

TOWN OF HIGHGATE

Selectboard Mtg.

May 5, 2016 @ 7pm

Approved Minutes

NOTE: All actions taken are unanimous unless otherwise stated.

A. Call to Order & Pledge of Allegiance

The meeting was called to order by Chair Chris Yates @ 7:01pm, followed by the Pledge of Allegiance.

Highgate Selectboard Members – Chris Yates, Chair; Paulette Tatro, Vice Chair; Randy Connelly, Josh LaRocque, Sharon Bousquet

Highgate Office Staff – Wendi Dusablon, Town Clerk; Heidi Britch-Valenta, Town Administrator; Shelley Laroche, Town Treasurer

Public / Other – Jean M. Chevalier; Alice S. Cota; Debbie Roberts; Eric Bessette; Mary Roy; Amanda Davis; Nancy Flint; Bertha LaFrance; Carlton LaFrance; George Greenwood; Kellie Uzell; Evangeline LaRocque; Daniel Nadeau; Danielle James Choiniere; Lori Choiniere; Janice Smith; Lori Olds; Martha Zweeres Derosia; Harold Derosia; Kevin Gadue; Lori Kennison; Ray & Eileen Gadue; Katie Davis; Skyler Elizabeth Messier; Richard J. Noel; David Desorcie; Josh Aldrich; Keith Ploof; Roger Cunningham; Andy King

B. Public Comment

There were several people present for public comment. Chris Yates stated the public comment section would be limited to ten minutes and he will start with people that did not speak at the last meeting. Mary Roy wanted to thank Andy King and the highway crew for their promptness on the repairs on Frontage Road that she called about. Kevin Gadue spoke to his concerns regarding the switch to AmCare. His home and business are both in close proximity to the Swanton line and close to MVR. He does not agree with the decision being made without asking the voters and feels the board is putting money ahead of lives. He would like to see the town scaled to see where the population is located. Skylar Messier expressed frustration with the decision as well. She has been a resident of Highgate for 55 years and lives on Lamkin Street, formerly known as French Village. She has been reading the minutes and catching up on the ambulatory services issue and stated that the people of Highgate do not want AmCare, they want MVR because they are part of our culture. Skylar spoke to recent medical situations with her husband and how knowing the staff of MVR was helpful to them and asked the board not to take that away from them and other Highgate residents. Lori Choiniere has only disagreed with the Selectboard three times in all the years she has lived here, and this is one of them. She did not attend the April 6th meeting, but did watch the video, and she was disgusted that the board blatantly ignored a petition in support of MVR. She was also shocked that a town official would call the people bullies, and said they should "look in the mirror". Her husband served on the Selectboard for three years. In December 2014 he started a new job working nights and would not seek reelection. Lori stated that her husband was asked several times for a resignation letter so they could appoint a new member. She again said they should look in the mirror and see the real bullies. Lori finished by saying that she and her husband finish what they start and they never give up, just like the people here tonight. Sue Cota asked for the Highgate Concerned Citizens group to be put on the May 19th agenda. Chris asked who they are and who is on the committee, which was met with resistance and comments such as "why does it matter". Jean Chevalier is the chair, and Sue Cota is the co-chair of this committee. Chris asked that they get the materials to Heidi in advance of the meeting so the board can look over what they would like to cover. Skylar Messier and Eric Bessette asked the other board members how they feel and why they don't speak up at meetings. Randy answered that he voted in favor of AmCare. Josh answered that based on his concerns with response time he voted in favor of staying with MVR. Eric Bessette would like this brought back up now that there is a full board. Josh added that he is still learning, as he is new to the

board in March. Sharon just joined the board in mid-April, and she was not part of the vote, although she was in attendance on April 6th and did comment at the meeting. Jean Chevalier noted that per VLCT a vote can be rescinded. Sharon added that we have a signed contract with AmCare beginning on July 1st and depending how the contract is written the town could be sued if they were to back out. Jean Chevalier commented that Mr. Yates should be the one held accountable because he signed the contract. The ten minutes for public comment had since passed, so the public comment section of the meeting was closed, as there is a full agenda yet to cover.

C. School Update – Connie Beyor, David Roddy, Chris Shepard

Connie Beyor, David Roddy and Chris Shepard from the Highgate School Board were present. Mr. Hartnett could not be here tonight, but will meet with us in June. Connie noted that all personnel for next school year have been hired, which is a first. They are not going into the summer months still trying to fill positions. Mr. Hartnett will be returning as principal, and they are very pleased about that! The school board also has a hot button issue, known as ACT46. At the supervisory union meeting in April it was decided that an independent study should be done on our situation to address concerns. It was decided at the supervisory union meeting in April that we want to know if we provide what is being asked for as part of ACT46: if we provide equity, quality and variety of opportunities; if our kids can meet or exceed educational standards; and if we are doing our best to be efficient, transparent and accountable. Connie read aloud regarding how the Highgate school board intends to meet the five goals related to ACT46. They will have a recommendation in place prior to town meeting 2017. This whole process provides a great opportunity for us to take a look at ourselves and how we are doing. The results of the independent study will show us the best way to move forward for our kids and we believe that if we can prove our case, they will listen to us. David Roddy and Chris Shepard spoke to a few of the same points that Connie mentioned. Paulette asked if the study includes the four elementary schools in our district and MVU. ACT46 says that the committee has to be composed of at least one board member from each elementary school in the district, but did not include MVU, which begs the question "who is taking care of kids in grades 7-12 in this study"? One size does not fit all in a merger and between now and November it's hard to say if the legislature will change the rules. Paulette noted that some supervisory unions in our county are further along in the ACT46 process than we are and wondered if anyone was inquiring how the process was going for them. Sharon thinks that what Connie and the rest of the board are doing is wonderful. These are all questions we want to have answered and we all want the best for our children. Connie added that we already share staff within our district, so it's not something new, a lot of the things being proposed we are already doing. A committee has been formed, and the meetings are warned and open to the public. The goal is to shoot to have information to share by town meeting. Connie is our representative from Highgate, and there are alternates also. David Roddy addressed the issues in the school parking lot. Drainage is needed and they are in the process of getting estimates to have it repaved. Andy King and Terry Brace have been a big help with the process. There are funds in the capital reserve account for the project, and there are also issues with leaks in the valleys of the standing seam roof that need to be addressed. Carlton and Bertha LaFrance are Highgate residents and wanted to comment on the MVR issue, which was under public comment earlier in the meeting.

D. Town Treasurer – Shelley Laroche

1. Check warrants

Shelley is waiting on one more proposal for printing of the town reports. We ordered 550 this past year, which was a good number for us, very few were left over and there was a digital copy on the website, which is available a few weeks before we receive the actual books. Paulette asked about the invoice for the well hook up at the arena – that will come from the fundraising account. The year to date expenditure report will be in the drop box for the first Selectboard meeting of each month. Randy asked about the invoice to mount and dismount a tire. We will be replacing the tires on that truck one at a time. Chris asked if we have an invoice from Swanton Village on the LED change over – no, not yet. Shelley will start a spread sheet so we can see the trend to help with future budgeting. Katie Davis asked about the printing of the town reports, and she likes that there is so much information available online. Richard Noel asked about dispatching fees for ambulance services and how

that is paid. With MVR in previous budgets we paid them for the dispatching services and they cut us back a check for dispatching if we billed them. We told MVR we did not want to receive money from a non-profit, so now the town pays its own dispatching services directly. It is a separate line item in the town report, it was pulled out of the ambulatory line item, which is why the ambulatory line item went from \$126,000.00 down to \$105,000.00.

E. Public Works Department updates – Andy King

Richard Noel was also present to give an update on the TAC committee and an update on the town highway bridge program. The B25 project (Machia Road) is at the top of the list for us again. Heidi noted that the AOT project manager has scheduled appointments with the abutting landowners for Monday and the project will continue to move forward. Richard also spoke about the possibility of a dry hydrant at the pond on his property on Gore Road which will service that end of Highgate very well. Recently there have been two fires on that end of town and both times they ran out of water. Richard is doing his due diligence with the Vermont Land Trust also with regard to this proposed dry hydrant project. Richard congratulated Sharon Bousquet on her appointment to the Selectboard. Andy will attend the next TAC meeting with Richard on May 12th. Andy and Richard will also be attending a meeting in Franklin on May 18th regarding road classifications. Heidi noted that the sidewalk committee met with the Planning Commission on April 19th. The Town of Highgate has the ability to consider if we want to take over a section of Route 78 in the village. Jim Cota from AOT has offered to come to the July 17th meeting so we can hear more about this. Sharon is interested in the process and what it means for land owners along the way. Sharon would also like to go to the TAC meeting on May 12th with Andy and Richard in Swanton.

It is noted that Wendi Dusablon had to leave the meeting at 7:55pm. The remainder of the minutes from this Selectboard meeting will be transcribed by watching the video.

- Andy spent one morning with Jimmy Young with NWRPC Americorps identifying and prioritizing through the BBR Cat A grant. There are several locations that need some attention with regard to erosion including Machia Road, Transfer Station (state geologist visited last week) and Lamkin Street. There are some active slides happening in town. Sharon asked about grant funding that might be available to us. Heidi said yes, we recently applied for four grants through AOT and two of them are BBR grants related to water quality.
- The deadline to apply for grants was April 15th and we did submit paperwork for several. Class II paving grant (up to \$175k) for St. Armand Road, Structures Grants (up to \$175k) for the Tarte Road south culvert replacement and the Durkee Road culvert replacement, Better Back Roads Program Class B Grant (up to \$20k) for Shipyard Bay drainage redesign, and Better Back Roads Program Class D Grant (up to \$40k) for the Tarte Road north culvert. Paulette asked for clarification on the amounts of each grant and Chris asked about any match required by the town. Heidi believes the match is 10% and can be in-kind.
- Chris asked for an update on the St. Armand Road by the railroad tracks and lowering that section. Andy has spoken to Jim Cota about it and will also contact JP Sicard and then get an RFP together.
- Weight limit postings have been pulled on all of the earlier posted roads, with the exception of the Tarte Road. This will remain posted until the culverts are fixed.
- Misc. project updates: At the park & ride, the final thing we have to do to satisfy our state permit is to create a green space on the edge of the parking area. Andy met with a rep from a concrete company to make the end look pleasing and fill in with top soil, grass and flowers. Andy will look into pouring concrete for this space if we are not able to get a preform. Chris had some questions about the drainage for the site. At the arena, the old water supply needs to be capped this summer. The water tests have been completed on the new well and will be required quarterly. There are a few small paving projects that Andy has prepared an RFP for; around the arena water line / electrical service; Jedware Circle entrance; Municipal Building parking lot rear and east side. Guard rails have been installed on Hanna Road. Andy has received a lot of positive feedback and some negative also. They look good and he feels they were necessary. Andy would like the public works department to

attend the VMHA Equipment Show and Field Day event in Barre on May 11th. Chris asked if there were any workshops involved – no, but lots of exhibits. There will also be some field days, plow and backhoe competitions happening. There is a cost involved for lunch \$15.00 per person. Motion by Chris Yates for the three public works department employees to attend the 34th annual VMHA Equipment Show on May 11th. The motion was seconded by Sharon Bousquet – **APPROVED**. This will be a good team building day and an opportunity for networking. Andy has included fuel reports in the Selectboard packets as an FYI. The 2016 International is at the dealership for a warranty recall on the check engine light. The loader is at TDI for repainting, so we will have a new looking loader very shortly. Upcoming projects include: awaiting news on miscellaneous grants we have applied for; Mill Hill cross road ATV problems and erosion; shoulder work in various locations; small culvert repairs and resetting at various locations; finish applying stone and grading over the next few weeks; begin chloride application hopefully by June 1st; mowers are serviced and ready to go; Andy and Richard will be attending the Franklin Selectboard meeting on May 18th to discuss reclassifying the Hanna Road, uniform speed limits through town to town roads discussion and any other issues deemed appropriate by the Franklin Selectboard. Chris will accompany Richard and Andy at this meeting. There is an application before the board for VT Gas to supply gas service to the arena fryers and griddle. There is no cost to the town for the additional service to the building, but there will be a cost to hook up to the actual appliances inside. There were questions about who would cover the costs involved and Josh was not certain of the answers as MAHA has not discussed it at their facilities board meetings yet. VT Gas is not rushing anyone into this, so the issue will be put on hold until MAHA has a chance to discuss it. Andy is willing to attend their next meeting if that will help move it along. This will be back on the agenda for the next Selectboard meeting on May 19th. Richard Noel asked Josh about the MAHA trailers and if those had been emptied out or sold. Ronnie Machia helped MAHA out a lot with some water issues in the past, so they gave him first dibs on one of the trailers if he was interested. Green Up Day is this Saturday, May 7th. The PWD will be going around to pick up bags and they can also be brought to the municipal building. Katie Davis had questions about picking up needles and other paraphernalia. Andy suggested contacting the police if you come across those type of items. Josh wanted to thank Highgate Little League for raking the parks, they look great, and sorry to Wendi for setting the alarm off ☺! Eric Bessette expressed concern about speeding on St. Armand Road and asked about coverage with the FCSO in town. He would like to see additional signage on St. Armand Road and will contact Andy. Mary Roy also has concerns about speeding on Frontage Road.

F. Town Administrator – Heidi Britch-Valenta

1. Architect's agreement for ADA study

The ADA study committee has selected Arnold & Scangas as the architect for this study to improve access and efficiency here at the municipal building. Motion by Chris Yates to have Heidi Britch-Valenta sign the agreement with Arnold & Scangas Architects in the amount of \$6,250.00. The motion was seconded by Josh LaRocque – **APPROVED**. Paulette asked about the time frame of this project. We have intentions of having a presentation to the Selectboard and a public hearing on June 16th to discuss options. We will then look for input and to fine tune the designs for the September 20th open house event.

2. Emergency Operations Plan

This needs to be updated and adopted annually. Everyone has seen this in advance of tonight's meeting. There were some edits to names and or contact information that were noted by Paulette and Sharon. Paulette asked about underground storage tanks and if the Methodist Church has one. Eric Bessette does not believe they do. Heidi noted that information comes from regional planning. Motion by Chris Yates to sign the local Emergency Operations Plan for 2016 with corrections made. The motion was seconded by Randy Connelly – **APPROVED**.

3. Misc.

The CIP needs to be re-ranked and prioritized in order to meet with the Planning Commission to start that process over again. The Finance Committee, Planning Commission and Selectboard will all be involved as well as department heads. Some of the information will be at the PC meeting in

May and in July the CIP will be fine tuned by the PC. The June 16th hearing on the ADA study will be about options. Paulette noted that the Selectboard approved the previous CIP based on what was presented to them and put together by the Planning Commission.

G. Town Clerk – Wendi Dusablon

1. Minutes from April 21st

Motion by Chris Yates to approve the minutes from April 21, 2016 with an amendment replacing the letter from the County Courier with Jean Chevalier's actual letter that she read from. The motion was seconded by Paulette Tatro – **APPROVED**. Paulette asked for clarification on the motion. The screen shot from the County Courier letter will be replaced with a screen shot of the letter that Jean gave to Wendi prior to this meeting. The sentence above the screen shot will be taken out and replaced with "Jean read aloud from a prepared statement".

2. Wedding season caterer listing

Wendi has supplied a list of caterers used over the last few seasons at the Franklin County Field Days site. Motion by Chris Yates for Wendi to sign off on the Vermont Liquor Control event permits for the following businesses; Boyden Valley Winery, Saxtons River Distillery, Stonebrook dba: the Dairy Center, JW Ryans Pub, Inc, American Flatbread Company, McKees Pub, Yebba Inc dba: The Abbey Restaurant & Pub, Jeff's Maine Seafood and Twiggs VT, LLC. The motion was seconded by Paulette Tatro – **APPROVED**.

3. Electronic sign RFP info

Wendi has been talking with different sign companies and people who have electronic signs and wants to put together an RFP to begin getting pricing for an electronic sign in our village. This was approved as part of the budget at town meeting day in March. She has put together some information with recommendations and a picture of what Colchester High School currently uses as an example. Specs are also included in the drop box. Sharon asked for more information on what we are thinking of doing. Our current location on the building is a tough spot. The location we have talked to VTrans about is on the other side of the building more towards the park and ride on the municipal building side of Route 78 between this building and the cemetery entrance. The size we are looking at is approximately 3' high by 6' wide, double sided. We will also need to consider how to hold up the sign. Brick will look nice, being next to our building. Sharon noted we need to keep in mind the driveways in the area and not blocking any view. If the cemetery is on board it will be in that vicinity and will be back far enough to be out of the state right of way on Route 78. Kellie Uzell asked if it will be similar to what BFA has. Kellie also asked about issues with glare and lighting at night. There is a dimming feature included in the specs we have. Chris pointed out that we are trying to reach many people and advertise multiple events, some for longer periods of time than others and what we have now makes that difficult. It will be double sided so easily seen and will be wireless so can be changed from inside the office at Wendi's desk. Katie Davis had questions about the actual village designation and where it is located. Wendi is looking for feedback from the board regarding an RFP so we can move forward. Randy wonders if the sign company can sub out the brick structure. Paulette would like the RFP to include electrical. Josh would like the conduit to be hidden in the brick. Kellie brought up the issue of trees growing up and obstructing the operation of the sign. The goal is to get the sign up this summer, so the RFPs need to be done and back by the time funds are available, July 1st. Kellie asked about pricing, with the specs we have for a double sided sign we are looking at around \$12,000.00 (sign only). Chris asked Kellie what company MVU was going to use, she didn't recall. Eric Bessette said TCs RV just installed a full color sign. We are looking at 4 lines with 16 characters per line and we can advertise multiple events at one time. Katie Davis asked if there were alternative ideas other than brick. She suggested one RFP with masonry and one with a different option. It doesn't have to be full brick, it could be veneer that looks like brick. Kellie asked if we had considered looking for donations of materials and donations of people's time. We could write the RFP to spec out the sign and put the other pieces in as individual alternates, or have two RFPs.

H. Selectboard Items

- Fire Department floor – due to the fact that it was not fixed last year it has deteriorated further. We need to now put out an RFP for an engineer. Josh

feels if we cut a 3' x 3' section we will know what the problem is, we will either find water or that it wasn't compacted well enough. It is one whole bay that is collapsing. They have moved trucks around for now because of the situation. Heidi has some calls out to the two architects we have been dealing with on other projects to see how they would recommend we proceed. Kellie Uzell expressed concern for the possible problems for other parts of the building as a result of fixing the fire department floor, we need to be cautious of that. We are also in the middle of an ADA study looking at the entire building, so we need to keep that in mind as well. Chris would like to see a draft RFP for the next meeting.

- Dog complaint – we have received another dog complaint on a dog that has some history here. There have been letters sent, a hearing and a municipal ticket issued. This is not a vicious dog, it's considered a nuisance dog. The complaint came from a resident walking their dog in the park and this dog came off their property and created a scary situation for the other dog and his owner. This same dog is frequently loose and just as recently as April was in this lot during another meeting. There is no leash law in town, but your dog is expected to be under your verbal control at all times. Randy referenced the dog ordinance, section #4-E. Sharon asked about the owner's response to previous complaints, letters and tickets. We can't be sure if the previous ticket was paid, as they are paid directly to the state, not to us. Eric Bessette asked if the dog is licensed with the town, Chris believes it is and Heidi went to retrieve the file. Heidi came back with the file and dates of letters sent to the dog owners and the property owner, there were three sent in 2015 (June, July and October) and there was also a public hearing in June 2015 and a municipal fine issued in October 2015. This is definitely not the first complaint in a year's time and the fact of the matter is they do not keep their dog at home. The Selectboard would like to have the ACO send a letter to the property owners and the dog owners, ordering the dog chained, in accordance with our dog ordinance. Sharon had some questions about what happens next if they do not comply with the order to chain the dog. We will continue to follow the ordinance.
- Guardrail complaint – we have received a complaint from a Hanna Road resident with regard to the guard rails that were recently installed. The resident felt the town showed a lack of courtesy by installing them and not notifying him. Chris read from the complaint listing the reasons why this resident felt the guard rails were not necessary. Those guardrails were actually proposed years ago by Steve Ploof. Paint was put on the ground at that time at the proposed location. There was a breakdown in communication between then and now when we put the project out to bid. Paulette is baffled by the complaint, noting it does not mention anything about safety or the steep embankment in that area. There were trees in that area that were removed, making it very evident of the steep embankment and safety issue. We banked some guardrail budget funds from this year and budgeted some more for next year to make this happen. We also received a complaint from a Hanna Road resident expressing concern and the need for guardrails in that area, prior to them being installed. Sharon asked if there was a policy of notifying land owners when the town will be working in the right of way – no, there is not. It's kind of a gray area. The project was done to protect the motoring public and with the best of intentions. Sharon asked, as a courtesy, could we make it part of the process to notify land owners – yes, we can. Katie Davis agrees with this, noting that for DRB hearings all abutting property owners are notified of hearings, so we could do the same with situations like this.

I. Other Business

- Mary Roy asked about a noise ordinance. We do not have one, so it falls to state statute, which Chris believes covers 10pm – 7am. Chris will make a note to mention the state statute to the FCSO next time he speaks to Sheriff Norris. Chris will also speak to them about being more visible in town, based on comments he is hearing from the community. Randy has heard many of the same comments regarding police presence in town. Kellie Uzell was looking for some support regarding a neighbor that shoots his gun right here in the village. The police have been called and it has also caused issues with the school as well, being so close. There is no ordinance in town regarding this topic, but there are state statutes in place with regard to being near a school. The town did attempt a few years ago to get something going because there was shooting going on in high density areas but it did not move forward. Heidi did

receive a call yesterday regarding similar behavior in the Lynn Lou trailer park just outside the village designation. Heidi could hear the shooting when she

was on the phone with this caller. The issue falls to the police because there is no town ordinance. It was just a few years ago that we had a non-binding advisory vote at town meeting regarding a gun ordinance in town and it was soundly defeated. Sharon advised that no one should ever approach someone acting in a reckless manor with a firearm, they should always contact the police, for their own safety. Chris also feels that with regard to shooting within 1000' feet of a school, the school board would have more teeth on that issue than this board would.

- Kellie Uzell asked Randy to follow up on emails that people have sent him.
- Katie Davis asked the board if there was any way to see a population map of Highgate in order to see how many people live on which roads. There are maps available that show how many parcels / homes are on each road, but not necessarily how many people live there. These maps are available through NRPC. Heidi noted there are also map options available through ANR that will be helpful to Katie, as well as maps through 911.
- Mary Roy asked about Green Up day bags and where to leave them off. Bags and other items can be brought here behind the municipal building or left along the side of the road. Residents can also call the public works department and speak with Andy if they see issues of roadside dumping.
- Katie asked about the May 19th meeting when the Highgate Concerned Citizens group will be added to the agenda and if we will require a larger venue than here. The spring concert is at the school that night, so we have no choice but to have it here. Chris asked that the group get their presentation materials to Heidi no later than Tuesday, May 17th so the board can see the material ahead of time. Sharon also asked if they know an approximate number of people who are attending, we could move the meeting to the bays up front in the fire department if necessary.
- Eric Bessette asked about the Jedware property. The town has acquired the property through an involuntary acquisition. Eric had a car up there that was being stored and was vandalized. Heidi had previously asked Eric for proof that he owned the vehicle. Eric stated that the title to that vehicle was inside the vehicle. He asked if he had permission to go up there and access the vehicle. Heidi believed he had parts of vehicles there based on photos she had seen. Eric said he had never shown her any photos. Chris told Mr. Bessette that if he wanted to enter the property he would need to be accompanied and Andy King can help him with that. Eric would like to obtain the title to the vehicle that is inside the vehicle to prove ownership. Eric recalls the conversation differently than Heidi does and he expressed frustration with not being able to access the property or his vehicle that is there. Josh asked Mr. Bessette if he had proof of registration or insurance, anything to prove he owns the car, and if he could provide it. Heidi and Eric agree to disagree on their previous conversations regarding this issue. Eric claimed Heidi was asking for a title, which is in the car, Heidi disagrees. She asked him for proof of ownership, which is not only a title, and he can bring proof of ownership into the office at any time, the offer still stands.

J. Upcoming Events

May 7		GREEN UP DAY
May 7	8am-2pm	Household Hazardous Waste Day- Highgate Town Sand Shed
May 9	6pm	Arena Phase II Construction Comm. Mtg. @ arena
May 12	6pm	DRB Mtg.
May 17	6pm	Planning Comm. Mtg.
May 30		Memorial Day - HVFD BBQ 11am-1pm / Parade 1pm HVFD
		Auction to follow
Sept. 20		Open House – info to follow

K. Executive Session

Motion by Chris Yates for the Selectboard and the Town Administrator to enter into executive session @ 9:37pm to discuss personnel and contract issues where premature general public knowledge could place the town and the individuals involved at a severe disadvantage. The motion was seconded by Randy Connelly – **APPROVED.**

Motion by Paulette Tatro to exit executive session @ 10:29pm. The motion was seconded by Sharon Bousquet – **APPROVED.**

L. **Adjournment**

Motion by Paulette Tatro to adjourn the meeting @ 10:30pm. The motion was seconded by Randy Connelly – **APPROVED.**

Respectfully submitted by,

_____ Wendi Dusablon, Highgate Town Clerk

Minutes approved by,

_____ Christopher Yates, Chair – Highgate Selectboard