

TOWN OF HIGHGATE

Machia Property Development Committee Mtg.

Thursday, January 18, 2018 @ 6pm

NOTE: All actions taken are unanimous unless otherwise stated.

I. **CALL TO ORDER**

The meeting was called to order by Steve LaFar @ 6:04pm

Present were:

Committee Members: Steve LaFar; Woody Rouse; Clarence Miller;
Richard Noel; David Roddy

Public / other: Tom Conley; Jeff Towle; David Rouse; Alice (Sue) Cota;
Henry Rainville; Elaine Ezerins; Heidi Britch-Valenta; Sharon Bousquet;
Wendi Dusablon

II. **APPROVAL OF MINUTES**

Motion by Richard Noel to accept the minutes from *December 21, 2017*, as written. The motion was seconded by David Roddy – **APPROVED.**

III. **PROPERTY OVERVIEW**

Kurt Muller was here at the last meeting with a presentation. The final report from the Johncon Company is a 400 page document. Heidi had printed out the executive summary to share. Richard wants to be sure of the correct spelling for the Steinhour café property. Steve read aloud from the report summary. The next logical course of action is to determine what we want to do with the property. There was discussion on demo work and if the café building should come down sooner than any other parts of the property. The recommendation is to wait. We will need a vision prior to paying a consultant. Costs will need to be investigated with regard to restoring buildings vs. tearing them down. The voters will ultimately decide what happens, but it is up to this board to lead the way and determine what can and cannot be done and why. Prices were discussed from the report with regard to taking some buildings down \$30,000 café, \$60,000 house, \$24,000 garage. Once we are into the program we are eligible for 80% coverage with a 20% match. We already have a municipal planning grant. This committee will be looking at an RFQ (Request For Qualifications) tonight and set some dates to move that forward. David Rouse asked if a private resident were to own the property instead of the town, if they would also be qualified for the 80/20 funding. Heidi is not sure. Either way, we can't get around the asbestos and lead issues, they will need to be dealt with. There was discussion about outside parties being interested in any of the property.

IV. **FINALIZING RFQ TO HIRE A CONSULTANT**

The decision on who to hire will be based on qualifications and proposals from each firm and ranking them so they are all held to the same standard. David Rouse expressed concern about our matching funds on this project and where that money is coming from. He pointed out that when the taxpayers approved the purchase of the property there were no additional funds authorized for all these extra things. Clarence added that when it was purchased it was also on the table to have this property at least partially become an income producing property. Richard feels that the town owning it gives the taxpayers some control over the direction this project takes. We do have access to clean up funds with a 20% cost match price tag. Richard further pointed out that the answers to the questions being asked don't come from the corner store. Interested persons need to be sitting in these chairs and asking questions of the right people, not at the store. The timeline for the RFQ will be as follows:

<i>PUBLISH RFQ</i>	<i>JANUARY 22, 2018</i>
<i>SITE VISIT</i>	<i>FEBRUARY 6, 2018 @ 9am</i>
<i>PROPOSALS DUE</i>	<i>FEBRUARY 19, 2018</i>
<i>COMMITTEE MEET TO REVIEW PROPOSALS</i>	<i>FEBRUARY 26, 2018 @ 6pm</i>

Heidi will prepare copies of all proposals received by the deadline and forward them to the committee for review. Henry Rainville asked for a recap and some clarification on the process and dates.

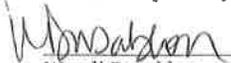
V. **OPEN HOUSE – FEBRUARY 20**

The Planning Commission will be hosting an Open House on February 20th from 5-7pm here at the municipal building. Each board and committee is invited to attend and set up a table with info for our residents. We will also be inviting VASA, RiseVT and NRPC to participate. There will also be light refreshments served.

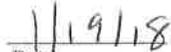
VI. **ADJOURNMENT**

The meeting was adjourned @ 6:58pm.

Minutes respectfully submitted by:


Wendi Dusablon

Town Clerk &
Public Meetings Clerk


Date