event Sponsor (organization putting on event): Vermont Automobile Enthusiasts,

- Parade - VAE,
- Street Dance - WDEV, VAE,

9. Event Description: The EVENT is anticipated to include the following:

- Antique & Classic Car Meet with approximately 700 vehicles, including 40 race cars
- Expected guests: 20,000-25,000 over the 3-day event
- Flea Market auto vendors: 500 with vehicles
- 25 organizers in temporary campers throughout three days
- Saturday afternoon: Parade starting at 3:30 pm, 4 miles along Route 2/Route 100-Main Street Waterbury. Reviewing stand located at Train Station
- Saturday evening: Street Dance *Stowe Street Waterbury Village*  
----- DJ provided by WDEV  
dancing in the street, antique cars parked *on Stowe Street*

(Please attach any promotional information - schedule, poster, flyer etc.)

10. Use of Town Owned Property/Streets Requested:

- Parade Route: Route 2, roundabout, Main Street, Park Row, Rotarian Place, Park Street, South Main Street to roundabout. (see attached map)  
Proposed road closures:
  - Route 2
  - North/South Main Streets (from *Winwick St* to Park Street)
  - Park Row
  - Rotarian Place (3:00 - 5:30 pm)
  - Park Street
- Street Dance:  
Proposed road closure: *Stowe Street from Union St* (beginning at 3:30 from parade)

11. Anticipated Attendance:

- Farr's Field - 20,000-25,000 attendees, 700 vehicles on display, 500 vendors and auto flea market.
- Parade - 300+ cars in parade
- Street Dance - 300 attendees

12. Traffic Control, Security. VAE has 66 years of experience managing the Vermont Antique and Classic Car Meet.

- Farr's Field - There are two entrances to the field from Route 2 and each will have two certified flag persons for traffic control on the state highway. Attendee entrance and ticketing will take

*(Uniformed Officer)*

- place approximately 300 feet onto the field, ensuring that no vehicles will be backed up onto Route 2. In addition, volunteers will direct parking in the field parking lots.
- Parade - VAE will provide traffic control/safety at four intersections of the parade route:
    1. - Farr's Field, entrance of parade onto Route 2
    2. - ~~Winoski Street~~ - managing traffic using River Rd./Winoski Street detour *turnpike around corner from rotary*
    3. Union Street/Stowe Street intersection - stopping traffic from proceeding
    4. - Park Street/South Main St. intersection - stopping traffic coming from South Main Street
13. Law Enforcement, *Vermont State Police August 9, 10 8AM-4PM August 11 8AM-2PM*
- Farr's Field: VAE contracts with Drown Security Services to provide continuous on field security from Friday, August 9 at 9AM to Sunday, August 11 at 2pm.
  - Parade: VAE will hire ~~Washington~~ County Sheriffs to manage traffic during the parade.
  - Street Dance: *Q* will provide security for the street dance as needed.
14. Sanitation. VAE has contracted with P&P Septic Services to provide a sufficient number of portable toilets that will be located in various places around the Event area, the parking areas and the camping areas. VAE (or their contractor) will regularly inspect and maintain the toilets and will have them pumped out when necessary to insure the public's health is not compromised. VAE has contracted with the Waterbury Snowmobile Club and Casella Waste Management to manage the trash and recycling during the Event. VAE will pick up trash and other waste material generated at the EVENT site that is blown from or otherwise leaves the site.
15. VAE shall provide to the Office of Town Clerk a copy of the Public Assembly Permit that is required by the State of Vermont, Department of Public Safety if attendance at an EVENT exceeds 2,000 persons.
16. Number of Staff/Volunteers that will be in attendance: at Farr's Field - 50+
17. If food and/or beverage is to be provided, please describe: *See attached* alcohol is sold at this event. There are anticipated to be 6-8 food vendors, managed by North Country Specialty Foods. Anticipated 500 flea market vendors on site (automobile related).
18. Please contact Waterbury Fire Department, Chief, Gary Dillon, (802) 371-7515 and EMS Director *Maggie Bode-Grafe* Waterburyambulance.org, (802) 244-5003 to as notification and to determine adequate coverage by their departments of the event. Provide letters of their availability and ability to support the event if needed. *(letters enclosed)*
19. Attach site plan indicating event location/layout, state and local highways, entrances/exits, traffic flow patterns, parking and surrounding land uses.
- Farr's Field site plan attached
  - Parade route map attached
20. Will there be any form of amplified entertainment (i.e. music) at the event?
- Farr's Field - We install a speaker system throughout the site for event announcements. This consists of seven bullhorn speakers around the field, angled downwards to minimize noise pollution.
  - Parade - we have a reviewing stand set up at the Waterbury Train Station/Rotarian Place. As cars pass by, an announcer will announce the make/model/owner of the car.
  - Street Dance - WDEV will provide amplified DJ music for the street dance. Sound levels will be managed so that they are acceptable.

21. The Selectboard must approve all signage for Special Events. Please include all proposed signage with this application. No off-site signage will be allowed except for directional signage. Attach a map that includes location of all proposed directional signage.

- Farr's Field - directional signage is planned to direct traffic to the Car Meet on Route 2. Signage will not be put up before Friday, August 7 and will be removed by Sunday afternoon, August 17. Signage will not be in the public right of way.
- Parade - Cars in the parade will be given route maps so that minimal directional signage will be needed.

22. A Certificate of Liability Insurance demonstrating \$1 million of general liability insurance per occurrence, \$2 million aggregate must be provided to the Town. If the event is held on Town Property the Certificate must name the Town of Waterbury as additional insured. Certificate of Insurance must be filed with the Town at least ten (10) days prior to the event.  
- Certificate of Insurance filed and attached.

23. I hereby represent that to the best of my knowledge the information provided in this application is true and correct:

Robert C. Chase / June 28, 2024  
Signature

Robert C. Chase / June 28, 2024  
Printed Name of Applicant

Date

Final 9/25/17

File application with the Municipal Managers Office at least thirty (30) days prior to the event accompanied by a \$25.00 application fee. Each event will require a separate permit.

*For Office Use Only*

Fee Received: \$25.00

Certificate of Insurance Received: YES

Police & EMS Forms Received: YES

Selectboard Review on 7/1/2024

Application has been: ☒ Approved ☐ Denied ☐ Conditional Approval

Tom Leitz  
Tom Leitz, Municipal Manager

7/3/24  
Date

The applicant shall provide information for a complete file on the following items:

- a) Letter from Waterbury Fire Chief, coverage and availability
- b) Letter from Waterbury Ambulance EMS, coverage and availability
- c) Copy of Public Assembly Permit from VT Dept. of Public Safety
- d) Traffic control and law enforcement security details
- e) Sanitation provisions (toilets and trash, etc.) details
- f) Liquor License - pending approval
- g) Other

## Vermont Antique and Classic Car Show Parade

Saturday, August 10, 2024

### FINAL DETAILS

#### Parade Route

Cars line up at Farr's Field, 1901 US Route 2 and drive to beginning of parade: Route 2/N. Main Street after Winooski Street.

1. From Winooski Street, drive straight down Main Street (sheriff present)
2. Pass by Rusty Parker Park
3. L on Park Street (sheriff present).
4. Immediate L on Rotarian Place. Viewing stand.
5. L on Park Row.
6. R on South Main St.
7. Straight through Stowe St/Main Street light. (sheriff present at Union/Stowe Street intersection)
8. Parade ends when cars reach Winooski Street. May return to *Stowe Street* for Street Dance, Farr's Field or other destinations.

#### Closed Roads

For Parade (3:30 – 5:30 pm):

1. North/South Main Streets from Winooski Street to Park Street
2. Park Street
3. Rotarian Place
4. Park Row

For Street Dance (6:00 – 10:00 pm):

1. *Stowe Street From Main Street to Union Street*

#### Road Closure Signs

Before Event (beginning *8-2-2024*)

1. Road Closure signs on North Main Street at railroad bridge by rotary
2. Winooski street stop sign entering North Main Street
3. South Main Street just after bridge

For Parade Route:

1. North Main Street (south bound)
2. Winooski Street entering No. Main
3. Elm Street entering So. Main
4. Foundry Street entering So. Main
5. Park Row Intersection on both sides entering So. Main



6. South Main Street (north bound) at Park Street
7. Railroad Street Intersection with Park Row
8. Stowe Street at Union/Railroad intersection

Proposed sheriff locations

**For Parade:**

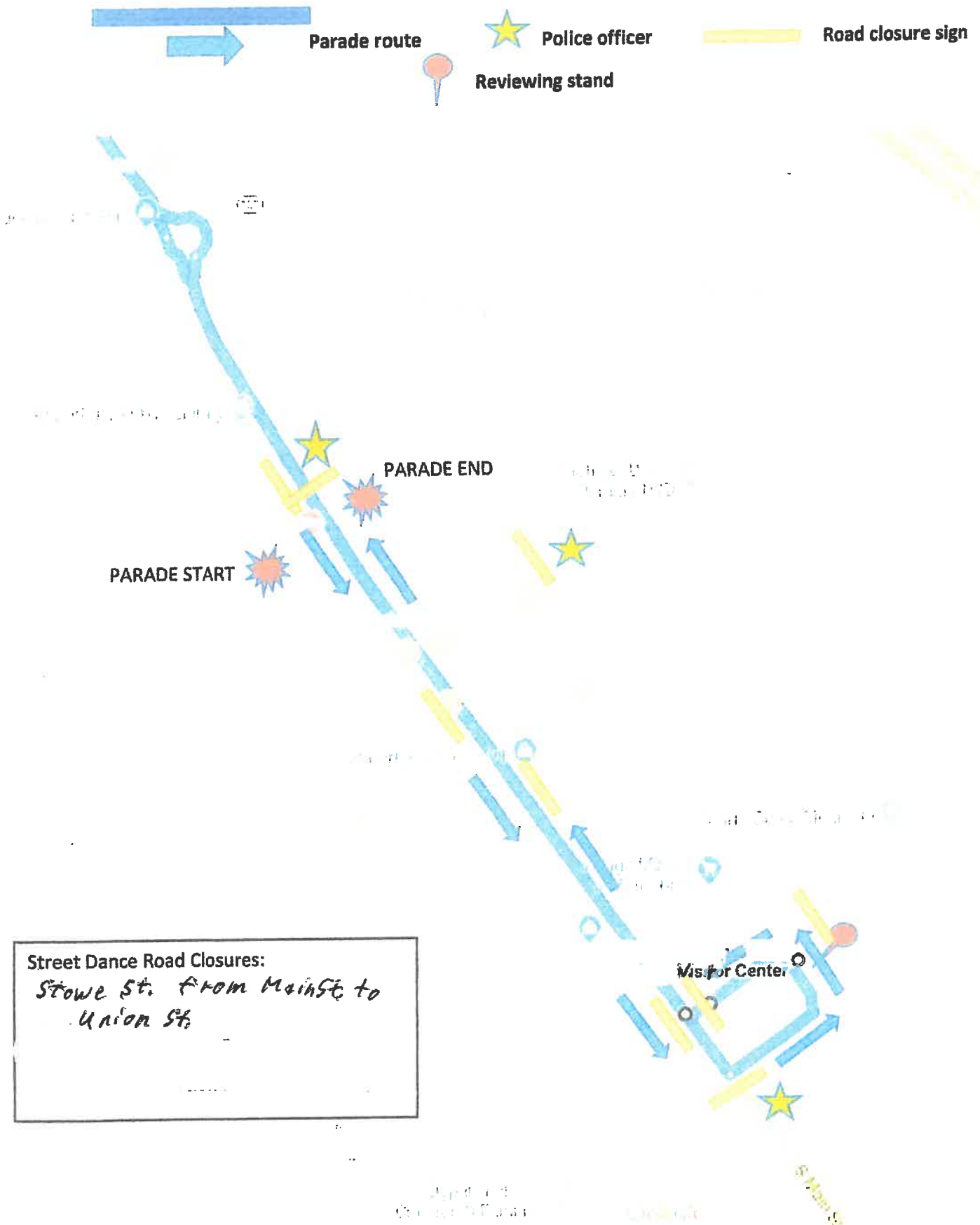
1. Winooski Street – managing traffic using River Rd/Winooski Street detour, turning cars around that come from rotary.
2. Stowe Street/Union Street Intersection – Indicating to traffic there is no throughway to Main Street. Access to Stowe Street and Bidwell Lane is open.
3. Park Street/South Main St. intersection – stopping traffic coming from South Main Street.

**For Street Dance:**

1. *Main Street and Stowe Street*

# Vermont Antique and Classic Car Meet Parade Route 2024

Saturday, August 10 3:30-5:30 pm



Vermont Automobile Enthusiasts, Inc.

P.O Box 187

Stowe, Vermont 05672

To Whom It May Concern:

Proposed Road Closure, Town of Waterbury, August 10, 202~~4~~

Vermont Route 2 – North and South Main Street from Winooski Street to Park Street to accommodate the Vermont Antique & Classic Car Meet Parade from 3:30 p.m. to 5:30 p.m. Additionally, Stowe Street from Union Street to Main Street from 3:30 p.m. to 10 p.m. to accommodate Street dance on Stowe Street in conjunction with Vermont Antique & Classic Car Meet. Street dance is from 6:00 p.m. to 10:00 p.m. with Antique SHOW CARS parked on Stowe Street.

Town of Waterbury Road Closure Information  
For 8/10/24

Vermont Route 2 – North & South Main Street from Winooski Street to Park Street to accommodate Vermont Antique & Classic Car Meet Parade from 3:30 p.m. to 5:30 p.m. Additionally, Stowe Street from Union Street to Main Street from 3:30 p.m. to 10 p.m. to accommodate Street Dance on Stowe Street in conjunction with Vermont Antique & Classic Car Meet. Street Dance is from 6:00 p.m. to 10:00 p.m. with antique SHOW CARS parked on Stowe Street.

Approved by Waterbury Selectboard July , 2024

*Notification to be sent to the Towns of:  
Bolton, Duxbury, Moretown, Stowe  
(Pending Approval)*

Vermont Automobile Enthusiasts, Inc.

P.O. Box 187

Stowe, Vermont 05672

To Whom It May Concern:

Proposed Detour, Town of Waterbury, August 10, 2024

Proposed Detour for Route 2, Winooski Street to River Road East to Route 100 in Duxbury and Route 100 North to Route 2. This will accommodate the Vermont Antique & Classic Car Meet Parade on Main Street in Waterbury. The parade is From 3:30 to 5:30 p.m.



"Protecting Your Email"

MagicMail®

Subject **Beer Garden**  
From John Farr <greenmountainharvest@yahoo.com>  
To <rccwrn@stoweaccess.com>  
Date 2024-06-17 2:39 pm

---

To whom it may concern.

The Central Vermont Chamber of Commerce is hosting a beer and wine garden at the car show this year. This is a fund raiser for the chamber. Gusto's in Barre will be serving the alcohol and providing the guidance regarding the proper containment of the area. Gusto's will be serving 11:00am to 4:00pm Friday August 9th and Saturday August 10th. Gusto's will be providing certified servers and the proper insurance for such an event. The beer garden will be under a 30x60 tent.

If you have more questions feel free to contact me.

Thanks

John

Sent from my iPhone

## Karen Petrovic

---

**From:** John Farr <greenmountainharvest@yahoo.com>  
**Sent:** Friday, June 28, 2024 12:40 PM  
**To:** Karen Petrovic  
**Subject:** Re: Beer Garden at the Car Show

Hi Karen

Gusto's in Barre will be the vendor for the alcohol. I have forwarded this email to the chamber of commerce as they are the sponsors of this event. They will let Gusto's now about the dates you provided.

Thanks

John

Sent from my iPhone

On Jun 28, 2024, at 11:40 AM, Karen Petrovic <karen@waterburyvt.com> wrote:

Hi John,

I am reaching to ensure the organizers of the beer garden are taking proper steps to obtain the necessary State licenses from the Department of Liquor Control to service alcohol at the car show. This request will come to me as the Town Clerk to seek board approval. There are two meetings this request can be approved before the event, those meeting are on July 15<sup>th</sup> and August 5<sup>th</sup>. Please pass along a message to the organizers that I will need this request no later then August 1<sup>st</sup> in order to be placed on an agenda.

Please reach out to me if you have any questions

Thanks

Karen Petrovic, Town & District Clerk

Town of Waterbury

Edward Farrar Utility District

28 North Main Street Suite #1, Waterbury VT 05676

(802) 244-8447

<image001.png>

# **FARR FIELD CONTRACT**

**Waterbury, Vermont**

**June 21, 2023**

**Signees:**

**Vermont Automobile Enthusiasts**

**&**

**J.T.J., LLC**

**John Farr, Jr.**

**530 Farr's Landing**

**Waterbury, VT 05676**

**(802) 272-3158**



## AGREEMENT

NOW COMES THE VERMONT AUTOMOBILE ENTHUSIASTS AND JOHN FARR,  
HEREBY MUTUALLY AGREE AS FOLLOWS:

Purpose..... This is the agreement between John Farr, of Farr Field in Waterbury, Vermont and the Vermont Automobile Enthusiasts (named in this document as the VAE). This agreement describes the terms and use of Farr Field adjacent to Route 2 North of Waterbury for the annual Vermont Antique and Classic Car Meet and the details of this agreement between John Farr and the VAE. This agreement covers a period of five (5) years.

Rental Fee.....The fee for the use of Farr Field for the five year period will be as follows:

Year #1.....\$10,000

Year #2.....\$10,000

Year #3.....\$10,000

Year #4.....negotiable on 3<sup>rd</sup> year

Year #5.....negotiable on 3<sup>rd</sup> year

\$10,000 of the fee will be paid as a deposit by February 1<sup>st</sup> of year of each of the car shows and the balance will be paid within one week of the completion of the car show, which is herein defined to mean one week from the last day when public admission is charged.

Obligations and agreements of the Vermont Automobile Enthusiasts (VAE) :

1. The VAE shall provide signs at all entrances.
2. The VAE will provide rope fencing on the show field to control vehicle and pedestrian traffic.
3. The VAE will provide service to tow vehicles which are illegally parked; described as in violation of signs prohibiting parking in designated areas and at certain times.
4. Provide a certificate of insurance and statement of liability and other risks associated with the operation of the annual Vermont Antique and Classic Car Meet as well as general notice that Farr Field and John Farr (and associates) are in no way liable, affiliated with the sponsorship, management or control of the annual VAE Antique and Classic Car Meet.
5. To notify, if asked, that if someone would like to camp overnight on Farr Field, that John Farr makes the arrangements with the camper and also retains any fees involved. The camping area is in an area that will be unused by the VAE during the car show. The area is in the northern section of Farr Field, some of which is in the treed area along the river.
6. The VAE shall be responsible for field clean-up and pick-up to return the field to the condition originally provided, accepting reasonable wear and tear from the car show.
7. Provide toilet facilities for the use of the public.
8. Make arrangements for rubbish removal upon collection of all rubbish from the field.
9. Provide security guards for the Meet.
10. VAE to provide signage and barricades to prohibit traffic between midnight and 5 a.m.
11. John Farr is allowed to operate his existing food booth separate from the VAE's food concession contract and will need to pay no fees to the VAE. The VAE is aware that Mr. Farr plans to build a 35'x65' sheltered structure for his food booth customers. This will house a public rest room, shower facilities, and a seating area.
12. The VAE will provide properly qualified traffic control personnel both for the Route 2 traffic during the show and also to direct show spectators and EMS services.

For the part of John Farr and associates, Shall.....

1. Provide the so-called Farr Field as the site for the annual VAE Antique and Classic Car Meet the second week in August during the years mentioned above. The actual car show covers three days, the Friday, Saturday, and Sunday of that weekend.
2. Allow the VAE to designate certain entrances and/or exits to the field creating appropriate entryways and exits for spectator parking and show cars. The main entrance that exists now will be called Gate#1 and the second entrance to the south of Gate#1 will be called Gate#2. The current plan is to have Gate#2 for Spectators and Gate#1 for show cars and vendors.
3. Make the field generally available to the VAE for setting up the field starting the Thursday Before the first weekend. One or two motor homes will arrive on that Thursday with club personnel who will be living there during the week before the show to make preparations. Normally, also, the Monday following the show is used to make final clean-up and equipment storage. (The VAE will allow the Waterbury Flea Market to operate as normal on Farr Field the first Saturday and Sunday of August (the weekend before the VAE show) while the VAE continues its show set-up on other parts of Farr Field. The Flea Market covers an area basically square, that includes that area south of Farr Field main entrance between Route 2 and the power pedestal. The Waterbury Flea Market will not be in operation during the weekend of the VAE car show.
4. Agree that the VAE shall, during the period of this lease, have the exclusive use of the field and no other commercial enterprises, activities and entities shall have rights related to the field other than those which are exclusively negotiated with the VAE.
5. The parties hereto agree and provide for a mutual termination clause such that thirty (30) days prior to November 1<sup>st</sup> of any future contract, either the VAE or Mr. Farr may give written notification to the other party of the desire, necessity or need to terminate the agreement without cost, penalty, or legal implication. This agreement may be reviewed by either party annually.
6. Agree that as part of this agreement, there shall be included the right to allow storage of Car show equipment (at no risk to the the VAE) in a barn and park up to five car show trailers on land owned by Mr. Farr on Farr Landing Road during the year between shows. Furthermore; the VAE will have the use of two tents on Farr Field during the car show. The tents are 60'x90' and 30'x30' along with seating and tables for 150 people. The VAE will also have the access and use to potable water (well) and the use of power and communication systems on Farr Field. Mr. Farr has the right to meter the car show's electric use and to charge the VAE accordingly.

  
John Farr (Farr Field owner)

  
Robert Chase (Co-Chair, VAE Antique & Classic Car Meet)

  
Duane Leach (Co-Chair, VAE Antique & Classic Car Meet)



Subject **Re: Use of Waterbury Train Station Porch**  
From Laura Vilalta - Black Cap Owner <laura@blackcapvermont.com>  
To <rccwrn@stoweaccess.com>  
Cc Ryan Jensen <ryanj@blackcapvermont.com>, Maria Agustina Cabezas <maria@blackcapvermont.com>, Karen Nevin <karen@revitalizingwaterbury.org>, Ashia Messier <ashia@blackcapvermont.com>  
Date 2024-06-07 11:37 am

resending our approval.

Laura Vilalta (she / her)  
Black Cap Coffee & Bakery  
of Vermont  
Owner  
[laura@blackcapvermont.com](mailto:laura@blackcapvermont.com)

On Jun 3, 2024, at 10:48 AM, Laura Vilalta - Black Cap Owner <[laura@blackcapvermont.com](mailto:laura@blackcapvermont.com)> wrote:

Mr Robert Chase,

Black Cap Coffee & Bakery located in the Waterbury, VT Train Station is pleased to host the Vermont Antique & Classic Car Meet in its 2024 edition on Saturday August 10, 3:30 to 5:30.

The outside outlets will be switched on for you to be able to announce and run the microphone.

Thank you for choosing our porch for this announcement.  
Looking forward to this great event.

Laura Vilalta (she / her)  
Black Cap Coffee & Bakery  
of Vermont  
Owner  
[laura@blackcapvermont.com](mailto:laura@blackcapvermont.com)

On May 27, 2024, at 3:58 PM, [rccwrn@stoweaccess.com](mailto:rccwrn@stoweaccess.com) wrote:

Laura:

The Vermont Automobile Enthusiasts request your permission for the use of the Waterbury Train Station porch on Saturday, August 10, 2024 from 3:30 to 5:30 p.m. The purpose for this use is to announce the Vermont Antique and Classic Car parade participants. We would also request a power outlet on the porch to run the microphone for announcements. A brief written e-mail to confirm your permission would be greatly appreciated. This is needed for our Town and State permits. My e-mail address is: [rccwrn@stoweaccess.com](mailto:rccwrn@stoweaccess.com).

Thank you very much for your help in this matter.

Regards,  
Robert Chase, Co-Chair, Vermont Antique & Classic Car Meet 2024



# ADA TRAFFIC CONTROL LTD.

SERVING VERMONT, NEW HAMPSHIRE, MAINE, NEW YORK, AND MASSACHUSETTS

PO BOX 950 | 254 BRENTWOOD DR UNIT 1 | COLCHESTER VT, 05446

Toll Free: 888-800-4232 [WWW.ADAVT.COM](http://WWW.ADAVT.COM) Fax: 802-891-6216

## Services Agreement 2024

This contractual agreement is hereby entered between ADA Traffic Control, Ltd. 35 Clay Point Road Colchester Vermont 05446 hereinafter referred to as ADA and Vermont Automobile Enthusiasts & The Vermont Antique and Classic Car Meet c/o Bob Chase CO-Chair PO Box 187 Stowe, VT 05672 Vermont hereinafter referred to as the Contractor.

ADA agrees to provide traffic control services for the Contractor at Farr Field 1901 US. Route 2 Waterbury, Vermont on August 9th, 10<sup>th</sup> & 11<sup>th</sup> that meets requirements set forth by the Contractor and the State of Vermont standards prior to signing this contract. ADA shall provide to the contractor a traffic control plan required to be approved by VTrans. ADA will provide a minimum of 3 or more uniform certified traffic control officers for traffic control. The 3 officers shall be stationed at both entrances to the event daily plus 1 additional traffic control officer on the 12<sup>th</sup> from 9am-5pm with flexibility. ADA shall transport to and from the site all equipment necessary i.e., approved traffic cones, traffic control signs, other equipment for the purpose of installing, tearing down, picking up traffic cones signs daily.

In consideration of traffic control services rendered by ADA for the 3-day event the agreed total sum of \$ 8,500.00 covers all services rendered and so listed. Contractor agrees to pay the said sum within 30 days from the date of invoice. ADA maintains that Safety is everybody's responsibility, the safety rules of ADA will be strictly adhered to and enforced. ADA provides Workers' Compensation and General Liability insurance for its employees.

Indemnification and Subrogation: The Contractor shall identify and hold the Agency (directors, supervisors, employees of the Agency harmless from and against any and all liability from injury to person or property wholly or in part by negligent act, omissions, or willful misconduct of the Contractor, including any and all expenses, legal or otherwise, incurred by the Agency,

Provided the Contractor agrees with the service agreement as prepared please sign and return the agreement by email to [Jim@adavt.com](mailto:Jim@adavt.com). Payment for services shall be made to ADA Traffic Control, Ltd 35 Clay Point Road Colchester, Vermont 05446.

Signatures Vermont Automobile Enthusiastes &  
The Vermont Antique Car Meet

By,

Robert C. Chase

Signature

Robert C Chase

Print Name

6/26/24

Date

By,

Diane H Leach

Signature

Diane H Leach

Print Name

6/26/24

Date

ADA Traffic Control, Ltd

James E. Murphy

Signature

JAMES E. MURPHY

Print Name

6/24/24

Date





# Traffic Control Plan

Car Show, Waterbury VT

June 24, 2024

Revision 00

Prepared by: Chris Provencher

Reviewed and approved by: Pat Murphy



# ADA TRAFFIC CONTROL LTD.

SERVING VERMONT, NEW HAMPSHIRE, MAINE, NEW YORK, AND MASSACHUSETTS

PO BOX 950 | 35 CLAY POINT RD | COLCHESTER VT, 05446

Toll Free: 888-800-4232 [WWW.ADAVT.COM](http://WWW.ADAVT.COM) Fax: 802-891-6216

DATE: June 24, 2024

PROJECT: Car Show

LOCATION: RT 2 Farr Field, Waterbury VT

CONTRACTOR: VT Automobile Enthusiast

- This plan is designed to help the motoring public get through the area of Farr Field in Waterbury VT, during the planned car show. With the help of Flaggers, Signage and 28" cones this area will run smoothly during the car show with limited traffic delays.
- Temporary Traffic Control Plans developed by ADA Traffic Control.
- ADA Traffic Control will set the Advanced Warning Signs up before the start of the project on the same day of the work. No workers can be in the roadway without Advanced Warning Signs in place. Signs will be spaced per MUTCD for Urban high speed. If work goes more than 1 day, Advanced Warning signs and cones will be completely removed each day.
- All workers working within the highway ROW are wearing safety apparel meeting Performance Class 2 or 3 apparel, which can consist of a combination of high-visibility safety apparel that meets the Performance Class 2 or 3 requirements of the ANSI/ISEA 107 -2004 or newer
- All diamond shaped signs shall be 48 x 48, MUTCD Compliant, with fluorescent orange background sheet with a black legend and a border. Sign stands shall be NCHRP 350 and/or MASH Compliant.

Any questions pertaining to this plan or traffic control please contact:

Chris Provencher

Special Projects Manager for ADA Traffic Control, LTD

802-238-2589





**Date:** 6/24/2024 **Author:** ADA Traffic Control, LTD **Project:** VT Auto Enthusiasts

**Comments:**

Vermont Automobile Enthusiasts & The Vermont Antique and Classic Car Meet  
901 Rt 2 Waterbury, VT Farr Field  
Sign Spacing 500' (rural) starting from tapers  
Plan 1 of 2



Date: 6/24/24 Author: ADA Traffic Control, LTD Project: VT Auto Enthusiasts

**Comments:**

Vermont Automobile Enthusiasts & The Vermont Antique and Classic Car Meet  
901 Rt 2 Waterbury, VT Farr Field  
Sign Spacing 500' (rural) from taper  
Plan 2 of 2

Note 1. Approximately 100 cones will be on site for use along tapers and lanelets. Cones will be spaced 25' along the new lanes.

Note 2. Extra cones will be used along the yellow line in advance of the event to slow oncoming vehicles.

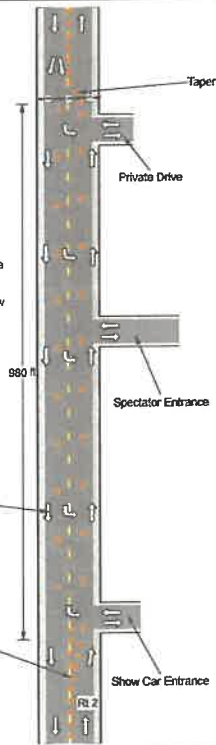
Note 3. All 3 lanes will need to be 11' wide at all times.

Note 4. See plan 1 of 2 for expanded view.

Note 5. Arrows depicted on this plan are for explanatory purposes only and will not be in place during event.

See Note 5

North  
↖





**STATE OF VERMONT**



**DEPARTMENT OF PUBLIC SAFETY  
VERMONT STATE POLICE**

Berlin Barracks  
578 Paine TPK N  
Berlin VT 05602  
802 229 9191 ext 3

Mr Chase,

This letter is to confirm that Trooper Mae Murdock will be covering the car show at Farr's Field on August 9-11, 2024. If you have any further questions please feel free to contact her at the above number or by email at [mae.murdock@state.vt.us](mailto:mae.murdock@state.vt.us)

SGT William Warner  
Patrol Commander  
VT State Police Berlin



## **Washington County Sheriff's Department**

**Marc P. Poulin, Sheriff**

10 Elm Street • P.O. Box 678

Montpelier, VT 05601-0678

802.223.3001 • Fax 802.828.3611

**June 26, 2024**

**To whom it concerns,**

**This letter is to serve as notice that the Washington County Sheriff's Department will be providing uniform traffic officers for the Car Show that is scheduled for August 10<sup>th</sup>, 2024. There will be three Deputies assigned to assist with road closures during the Parade and one assigned during the street dance.**

**Respectfully,**

A handwritten signature in black ink, appearing to read "Marc P. Poulin".

**Marc P. Poulin  
Sheriff**

# Drowns Security

**Kermit Drown**

Office: 802-868-6169

Cell: 802-752-7788



Drowns Security will provide in house  
Security for the Waterbury Car Show.

Aug 9 - 9:00 a.m. - 5:00 p.m. and 9:00 p.m. - 5:00 a.m.

Aug. 10 - 9:00 a.m. - 5:00 p.m. and 9:00 p.m. - 5:00 a.m.

Aug 11 - 9:00 a.m. - 2:00 p.m.

Sincerely,

Chief Kermit Drown



## WIDOWS SONS VERMONT

To: VAE  
From: Brian A. Locke  
Re: VAE Car Show

May 19, 2024

Let it be known that the Vermont Widows Sons will be the organizing group for staffing the VAE Car Show.

All members working the VAE show are Freemasons or family members, and any money raised will be directed to the fraternal body of their choice.

### Scope of Duties:

- Have teams in place at 0530 am on all three days of the event
- Collect entrance fees at all gates into the event.
- Provide parking guidance, both into and exit of the event.
- Provide any additional duties for the reason of the VAE management team.
- Remain on site until released daily by the VAE management team.

### Contacts:

Brian A. Locke  
Vermont Widows Sons  
(802) 825-6010

Marke Englert  
Vermont Widows Sons  
(802) 505-8989

Respectively submitted,

*Brian A. Locke*

**P&P Septic Service****P.O. Box 639****Williston, VT 05495****802-658-6243**[www.pandpseptic.com](http://www.pandpseptic.com)

ar@pandpseptic.com

**Invoice**

Date

Invoice #

**Customer:**

Vermont Automobile Enthusists

P.O. Box 187

Bob Chase

Stowe VT 05672

**Service Site:**

Bob Chase

Farr's Field

Waterbury VT 05672

WO #	Delivery Ticket #	Customer #	Customer Phone #	PO #	Terms
100314		151557	802 253 4579		NET5

**Work description**

Deliver (4) Standards and (1) Hand sink on 8/2, deliver remainder of units and sinks on 8/5 in the AM. Clean all units first thing in the morning on 8/9 and 8/10, then clean all units on 8/10 after 4PM, Remove all units on 8/12

**Work description** (25) Standard units, (3) ADA units and (3) Hand sinks**DELIVERY****DELIVERY**

&lt;none&gt;

Tech  
Location

Qty used	Unit	Item	Description	Unit price	Ext price
25.00	28Days	PT	Portable Toilet Rental	110.00	2,750.00
3.00	28Days	PTH	Handicapped Toilet Rental	200.00	600.00
3.00	28Days	HS	Hand Sink	110.00	330.00
3.00	Each	CLEAN	Extra cleaning	825.00	2,475.00

For your convenience, we accept Visa, MasterCard, and Discover.  
Please call us to arrange payment by credit card or visit  
[www.pandpseptic.com](http://www.pandpseptic.com) to pay online.

rccwm@stoweaccess.com

<b>Subtotal</b>	6,155.00
<b>Additional charges</b>	0.00
<b>Discount</b>	
<b>Sales tax</b>	220.80
<b>Payments received</b>	0.00
<b>Balance Due</b>	<b>\$6,375.80</b>



April 3, 2024

Duane Leach  
Robert Chase  
Vermont Auto Enthusiasts

Dear Duane & Bob:

Please accept this letter from Green Mountain Roamers Snowmobile Club as an official commitment to provide trash services for the Vermont Antique and Classic Car Meet to be held at Farr's Field in Waterbury, VT August 9th-11th under the following terms and conditions.

- Vermont Auto Enthusiasts agrees to pay Green Mountain Roamers the sum of \$3000 for the effective removal of all trash during the event.
- Vermont Auto Enthusiasts agrees to provide roll-off dumpsters for the trash to be deposited into, one of which will be left onsite until Tuesday, August 13th so that all trash can be discarded after everyone has vacated the grounds.
- Vermont Auto Enthusiasts agree to allow Green Mountain Roamers a booth/table space near the concession/registration area which will be staffed to build public support and awareness for the club.
- Vermont Auto Enthusiasts agrees to provide Green Mountain Roamers volunteers with bracelets that will allow admission and parking for the duration of the event.
- Vermont Auto Enthusiasts agrees to allow Green Mountain Roamers to park 1 camper on the grounds for the duration of the event.
- Green Mountain Roamers agrees to provide and place a minimum of 100 trash barrels throughout the event in coordination with Vermont Auto Enthusiasts.
- Green Mountain Roamers agrees to maintain a clean environment throughout the duration of the event and leave the event area in the same shape it was in prior to the event.

Sincerely,



Nathan Lafont  
President, Green Mountain Roamers



Vt Auto Enthusiasts  
VT RT 2 – Farr's Field  
Waterbury, VT 05676

March 26, 2024

Re: Vt Auto Enthusiasts

Job Location: VT RT 2 – Farr's Field, Waterbury VT 05676

Dear Bob,

Casella has a dedicated team to assist you during your project. Our Commercial services department is available Monday-Fridays 6:30 am to 5:30 pm at 802-779-0700 for your convenience.

Please find the attached pricing and delivery schedule:

**Delivery Schedule:**

2 / 30 yd containers for trash on site:

Deliver 1 /30-yard August 2  
Removal 1 /30-yard August 13

Deliver 1 /30-yard August 5  
Removal 1 /30-yard August 12

2 / 15 yd containers for trash on site:

Deliver 2 /15-yard August 5  
Removal 2 /15-yard August 12

10/ 96-gallon Recycling totes

Deliver all totes on August 5  
Remove all totes on August 12

**Pricing: Roll off per container**

Delivery Fee - \$0

Haul Fee - \$185.00 per haul

Tonnage - \$130.00 per ton

Per Roll Off Container.

10/ 96-gallon Recycling containers

Delivery \$0

Removal \$125.00

Please feel free to contact me if you have any questions regarding this proposal.

Regards,

Jennifer Wilder

Casella Waste Management, Inc.

58 East View Lane

Barre VT 05641

802 779 0700





STATE OF VERMONT  
DEPARTMENT OF PUBLIC SAFETY  
WATERBURY, VT 05671-1300

Application for Commercial Public Assembly Permit  
(Title 20 VSA Section 4501-4511)

**Contact Information**

Name of applicant: *Vermont Automobile Enthusiasts*

Address of applicant: *50 Robert C. Chase R.O. Box 187 Stowe, VT 05672-0187*

Cell / Phone / Email of applicant: *Cell 802-279-5765*  
*Home 802-253-4579 FCCWRH@stoweaccess.com*

Name, address and phone/cell # of person authorized to represent the applicant in applying for permit (if different, or in addition to above):

*Duane H. Leach 1241 Main St. Fairfax, VT 05454-9533 Cell 802-316-1028*  
*Home 802-849-6174*

If acting for a corporation, governmental agency or other organization, list officers of the organization on a separate sheet and attach. Include all addresses and phone numbers.

*Attached*

Contact name and phone number during the event:

*Robert C. Chase 802-279-5765*  
*Duane H. Leach 802-316-1028*

**Event Information**

Event Title: *The Vermont Antique & Classic Car Meet*

Event website: *www.vtcar.org*

Date and time event will begin: *7 A.M. Friday August 9, 2024*

Date and time event will end: *4 P.M. Sunday August 11, 2024* Rain date: *Rain or Shine*

Town in which the event will be held:

*Waterbury*

- Please attach **signed** letter from the Town Select Board or Town Manager approving the event.

*Applied for*

- If the event is to be held on private property please attach a **signed** letter from the registered property owner approving the event. This letter must contain contact information of the property owner.

*Attached*

Exact physical location of event (name and number of street, road):

*1901 U.S. Rt. 2 Waterbury, Vt.*

Number of people expected to attend the event:

*25000 ±*

List of entertainers who will participate in the event:

*0*

Price of admission:

*\$5.00 Children 12 and under Free*

What is the general nature or purpose of the event? (Church fair, concert, dairy festival, agricultural fair, etc.): *Antique Vehicle show, Educational Exhibits, Flea Market (Auto related)*

*Vt. Crafters, car corral, race car exhibit, parade, street dance*

Dimensions of event location:

*38 acres*

Dimensions of parking lot(s):

*15 acres*

Will attendees be permitted to camp out at or near the event location? Please provide details of camping arrangements to include date/time arrival and departure are allowed.

*Yes show workers will camp on the field, Flea Mkt Vendors will stay on their spaces, others Little River State Park nearby*

Number of attendees camping:

*20 ±*

*Arrive August 2, 2014  
Depart August 7, 2014*

Dimensions of camping area(s):

*30' x 200' (workers)*

### Public Safety

- Contact must be made with the VT Agency of Transportation (AOT) District(s) in which the event will take place. AOT may or may not require an additional permit for the event(s). See website at <http://vtrans.vermont.gov/operations/districts> for District maps and contact information.

*Applied for S111 & Home Town Parade*

Crowd Control: What arrangements have been made for crowd control, traffic control, security and parking?

*ADA Traffic Control LTD*

*Downs Security Fri AM - Sun 2PM Security*

*Vermont Widows Sons (Masonic Organization of Vt.) parking*

*under  
Vermont  
Automobile  
Enthusiast  
supervision*

- Please attach a **signed** agreement from the organization(s) providing each of the items above.

*Attached*

- If the Town where the event will be held is policed by a local Police Department, Sheriff's Department or Town Constable please attach a **signed** letter from that department head or designee acknowledging and approving the event as well as information from the agency detailing their traffic/crowd control plan.

*Attached*

- Medical Services: Attach a **signed** agreement from the local emergency medical service department providing first response to the event.

*Attached*

- Fire Services: Attach a **signed** agreement from the local Fire Department Chief or designee providing fire services to the event.

*Attached*

- Division of Fire Safety: Please ensure you have contacted the Vermont Division of Fire Safety; Director Michael Desrochers at 802-479-7561 to discuss the event.

*Attached*

### Food and Sanitation

What arrangements have been made for food and water?

*North Country Specialty Foods Inc. (Dan & Laurie Keough)*

*contract*

*P.O. Box 25*

*Milton, VT 05468*

*(Water on site)*

Concessionaires: List the concessionaires and the types or products each will dispense:

*North Country Specialty Foods Inc.*

*contract*

*VAE*

*Food Cold & Hot Beverages (non alcoholic)*

*Souvenir Tent Clothing  
plaques  
posters*

What arrangements have been made for toilet facilities?

*P&P Septic Service Inc Williston, VT*

*contract*

*portalets & sinks*

Clean-up: What arrangements have been made to assure that litter, incidental to the event, will be cleaned up and disposed of?

*Casella Waste Management - waste containers*

*contract*

*Waterbury Snowmobile Club - barrels & clean up*

*contract*

### Advertisements

How will the assembly be advertised? (Free advertisements need not be listed.)

*Brochures, posters, newspapers, TV, Radio*

*Chris Barbieri publicist chris\_barbieri@yahoo.com*

List names of newspapers, websites, flyers etc. and the dates the advertisement will appear.

Please attach copies of the advertisement if available. *Washington World, Seven Days*

*Hemmings Motor News, Old Cars, Old Autos*

Will radio or television be used to advertise the event? (List stations, dates and times of commercials. Attach copies of the proposed commercials, if available. *WCAX-TV WDEV*

*WVMT, Print Network, Hall Broadcasting, Froggy*

REMARKS: Include any information you believe will be of assistance in evaluating this application such as previous events, historical knowledge etc.

*This will be our 62<sup>th</sup> Car Meet (previously held in Stowe)  
under the direction of Vermont Automobile Enthusiasts.*

*The Vermont Chamber of Commerce is hosting a beer & wine garden  
this year. (please see attached e-mail for times & information)*

An ORIGINAL completed application must be received not less than 30 days prior to the event.

Missing or incomplete information may result in delayed approval.  
Conditions for approval may be imposed should public health or safety be of concern.

Signature of Applicant (or Authorized Agent): Robert C. Chase

Date Signed: 06-28-2024

Upon completion, return form and all supporting documents to:

Vermont State Police  
Field Force Commander  
Permit Application  
45 State Drive  
Waterbury, VT 05671-1300

**Mike Felix - Chairman**  
 845-656-7260 [felixmike3@gmail.com](mailto:felixmike3@gmail.com)  
**David Sander - President**  
 802-434-8418 [dsander@aol.com](mailto:dsander@aol.com)  
**Jason Warren - 1st Vice**  
 802-644-5635 [jw790245@gmail.com](mailto:jw790245@gmail.com)  
**Judy Boardman - 2nd Vice**  
 802-899-2260 [judyboardman@gmail.com](mailto:judyboardman@gmail.com)  
**Don Pierce - Treasurer**  
 802-879-3087 [dwp@matodyelectric.com](mailto:dwp@matodyelectric.com)  
**Charlie Thompson - Recording Secretary**  
 802-878-2536 [charlieandmarion@comcast.net](mailto:charlieandmarion@comcast.net)  
**Wendell Noble - Term ends 1/2026**  
 802-893-2232 [wnoble@myfairpoint.net](mailto:wnoble@myfairpoint.net)  
**Eric Osgood - Term ends 1/2025**  
 802-635-2138 [eto1@outlook.com](mailto:eto1@outlook.com)  
**Bob Hawke - Term ends 1/2023**  
 802-652-9772 [rah632@usa.com](mailto:rah632@usa.com)

#### Education/Outreach Committee:

<b>Ed Hilbert - Chair</b>	<b>Gary Fiske</b>
<b>Tom McHugh - V-Chair</b>	<b>Charlie Thompson</b>
<b>Wendell Noble - Sec.</b>	<b>Don Pierce</b>
<b>Gary Olney</b>	<b>Nancy Olney</b>
<b>John Malinowski</b>	

#### Please pay dues to:

**Christina McCaffrey, Membership Secretary**  
 89 Ledge Road, Burlington, VT 05401-4140  
[VAEmembership@gmail.com](mailto:VAEmembership@gmail.com)  
 or [marleyparis@aol.com](mailto:marleyparis@aol.com)

**The Vermont Antique and Classic Car Meet Co-Chairs:**  
**Bob Chase 802-253-4579, [rcwrm@stoweaccess.com](mailto:rcwrm@stoweaccess.com)**  
**Dunne Leach 802-849-6174, [dunleachs@gmail.com](mailto:dunleachs@gmail.com)**

#### Wheel Tracks Editors

**Anne Pierce, 802-879-3087**  
[fortherecordinvermont@gmail.com](mailto:fortherecordinvermont@gmail.com)  
**Colchester, Vermont**

**&**  
**Nancy & Ken Gypson, 518-423-7565**  
[kengypson@yahoo.com](mailto:kengypson@yahoo.com)  
[nacygypson@yahoo.com](mailto:nacygypson@yahoo.com)  
**Poestenkill, New York**

**&**  
**Gary Fiske, 802-933-7780**  
[gafiske@gmail.com](mailto:gafiske@gmail.com)  
**Enosburg Falls, Vermont**

**Clark & Isabelle Wright - Burma-Shave Editors**

**Justin Perdue - Webmaster**

**David Hillman - Welcome Committee**

**John Lavallee - Communications**

**Wheel Tracks Printer, Messenger Marketing**  
**St Albans, Vermont**



15 Martin Road South Hero, Vt. 05486  
 32 Turkey Hill Road Richmond, Vt. 05477  
 210 Pine Tree Lane Jeffersonville Vt. 05464  
 252 Upper English Settlement Road Underhill, Vt. 05489  
 203 Colchester Pond Road Colchester Vt. 05446  
 272 Colchester Pond Road Colchester Vt. 05446  
 83 Hibbard Road Milton Vt. 05468-3660  
 51 Clay Hill Johnson, Vt. 05656  
 39 Barbara Terrace Colchester, Vt. 05446



**Department of Public Safety**  
**Division of Fire Safety**  
Waterbury Regional Office  
45 State Drive  
Waterbury, VT 05671-8200  
Firesafety.vermont.gov

(phone) (802)479-4434  
(fax) (802) 479-4446

Date: June 19, 2024

Attn: Mr. Bob Chase,

Re: Vermont Antique and Classic Car Meet – Farr Field August 9<sup>th</sup>-11<sup>th</sup>, 2024

Mr. Chase, this letter is to summarize our telephone conversation regarding Division of Fire Safety approval for your annual classic car meet to be held at Farr Field in Waterbury. The event will begin on August 9<sup>th</sup> and run through August 11<sup>th</sup>, 2024. Provided the following conditions are adhered to, your event is hereby **APPROVED**.

All proper permits will be obtained for the installation of any tents exceeding 1200 sq. ft prior to the event and installations shall comply with the 2015 edition of NFPA 1 Chapter 25 and NFPA 101 Chapter 12. In addition, electrical work notices shall be obtained for the installation of any portable power generators used for the event and all installations shall be in accordance with NFPA 70 – National Electrical Code as currently adopted.

Please contact the area Fire Marshal – Stanley Baranowski at [stanley.baranowski@vermont.gov](mailto:stanley.baranowski@vermont.gov) in the days prior to your event for inspection of the tent installation. All electrical installations including portable generators will be reviewed by Chief State Electrical Inspector – Dennis Blair who can be reached at [dennis.blair@vermont.gov](mailto:dennis.blair@vermont.gov) prior to the event.

Sincerely,

**Benjamin Moffatt**

Digitally signed by Benjamin Moffatt  
DN: C=US,  
E=benjamin.moffatt@vermont.gov,  
O=Division of Fire Safety, OU=DPS-FP-  
BARRE, CN=Benjamin Moffatt  
Date: 2024.06.19 09:08:42-04'00'

Benjamin Moffatt – Assistant State Fire Marshal – Regional Manager



PERMIT ID# \_\_\_\_\_

FOR AGENCY USE ONLY

Town: \_\_\_\_\_  
 Route: \_\_\_\_\_  
 Mile Marker: \_\_\_\_\_  
 Log Station: \_\_\_\_\_

**VERMONT AGENCY OF TRANSPORTATION  
 State Highway Access and Work Permit**

Owner's/Applicant's Name, Address, E-mail & Phone No. Vermont Automobile Enthusiasts  
Robert C Chase P.O. Box 187 Stowe VT 05672 rcwvrn@stoweaccess.com / Home 802-253-4599  
 Co-Applicant's Name, Address, E-mail & Phone No. (if different from above) cell 802-279-5765  
Duane H. Leach 1241 Main St. Fairfax VT 05454 dmleachs@gmail.com / Home 802-849-6174  
 The location of work (town, highway route, distance to nearest mile marker or intersection & which side) cell 802-316-1028  
Waterbury US 2 West map enclosed  
 Description of work to be performed in the highway right-of-way (attach plan) Uniformed officers, flaggers, signs and  
cones meeting MUTCO standards for car meet & Saturday parade

Property Deed Reference Book: N/A Page: N/A (only required for Permit Application for access)  
 Fee \$ 0 (fees do not apply for residential or agricultural purposes) Non Profit Fed ID 27-0851640  
 Is a Zoning Permit required? Yes ☐ No ☐ - If Yes, # \_\_\_\_\_  
 Is a 30 VSA § 248 permit required? Yes ☐ No ☐ - If Yes, # \_\_\_\_\_  
 Is an Act 250 permit required? Yes ☐ No ☐ - If Yes, # \_\_\_\_\_  
 Other permit(s) required? Yes ☒ No ☐ - If Yes, name and # of each State Commercial Public Assembly Permit  
 Date applicant expects work to begin 8-9, 9-10 parade, 8-12 2024 Town Special Event Permit, Home Town Parade Permit  
 Owner/Applicant: Robert C Chase Position Title: co-chair  
 (Print name above)

Sign in Shaded area: <u>Robert C Chase</u>	Date: <u>06-28-2024</u>
--	-------------------------

Co-Applicant: Duane H. Leach Position Title: co-chair  
 (Print name above)

Sign in Shaded area: <u>Duane H Leach</u>	Date: <u>06-28-2024</u>
---	-------------------------

**INSTRUCTIONS:** -Contact the Development Review and Permitting Services Section (802.636.0037) or your local area Transportation Maintenance District Office to determine your issuing authority. The issuing authority will determine what plans, fee and other documents are required to be submitted with your Vermont Statutes Annotated, Title 19, Section 1111, permit application request.  
**- Original signatures are required on an original Form.** The Owner/Applicant and Co-Applicant (if applicable) declares under the pains and penalty of perjury that all information provided on this form and submitted attachments are to the best of their knowledge true and complete.  
**FEE:** -See Fee Schedule for applicable administrative processing and application review fee.

**PERMIT APPROVAL**

The work is subject to the restrictions and conditions on the reverse page, plus the Special Conditions stated on the attached page(s).  
 Date work is to be completed \_\_\_\_\_ Date work accepted: \_\_\_\_\_

By \_\_\_\_\_ Issued Date \_\_\_\_\_ By: \_\_\_\_\_ DTA or Designee  
 Authorized Representative for  
 Secretary of Transportation

**NOTICE:** This permit covers only the Vermont Agency of Transportation's jurisdiction over this highway under Vermont Statutes Annotated, Title 19, Section 1111. It does not release the petitioner from the requirements of any other statutes, ordinances, rules or regulations. This permit addresses only access to, work within, and drainage affecting the state highway. It does not address other possible transportation issues, such as access to town highways, use of private roads, and use of railroad crossings. If relevant to the proposed development, such issues must be addressed separately.

**No work shall be done under this permit until the owner/applicant has contacted the District Transportation Office at:**

**STATE OF VERMONT AGENCY OF TRANSPORTATION**  
**APPLICATION FOR AUTHORITY TO HOLD HOME TOWN PARADES ON A STATE HIGHWAY**

**TO BE COMPLETED BY APPLICANT**

Non-Profit Municipal Organization Vermont Automobile Enthusiasts  
Applicant: Robert C Chase / Duane H Leach Phone (802) 253-4579 or 279-5765  
849-6174 or 316-1028  
Address: P.O. Box 187 / 1241 Main St City: Stowe / Fairfax Zip: 05672  
05454

I/We apply for authorization to administer a home town parade on VT State Highway 2

On 08 10 2024 at \_\_\_\_\_ N S E W of Mile Marker \_\_\_\_\_  
Month Day Year Feet Circle One

Attached is a certificate of insurance verifying that the organization possesses Worker's Compensation insurance, if required by statute; Automobile Liability insurance with limits not less than \$300,000 Combined Single Limit and Commercial General Liability insurance coverage with limits not less than \$300,000 per occurrence both naming the State of Vermont as an additional insured, and endorsement by a Police department having jurisdiction on this roadway.

I/We agree to comply with any and all participant and traffic sign requirements attached to the permit.

Robert C Chase Duane H Leach Date: 6-24-24  
Signature of Applicant(s)

Endorsed by Policy Department: The Washington Co Sheriff's Dept  
Name of Department  
has been made aware of the intended use of the state highway and the requirements of 23 VSA Section 1056.  
I/We request that the Agency ☒ Grant: ☐ Deny: ☐ Grant with the following conditions: this application.

[Signature] Sheriff Willard 6/26/2024  
Conditions if recommended Date:  
Signature and Title of Police Official:

**TO BE COMPLETED BY THE AGENCY OF TRANSPORTATION**

the Agency of Transportation ☐ Grants ☐ Denies authority to the above-named applicant to use the state highway to hold a hometown parade on Vermont State Highway \_\_\_\_\_ with these conditions:

1. No parade will be conducted during nighttime hours.
2. The sponsor agrees in writing to comply with any and all attached participant and traffic safety requirements. A typical layout with required signs is attached.
3. Where a parade will require a State highway be closed for longer than 30 (thirty) minutes, and at the discretion of the authorized District Transportation Administrator (DTA), a municipality is responsible to provide a detour plan.
4. A completed permit application containing any required local municipal and law enforcement endorsement is on file with the District at least two weeks before the date of the event.
5. Additional attached.

SIGNATURE: \_\_\_\_\_ DTA # \_\_\_\_\_ DATE: \_\_\_\_\_



## LETTER OF AGREEMENT

North Country Specialty Foods, Inc. (NCSF) agrees to provide food and beverage at the VAE Antique and Classic Car Meet in ~~Stowe~~ <sup>Winooski</sup> VT for the Vermont Automobile Enthusiasts, Inc. (VAE) under the following conditions:

1. NCSF will have an exclusive concession for all food and beverage service.
2. NCSF will pay the VAE five thousand dollars (\$5,000.) for the right to provide the food service, \$1,500. to be paid on or before June 1<sup>st</sup>, 2022, the balance to be paid on Sunday afternoon at the conclusion of the meet. *22 acc*
- 3.
4. NCSF will be responsible for tables, chairs, tents, refrigeration and power requirements of the food and beverage concession.
5. VAE will provide water, trash removal, handwashing sink, and portolet for the use of NCSF personnel.
6. VAE will have the opportunity to review and discuss the menu and prices.
7. This agreement will be for the period of three years starting in August 2022.
8. This agreement may be terminated or amended by either party by November 1 only if both parties agree to do so, or if either party does not live up to the above terms of agreement.
9. NCSF will NOT be financially liable for days of the show when the VAE is unable to sell admission to the general public.

Signed this date 5-18-22

Robert C. Chase Co-Chairman VAE Stowe Antique and Classic Car Meet

Dwight Seibert Co-Chairman VAE Stowe Antique and Classic Car Meet

[Signature] Officer, North Country Specialty Foods, Inc.

PA 001-420

Waterbury, Connect. 06705

TEL: 203-421-1121

INVOICE # 0030 - 2024

## EVENT CONTRACT

LISTING: Antique Car Show

ADDRESS: Waterbury Vt. 05671

PHONE : 802 - 253 - 4579 c.

CONTACT: Bob Chase

FAX:

NO. OF GUESTS: 50

PRICE PER PERSON: \$ 12.00

DATE & DAY: Sun Aug 11 th 2024

FUNCTION: Breakfast

LOCATION: Waterbury Flea Market @ Snack Shack / Tent

TIME: Caterer to arrive around 6:15 am, Serve @ 7 am.

## MENU

Coffee, Tea, Decaf w/ cream & sugar

Eggs - Scrambled w/ cheddar cheese, ketchup  
and salsa on the side

Bacon, Sausage links, Ham

Roasted baby red potatoes

Pancakes & French toast w/ butter & maple  
syrup

Assorted cold juices & bottled water

Food: \$ 600.00

Cake:

**SUB TOTAL: \$ 600.00**

Meals Tax 9%

Travel:

Labor:

Service Fee: 20%

Rentals

Sales Tax 6%

**TOTAL DUE: \$ 600.00**

Deposit 50%

**BALANCE DUE \$ 600.00**

**DATE DUE: 8 / 11 / 2024**

To include set up w/ paper goods  
to be ready at 7 am.

IT IS OUR POLICY TO RECEIVE 50% OF THE ESTIMATED COST AT THE TIME OF CONTRACT AGREEMENT  
BALANCE DUE ON EVENT DATE

Client Signature & Date \_\_\_\_\_

# Waterbury Fire Department

Gary Dillon, Chief  
Waterbury Fire Department  
28 North Main Street  
Waterbury, Vermont 05676



Non-Emergency (802) 244-8856  
Fax (802) 244-4303

May 27, 2024

Vermont Auto Enthusiasts  
Mr. Robert Chase  
P. O. Box 187  
Stowe, Vermont 05672

Re: Fire Service at Waterbury Antique Car Show

Dear Mr. Chase:

The Waterbury Fire Department can and will provide fire protection for the 2024 Antique Car Show in August (9<sup>th</sup>-11<sup>th</sup>), at Farr's Field. During an emergency, the fire department can be reached by calling 911 and providing the information that is relevant and asked for.

Sincerely,

A handwritten signature in black ink, appearing to read 'Gary Dillon', written over a horizontal line.

Gary Dillon, Fire Chief  
Waterbury Fire Department

Cc: Karen Petrovic, Town Clerk

**Waterbury Ambulance Service, Inc**  
**PO Box 95**  
**Waterbury Center, VT 05677**  
**802.244.5003**

**Event:** Vermont Auto Enthusiasts

**Date(s):** 9, 10, 11 August 2024 (Friday-Sunday)

**Times:** Friday 1000-1600, Saturday 0730-1600, Sunday 0800-1300

**Location:** Farr's Field

**Contact:** Robert Chase

**Telephone:** (802) 253-4579 home (802) 279-5765 cell

**Number of Attendees:** 15,000-20,000

**Requested Coverage:** 2 Certified Medical Providers

The undersigned requests the EMS coverage as outlined above and agrees to the billing terms detailed below.

**X** Robert Chase

Robert Chase  
Vermont Auto Enthusiasts

**X** Maggie Burke

Maggie Burke  
Waterbury Ambulance Service, Inc

1. Waterbury Ambulance charges \$65.00 per hour per medical provider with a 2-hour minimum.
2. Waterbury Ambulance will staff the event with a dedicated crew. Waterbury Ambulance reserves the right to reassign said crew during an unanticipated major emergency event. Waterbury Ambulance will communicate with event organizers during an unanticipated emergency event regarding status and conditions and charges will be prorated as needed.
3. Invoice will be net 30 days



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
05/21/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Alera Group, Inc. PO Box 279  Montpelier VT 05601	<b>CONTACT NAME:</b> Janet Farrow <b>PHONE (A/C, No, Ext):</b> (802) 223-7735 <b>FAX (A/C, No):</b> (802) 223-7515 <b>E-MAIL ADDRESS:</b> jfarrow@nwjinsurance.com																					
<b>INSURED</b> Vermont Antique Automobile Society, Inc. Vermont Automobile Enthusiasts 203 Colchester Pond Rd. Colchester VT 05446	<table><tr><th colspan="2">INSURER(S) AFFORDING COVERAGE</th><th>NAIC #</th></tr><tr><td>INSURER A:</td><td>Mt. Vernon Fire Insurance Company</td><td>26522</td></tr><tr><td>INSURER B:</td><td>Hanover Insurance Company</td><td>22292</td></tr><tr><td>INSURER C:</td><td></td><td></td></tr><tr><td>INSURER D:</td><td></td><td></td></tr><tr><td>INSURER E:</td><td></td><td></td></tr><tr><td>INSURER F:</td><td></td><td></td></tr></table>	INSURER(S) AFFORDING COVERAGE		NAIC #	INSURER A:	Mt. Vernon Fire Insurance Company	26522	INSURER B:	Hanover Insurance Company	22292	INSURER C:			INSURER D:			INSURER E:			INSURER F:		
INSURER(S) AFFORDING COVERAGE		NAIC #																				
INSURER A:	Mt. Vernon Fire Insurance Company	26522																				
INSURER B:	Hanover Insurance Company	22292																				
INSURER C:																						
INSURER D:																						
INSURER E:																						
INSURER F:																						

**COVERAGES** **CERTIFICATE NUMBER:** CL2452029998 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:		NBP2556073A	12/12/2023	12/12/2024	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ Medical payments \$ 5,000
B	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY		AHV9012520	02/02/2024	02/02/2025	EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ 1,000,000 PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/>
A	<input checked="" type="checkbox"/> <b>UMBRELLA LIAB</b> <input type="checkbox"/> EXCESS LIAB DED <input type="checkbox"/> RETENTION \$		CUP2552985A	12/12/2023	12/12/2024	EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ 1,000,000 PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/>
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N If yes, describe under DESCRIPTION OF OPERATIONS below	N/A				E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Directors and Officers		NBP2556073A	12/12/2023	12/12/2024	Directors and Officers \$1,000,000 Employment Practices \$1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

## CERTIFICATE HOLDER

Town of Waterbury  
28 North Main Street #1  
  
Waterbury VT 05676

## CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

*Janet R Farrow*

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# Calendar

**Jun 21-22 PA, Carlisle.** Carlisle GM Nationals. Carlisle Fairgrounds, 1000 Bryn Mawr Rd. 7am-6pm. [www.carlisleevents.com](http://www.carlisleevents.com), [www.carlisletickets.com](http://www.carlisletickets.com)

**Jun 22-23 PA, Philadelphia.** 7th Annual Philadelphia Concours d'Elegance. Simeone Foundation Automotive Museum, 6825 Norwiche Drive. [www.philadelphiaconcours.com](http://www.philadelphiaconcours.com)

**Jul 7 PA, Dublin.** Roads Angels of Doylestown. Dublin Volunteer Fire Company, 194 North Main Street. 9am-3:30pm. [www.roadangelsdoylestown.com](http://www.roadangelsdoylestown.com), Al Tursi 215-893-9796

**Jul 12-14 PA, Carlisle.** Carlisle Chrysler Nationals. Carlisle Fairgrounds - 1000 Bryn Mawr Rd. Sat 7am-6pm, Sun 7am-12pm. [www.carlisleevents.com](http://www.carlisleevents.com)

**Jul 19-20 PA, Morgantown.** 25th Camaro Nationals. [www.camaronationals.org](http://www.camaronationals.org)

**Aug 2-4 PA, Carlisle.** Carlisle Truck Nationals. Carlisle Fairgrounds - 1000 Bryn Mawr Rd. Fri & Sat 7am-dusk, Sun 7am-1pm. [www.carlisleevents.com](http://www.carlisleevents.com), [www.carlisletickets.com](http://www.carlisletickets.com)

**Aug 2-4 PA, Macungie.** Das Awkscht Fescht. Macungie Memorial Park - 50 North Poplar St., [www.awkscht.com](http://www.awkscht.com)

**Aug 17 PA, Stroudsburg.** Delaware Water Gap Classic Car Club 20th Annual Car Show. Eagles rest Cellars - 107 Eagles Rest Lane. Gates open at 11am. Noon-4pm. Delaware Water Gap Classic Car Club, PO Box 51, Delaware Water Gap, PA 18327

**Aug 22-24 PA, Carlisle.** Corvettes at Carlisle. Carlisle Fairgrounds - 1000 Bryn Mawr Rd. Thur - Sat 7am-6pm. [www.carlisleevents.com](http://www.carlisleevents.com), [www.carlisletickets.com](http://www.carlisletickets.com)

## TEXAS

**Jul 6 TX, Colony.** Bubba's 33 Car and Truck show, hosted by Monthly Muscle Car Shows. Bubba's 33, 4025 Hwy 121. 9am. [www.facebook.com/monthlymuscle/](http://www.facebook.com/monthlymuscle/) 469-384-2470

## VIRGINIA

**Jun 15 VA, Colonial Heights.** International Convention of the American Motors Owners Association hosted by the Potomac Ramblers chapter. Keystone Tractor Works - 880 W. Roslyn Rd. 9am-3pm. Open to all AMC, Rambler, Jeep, Nash, and Hudson vehicles. Convention Chair: Chad Quella 804-244-0114. [www.AMO.club](http://www.AMO.club) or [www.potomacramblers.com](http://www.potomacramblers.com)

**Jun 16 VA, Chantilly.** 49th Sully Antique Car Show, Sully Historic Site, 3650 Historic Sully Way. 10am-3:30pm. [www.GWCModelA.com](http://www.GWCModelA.com)

**Jun 16 VA, Sterling.** Sully Antique Car Show. Fairfax County Park. Check-in 7:30-9:30am. [www.gwcmodela.com/sully.asp](http://www.gwcmodela.com/sully.asp)

**Jul 13 VA, Mt. Vernon.** Mount Vernon Heritage Days Car Show. Gates open at 9am, show 10am-3pm. 1st Street SE form Hwy 1 to B Ave. Jeff LaFollette 563-8366, [Jeffla59@gmail.com](mailto:Jeffla59@gmail.com)

## WASHINGTON

**Jul 7 WA, Renton.** Return To Renton. Downtown Renton. Gates Open @ 8am. [rtcarshow@gmail.com](http://rtcarshow@gmail.com)

## WISCONSIN

**Jun 8 WI, Cedarburg.** 5th Annual American Legion Auxiliary's 5th Annual Car Show and Craft Fair, Peter Wollner American Legion Post 288, W57N481 Hilbert Ave. 10am-4pm. [www.auxiliaryevents288@gmail.com](http://www.auxiliaryevents288@gmail.com)

**Jun 9 WI, Green Bay.** Allouez Fest Car Show. Green Isle Park 9am-4pm

**Jun 9 WI, Spencer.** Cars In The Park to benefit Spencer Kids Group. Spencer Lions Park 105 S. Park St. Registration 8-11am, Dan Hill 715-659-3825.

**Jun 15 WI, Union Grove.** Gary's Hot Rod Reunion, 1st Annual Swap Meet & Car Corral & Car Show, Racine Co Fair Grounds 19805 Durand Ave, Union Grove Wisconsin. Auto Swap Meet / Cars for Sale Corral & Show Cars Featuring '60s muscle cars. All makes/models welcome. 6am-4pm, 608-244-8416, [www.madisonclassics.com](http://www.madisonclassics.com)

**Jun 15 WI, Green Bay.** Red Lewis Community Car Show. Auto Gallery, 400 S. Adams. 8am-2pm

**Jun 15 WI, Algoma.** Steele Street Car Show. Downtown. 7:30am-2:30pm

**Jun 15 WI, Whitelaw.** KC Car-Truck-Vintage Snowmobile Show & Swap Meet. Village Park. 9am-2pm

**Jun 15 WI, Grafton.** 33rd Annual Rods 'n Relics Car Show. Lime Kiln Park - 2020 Green Bay Rd. 9am-2:30pm, Jeff Wile 414-531-5963, [chillewille71@yahoo.com](mailto:chillewille71@yahoo.com)

**Jun 15 WI, Appleton.** Saving Heroes Car Show. Classic Mechanics Garage. 520 E. Northland Ave. 608-844-7169, [jcarter@classicmechanicsgarage.com](http://jcarter@classicmechanicsgarage.com)

**Jun 16 WI, Janesville.** RCHS 3rd Annual Vintage Car Show. Rock County Historical Society - 426 N. Jackson St. 10am-2pm. 608-756-4509, [carshow@rchs.us](mailto:carshow@rchs.us), <https://rchs.us/wp-content/uploads/2024-RCHS-Vintage-Car-Show-Registration-4.pdf>

**Jun 16 WI, Wautoma.** Father's Day Car Show. Waushara County Fairgrounds - 513 Fair Street. 7am-2pm

**Jun 22 WI, Slinger.** Uptown Chevrolet & Chrysler/Dodge/Jeep/Ram on Highway 60 for our summer car show. Uptown Motorcars - 1101 E. Commerce Blvd. 9am-3pm, [www.uptownmotors.com](http://www.uptownmotors.com)

**Jun 22 WI, Green Bay.** Treble High School Car Show. 222 Decker Ave. 8am-2pm

**Jun 23 WI, Chilton.** Calumet County VFW Car Show. Celebrating 60 years of the Mustang. Hobart Park.

**Jun 23 WI, Green Bay.** Second Annual Cars for Cancer Car Show. Stadium View Bar - 1963 Holmgren Way. [www.form.jotform.com/240826302334145](http://www.form.jotform.com/240826302334145)

**Jun 23 WI, Green Bay.** Nativity Church Car Show. 2270 S. Oneida Street. 10am-3pm

**Jun 30 WI, Waupun.** Celebrate Waupun Car Show. Harris Mill Park - 300 N. Forest Street. [www.tenneco.com](http://www.tenneco.com), Pete Kaczmarek 920-324-2213, [www.waupunfestivals.com](http://www.waupunfestivals.com)

**Jul 4 WI, Fond du Lac.** American Legion Post 75 Car Show. Fox Hole Bar - 500 Fon du Lac Ave. 9am

**Jul 4 WI, Campbellsport.** 20th Annual Car & Truck Show. Fireman's Park - West Main Street. 8:30am-3pm, Tony Stoffel 920-948-5061

**Jul 6 WI, Appleton.** American Legion Post 38 Olds Car Show. 3220 W. College Ave. 9am-2pm

**Jul 7 WI, Green Bay.** DJ's Veterans Car Show. Burkel's One-Block-Over 8am-3pm

**Jul 11-13 WI, Iola.** Iola Car Show. [www.iolacardshow.com/](http://www.iolacardshow.com/)

67<sup>TH</sup> ANNUAL  
**Vermont**  
ANTIQUE AND CLASSIC CAR MEET  
**AUGUST**  
**9, 10, 11, 2024**  
**Farr Field**  
US Rt. 2, Exit 10, on I-89  
Waterbury, VT  
Hundreds of antique show,  
race, and special interest  
cars, automotive  
flea market, car corral,  
parade, street dance,  
and much more.  
A Vermont Signature Event!  
For more info, contact:  
**802-249-0272**  
[cgeeb99@gmail.com](mailto:cgeeb99@gmail.com)  
[www.vtauto.org](http://www.vtauto.org)  
**Save the Date!**

**INDIANHEAD**  
**SWAP MEET**  
**CAR SHOW**  
1974 50<sup>TH</sup> 2024  
Proceeds Benefit Local Charities  
**NORTHERN WIS. STATE FAIRGROUNDS**  
**CHIPPEWA FALLS, WISCONSIN**  
VENDOR SET UP - 9 AM SATURDAY  
\$2 INSIDE SPECTATOR PARKING - FREE HANDICAP PARKING  
**\$3,000 CASH Give Away!**  
**\$5.00 AT GATE OPEN AT 7AM**  
NO VENDOR SET UP BEFORE SATURDAY  
**\$15.00 PER PERSON OUTDOOR SPACE**  
APPROX. 15' FRONTAGE \$15 CAR CORRAL SPACE  
ALL SHOW VEHICLES ARE ELIGIBLE FOR THE DRAWING  
Cash Drawings Will Begin at 2:00 p.m.  
YOU MUST BE PRESENT TO WIN!  
Sponsoring Club Members Are Eligible  
**WIN A GRAND PRIZE OF \$200!**  
PLUS 10 Chances to Win \$100!  
HWY. 124, NORTH SIDE OF CHIPPEWA FALLS  
FOOD AND REFRESHMENTS AVAILABLE  
CAMPING STARTS AT \$15  
PLAQUES TO 1st 500 SHOW CARS!  
ALL FOR SALE CARS MUST BE IN CAR CORRAL  
NO FERRARIS FOR SALE  
INDIANHEAD OLD CAR CLUB - RIVER CITY STREET 200A, LLC  
MARC-CHIPPEWA VALLEY 20  
<http://www.Indianheadcarshow.com>  
2nd-Club Swap Meet, LLC 2023



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

05/21/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Alera Group, Inc. PO Box 279  Montpelier VT 05601	<b>CONTACT NAME:</b> Janet Farrow <b>PHONE (A/C, No, Ext):</b> (802) 223-7735 <b>FAX (A/C, No):</b> (802) 223-7515 <b>E-MAIL ADDRESS:</b> jfarrow@nwjinsurance.com																					
<b>INSURED</b> Vermont Antique Automobile Society, Inc. Vermont Automobile Enthusiasts 203 Colchester Pond Rd. Colchester VT 05446	<table><tr><th colspan="2">INSURER(S) AFFORDING COVERAGE</th><th>NAIC #</th></tr><tr><td>INSURER A :</td><td>Mt. Vernon Fire Insurance Company</td><td>26522</td></tr><tr><td>INSURER B :</td><td>Hanover Insurance Company</td><td>22292</td></tr><tr><td>INSURER C :</td><td></td><td></td></tr><tr><td>INSURER D :</td><td></td><td></td></tr><tr><td>INSURER E :</td><td></td><td></td></tr><tr><td>INSURER F :</td><td></td><td></td></tr></table>	INSURER(S) AFFORDING COVERAGE		NAIC #	INSURER A :	Mt. Vernon Fire Insurance Company	26522	INSURER B :	Hanover Insurance Company	22292	INSURER C :			INSURER D :			INSURER E :			INSURER F :		
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**COVERAGES****CERTIFICATE NUMBER:** CL2452029998**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			NBP2556073A	12/12/2023	12/12/2024	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COM/OP AGG \$ \$
B	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY			AHV9012520	02/02/2024	02/02/2025	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ Medical payments \$ 5,000
A	<input checked="" type="checkbox"/> <b>UMBRELLA LIAB</b> <input type="checkbox"/> EXCESS LIAB DED \$ RETENTION \$ <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE			CUP2552985A	12/12/2023	12/12/2024	EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ 1,000,000 \$ PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/>
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Directors and Officers			NBP2556073A	12/12/2023	12/12/2024	Directors and Officers \$1,000,000 Employment Practices \$1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

**CERTIFICATE HOLDER****CANCELLATION**Town of Waterbury  
28 North Main Street #1

Waterbury

VT 05676

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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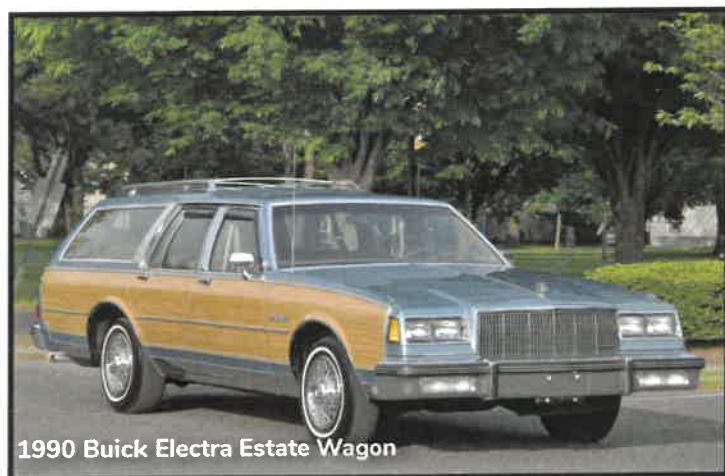
# 67<sup>th</sup> Annual Vermont Antique & Classic Car Meet



Farr Field, 1901 US RT 2, Waterbury, VT west of Waterbury Village

## August 9, 10, 11, 2024

Spectator admission \$15 US funds per day • Children 12 and under Free



1990 Buick Electra Estate Wagon



1915 Model T Touring

**New Class:** *Special Interest Vehicles 1999-2024*

A Class for every vehicle including Race Cars,  
Hot Rods, Street Rods, Resto-Mods and Kit Cars.

**Special Display:** *Classic Station Wagons*

**You Can Register Online  
at: [www.vtauto.org](http://www.vtauto.org)**



Brought to you by  
The Vermont Automobile Enthusiasts



**Vehicle Registration**

VAE c/o Anne Pierce  
203 Colchester Pond Rd  
Colchester, VT 05446  
vaecarshow@gmail.com  
802-879-3087

**Car Corral Registration**

VAE c/o John Malinowski  
203 Colchester Pond Rd  
Colchester, VT 05446  
cars.coffee.vermont@gmail.com  
802-662-1026

**Flea Market Registration**

VAE c/o Charlie Thompson  
203 Colchester Pond Rd  
Colchester, VT 05446  
802-734-4010

Automobile and Vintage Fashion Judging, Flea market, Car Corral, Antique Car Parade,  
Vermont Crafters, Awards Ceremony, Street Dance, and more.





Anne Decker, Music Director [www.turnmusic.org](http://www.turnmusic.org) [anniedecks@gmail.com](mailto:anniedecks@gmail.com)

Dear Mike Bishop, Tom Leitz, and Development Review Board,

Please accept this note along with my Entertainment Permit Applications submitted on June 27, 2024. It is my request and hope that TURNmusic will be able to hold three upcoming events this summer. Music in the Alley on July 19 and August 23 and our TURNing10! Music Festival on July 19/20. This week I learned that we did not have the appropriate permitting for these events. Please accept our apology for this oversight and moving forward we intend to have all details in place.

I have appreciated the support of Mike Bishop in our communications this week. Please reach out directly to me with future questions or concerns about TURNmusic.

Sincerely,

Anne Decker  
[turnmusicvt@gmail.com](mailto:turnmusicvt@gmail.com)  
802-578-5028



## MEMO

DATE: 07/01/2024

TO: Selectboard

From: Mike Bishop, Zoning Administrator

RE: Entertainment Permit for Phoenix Galley and Turn Music

Selectboard Members,

I have received complaints about the Phoenix Gallery potentially operating outside its approved zoning permit. The concerns stem from the promotion of a music festival that could attract 3000 attendees. Following the receipt of these concerns, I conducted an inquiry and held a meeting with the owner of Phoenix Gallery and Turn Music. Phoenix Gallery is now home to Turn Music, a separate entity involved in organizing, promoting, and hosting music events. The gallery has expanded its business model to offer its space for rental purposes; including live music events, wedding receptions, and private parties, and is now promoting itself as a "music hall".

Both Phoenix Gallery and Turn Music agreed they would need to apply for an updated zoning permit under 1605.3 of the zoning bylaws, which conditionally permits Event Facilities. Turn Music confirmed they're hosting a music festival on July 19th and 20th at the Phoenix Gallery and the Alleyway between 3 and 5 Stowe Street. The music event in the alleyway will be from 6:00-9:00 pm on July 19th, and then inside the Phoenix Gallery until 11:00 pm. All events on July 20th will be inside the Gallery. The organizers are uncertain about the number of attendees but don't expect a crowd anywhere close to 3000 people.

As these events have already been heavily advertised, I consulted with the town manager and the town attorney, and we all agreed that applying for an Entertainment Permit in the short term and seeking an updated change-of-use zoning permit for the long term is the best solution. An Entertainment Permit would still be required for any future events in the Alleyway. On Friday, June 28th, I received an application for a change-of-use zoning permit, which the Development Review Board should hear on July 17th.

Although outside of my duties and authority as the zoning administrator, during this inquiry, I was advised that some events at Phoenix Gallery and Turn Music are BYOB. I'm also aware that a Liquor License was previously approved for Back Black to serve alcohol in the Alleyway during the July 19<sup>th</sup> event. In speaking with the town attorney, it must be made clear that these two areas must be kept separate and that if Phoenix Gallery or Turn Music is hosting a BYOB event, no one should leave their premises with an open container.

Regards,

Mike Bishop

# **TOWN OF WATERBURY ENTERTAINMENT PERMIT**

THE UNDERSIGNED HEREBY REQUESTS PERMISSION TO OFFER PUBLIC ENTERTAINMENT, WITHIN THE TOWN OF WATERBURY, IN A PUBLIC HOUSE OR A NON-PUBLIC HOUSE AS DEFINED BY THE TOWN OF WATERBURY IN ITS PUBLIC ENTERTAINMENT ORDINANCE.

Name of Establishment: TURNmusic

Location entertainment will be offered: The Phoenix 5 Stowe Street Waterbury, Vermont 05677

Name of Applicant: Anne Decker

Type of Entertainment (check all that apply):

☒ Live music

☐ Dancing

☐ Mechanically or electronically produced music

☐ Live productions (plays, concerts, etc.)

☐ Other (please describe) \_\_\_\_\_

Please describe the days/time of day and give a brief description for the type of entertainment you have checked above:

TURNmusic celebrates their 10th birthday with a festival featuring solo and small group acts from 9-11 on July 19

And 10-7pm on July 20. All music takes place in The Phoenix

THE APPLICANT IS RESPONSIBLE TO INSURE THAT ALL SECTIONS OF THE ORDINANCE ARE FOLLOWED. SPECIFICALLY, ALL PUBLIC ENTERTAINMENT SHALL CEASE NO LATER THAN ONE HALF HOUR PRIOR TO THE TIME AT WHICH, BY LAW OR REGULATION, THE SERVING OF ALCOHOLIC BEVERAGES MUST CEASE.

Signature of Applicant:  Date: June 27, 2024

\*\*\*\*\*

At a Select Board meeting held on \_\_\_\_\_, this permit was:

( ) APPROVED Conditions: \_\_\_\_\_

( ) DISAPPROVED Reasons: \_\_\_\_\_

Municipal Manager or Designee: \_\_\_\_\_

\*\*\*\*\*

THIS PERMIT SHALL EXPIRE AT 12 MIDNIGHT ON APRIL 30, \_\_\_\_\_.

FEE: \$25.00 PAID: \_\_\_\_\_

05/2018

# **TOWN OF WATERBURY ENTERTAINMENT PERMIT**

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Name of Applicant: Anne Decker

Type of Entertainment (check all that apply):

☒ Live music

☐ Dancing

☐ Mechanically or electronically produced music

☐ Live productions (plays, concerts, etc.)

☐ Other (please describe) \_\_\_\_\_

Please describe the days/time of day and give a brief description for the type of entertainment you have checked above:

TURNmusic presents Music in the Alley on Friday, July 19, 2024. Live music is performed from 6-9pm.

Blackback Pub will have food and beverage for sale.

THE APPLICANT IS RESPONSIBLE TO INSURE THAT ALL SECTIONS OF THE ORDINANCE ARE FOLLOWED. SPECIFICALLY, ALL PUBLIC ENTERTAINMENT SHALL CEASE NO LATER THAN ONE HALF HOUR PRIOR TO THE TIME AT WHICH, BY LAW OR REGULATION, THE SERVING OF ALCOHOLIC BEVERAGES MUST CEASE.

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05/2018

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☐ Other (please describe) \_\_\_\_\_

Please describe the days/time of day and give a brief description for the type of entertainment you have checked above:

TURNmusic presents Music in the Alley on Friday August 23, 2024 Live music is performed from 6-9pm.

Blackback Pub will have food and beverage for sale.

THE APPLICANT IS RESPONSIBLE TO INSURE THAT ALL SECTIONS OF THE ORDINANCE ARE FOLLOWED. SPECIFICALLY, ALL PUBLIC ENTERTAINMENT SHALL CEASE NO LATER THAN ONE HALF HOUR PRIOR TO THE TIME AT WHICH, BY LAW OR REGULATION, THE SERVING OF ALCOHOLIC BEVERAGES MUST CEASE.

Signature of Applicant:  Date: June 27, 2024

\*\*\*\*\*

At a Select Board meeting held on \_\_\_\_\_, this permit was:

( ) APPROVED Conditions: \_\_\_\_\_

( ) DISAPPROVED Reasons: \_\_\_\_\_

Municipal Manager or Designee: \_\_\_\_\_

\*\*\*\*\*

THIS PERMIT SHALL EXPIRE AT 12 MIDNIGHT ON APRIL 30, \_\_\_\_\_.

FEE: \$25.00 PAID: \_\_\_\_\_

05/2018