

TOWN OF HIGHGATE
Village Core Master Plan Mtg.
September 10, 2019 @ 6:00

Present were: Steve LaFar; Woody Rouse, Clarence Miller, Sue Cota, Evangeline Larocque, David Roddy, Sharon Bousquet, Mary Laroche, Richard Wilkins, Bruce Butler, Debbie Rouse, Richard Flint and Heidi Britch-Valenta.

CALL TO ORDER- Steve called the meeting to order at 6:05pm.

MINUTES- Woody made a motion to accept the meeting minutes from August 6, 2019. Clarence seconded the motion. APPROVED.

Sue made a motion to accept the August 13th meeting minutes. Evangeline seconded the motion. APPROVED.

REVIEW WW ENGINEERING FIRM PROPOSALS- The group had been given 4 proposals to review and rank their top three firms for interviews. Steve opened the meeting by saying that he wanted to review the details of wastewater planning advance so he could answer questions when asked by the public. Clarence expressed similar concerns and had several questions that were discussed. The balance of the board discussed their understanding of the grant and the desired outcome. The group concluded the discussion by agreeing that a fact sheet would be a good outreach tool to make sure everyone is sharing the same facts.

The group discussed the proposals and felt that all four firms were qualified and did a good presentation. The group felt that all four firms deserved an interview.

The group discussed the community celebration and agreed to have a meeting to go over all the details and close out the grant.

TSHIRTS- T-Heidi noted that we had taken orders for three shirts at the celebration but a minimum order would be a dozen. The group will consider if they want to order more because the XXX large will sell well. This will be brought up again after we have reviewed the total budget for the party.

MEETINGS-Next meeting on September 24th will be to perform interviews on the 4 firms that submitted proposals. This will start at 5:30pm.

The following week the group will meet again to have the whole group return to recap the community celebration and do budget updates, thanks you, etc. on Tuesday October 1 at 6:00pm

ADJOURNMENT

Steve adjourned the meeting at 7:20pm.

Minutes respectfully submitted by:


Heidi Britch-Valenta


Date