

**TOWN OF HIGHGATE  
Planning Commission**

**Town Plan – Public Hearing**

**May 28, 2015 @ 6pm**

**Approved Minutes**

**NOTE: All actions taken are unanimous unless otherwise stated.**

**I. CALL TO ORDER**

Rick Trombley opened up the public hearing @ 6:02pm.  
Present were: Planning Commission Board Members; Rick Trombley, Woody Rouse, Luc Dupuis, Larry Simmons *Absent – Bruce Ryan*  
Also present were: Heidi Britch-Valenta – Planning & Zoning Administrator; Wendi Dusablon – Clerk; Amanda Holland – NRPC.

**II. TOWN PLAN – PUBLIC HEARING**

There were no members of the public present for this hearing. Amanda noted that the Planning Commission has made it all the way through all the chapters for review. All edits have been done, with the exception of what was discussed at the May 19<sup>th</sup> PC meeting. The next step in the adoption process is to have two hearings in July with the Selectboard, and those dates will be July 9<sup>th</sup> and July 23<sup>rd</sup>. Amanda will provide a memo for the Selectboard regarding any changes, edits, additions or deletions to the proposed new Town Plan. The new Town Plan will cover 2015 – 2020. Our time frame is tight to adopt this by July. We need an adopted Town Plan in place in order to apply for certain grants. Rick closed the public hearing @ 6:16pm.

**III. MINUTES**

Motion by Rick Trombley to approve the minutes from May 19, 2015, as written. Motion was seconded by Woody Rouse – **APPROVED.**

**IV. OTHER BUSINESS**

- Heidi handed out copies of the NorthWest Regional Plan to go over. Comments, if any, would be needed by the end of June.
- Amanda gave a brief update on the Capital Budget process. She will be meeting with Rick, Tom, Jeff & Heidi on June 3 @ 4pm to continue the process and to prioritize some projects. Amanda has previously met with department heads. There will also be policies that need to be put in place. In the coming months, Amanda will come back to the Planning Commission regarding the Capital Budget and there will also be a joint meeting with the Selectboard & Planning Commission coming up at some point.

**V. ADJOURNMENT**

Motion by Rick Trombley to adjourn the meeting @ 6:33pm. Motion was seconded by Luc Dupuis – **APPROVED.**

Minutes respectfully submitted by:

\_\_\_\_\_, Clerk  
Wendi Dusablon  
Date \_\_\_\_\_

Minutes approved by:

\_\_\_\_\_, PC- Chair  
Richard Trombley  
Date \_\_\_\_\_