

TOWN OF HIGHGATE

Development Review Board

September 13, 2018 @ 6pm
Approved Minutes

NOTE: All actions taken are unanimous unless otherwise stated.

I. CALL TO ORDER

The meeting was called to order by Chair, Richard Trombley @ 6:00pm, noting there was a quorum of the board present.

Present at this meeting:

DRB members: Richard Trombley, Chair; Tim Reynolds, Vice-Chair; Woodbury Rouse, Jr.; Scott Martin *absent - Julie Rice*

Staff: Wendi Dusablon- Public Meetings Clerk/Town Clerk; Anna Roberts-Zoning Administrator; Heidi Britch-Valenta - Town Administrator

Public / Other: Sharon Bousquet; Luc Dupuis; Bruce Ryan; Tom Conley

II. PUBLIC HEARINGS

- The public hearing originally scheduled for this meeting (Green Mountain Habitat for Humanity) has been postponed and will be rescheduled.

III. DISCUSSION

Anna Roberts was introduced to those who had not met her yet. Those present participated in a discussion about ways to improve communication between town boards and the different missions of each board. Quarterly or bi-annual meetings are a possibility going forward for the Selectboard, Planning Commission and Development Review Board.

IV. UPDATES & OTHER BUSINESS

- The final mylar for Gervais Properties, LLC (2 lot subdivision on Maizefield Drive) was approved and signed.
- The Village Core Master Plan Steering Committee will be hosting two charrettes at the Highgate School on 9/19 @ 5:30pm and 9/22 @ 10am.
- Heidi updated everyone on the Municipal Roads General Permit and what is expected from towns by 2025.
- There was discussion on the airport and their future plans. There will be a meeting held here with VTrans on 10/15 @ 6pm.
- Many town boards and positions are still open. There are openings on the Planning Commission, Constable, Deputy Health Officer, Regional Planning and others. We need to find more ways to reach out to our residents.

V. APPROVAL OF MINUTES

Motion by Rick Trombley to approve the minutes from July 12, 2018, as written. The motion was seconded by Tim Reynolds - **APPROVED**.

VI. DELIBERATIVE SESSION

Motion by Rick Trombley to enter into deliberative session @ 7:09pm. The motion was seconded by Woody Rouse - **APPROVED**. Motion by Rick Trombley to exit deliberative session @ 7:28pm. The motion was seconded by Woody Rouse - **APPROVED**.

VII. ADJOURNMENT

Motion by Rick Trombley to adjourn the meeting @ 7:30pm. The motion was seconded by Tim Reynolds - **APPROVED**.

Minutes respectfully submitted by:


Wendi Dusablon

Town Clerk &
Public Meetings Clerk

10/11/18
Date

Minutes approved by:


Richard Trombley

DRB, Chair

10.11.18
Date