

TOWN OF HIGHGATE

SPECIAL Selectboard Meeting

Wednesday, June 26, 2019

Approved Minutes

A. Call To Order

Highgate Selectboard Members – Sharon Bousquet – Chair; Richard Flint and Randy Connelly. *Absent – Bruce Butler and Josh LaRocque*

Highgate Office Staff – Shelley Laroche – Treasurer / DTC; Heidi Britch-Valenta – Town Administrator

Public / Other – Steve Lafar

B. Computer Contract Review

Shelley provided the invoice for computer upgrades to the board and they discussed the details of the purchase. Shelley explained that money for computer upgrades comes from a designated fund created from recording fees. It is mandated for use only for computerization and preservation of Town Clerk's Offices.

The invoice was for upgrade of 4 computers for the front office, installation, integration and warranty \$6,320. A firewall- 3 year total security suite. Randy did compare a downgraded model on-line pricing. It was \$500 less to purchase but did not offer the same features and did not include set up and integration into our system. Replacement schedules were discussed. The current computers are 8 years old.

Richard made a motion to accept the invoice. Sharon seconded the motion. Discussion regarding the tech support, firewall, and support continued. Richard amended his motion to be to purchase the computers and not the firewall. The vote was 2 in favor and 1 opposed. Motion APPROVED.

Shelley left the meeting at 7:00pm.

- #### C. VCMP Site Visit
- the group then went to the Village Core Master Plan (VCMP) Property to view the work that has been completed to clean up the property. Steve Lafar, VCMP Committee Chair, led the tour and described what had been done and where proposed activities and parking for the Community Celebration would be located. The Selectboard asked for holes in the garage floor to be filled in to avoid a tripping hazard and noted that that property looked very good.

Richard made a motion to allow the VCMP Committee to host a Community Celebration

on the site. Randy seconded the motion. 3 in favor. Motion APPROVED.

D. Adjournment

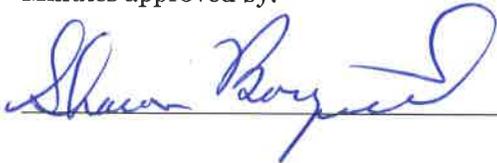
Motion by Randy to adjourn the meeting @ 7:20pm. The motion was seconded by Richard Flint – **APPROVED.**

Minutes respectfully submitted by:



Heidi Britch-Valenta – Town Administrator

Minutes approved by:



Sharon Bousquet – Chair, Highgate Selectboard