

**Highgate Recreation Commission  
Board Meeting Minutes  
Monday, May 3, 2021**

The Highgate Recreation Commission (HRC) board meeting was called to order at 5:38pm by Ty Choiniere. The meeting was held via Zoom.

HRC board members in attendance:

Ty Choiniere, Chairman

Mark Gilbert, Director

Karen Gagne Fortin, Secretary

Lee Barrett, Recreation Program Director

Shari Rainville, Director

Absent from Meeting: Ryan Maskell, Vice Chairman and Randy Connelly, Director

**Public Comments: None**

**Secretary's Report:** Table for approval at the next meeting.

Ty asked that we amend the agenda.

**Bike Repair Station:**

Ty welcomed Bethany Remmers, the **Transportation and GIS Planner at Northwest Regional Planning Commission to our meeting. Ty stated that we are planning on putting two bike repair sites along the rail trail. Bethany asked if it was town or state land. She added if it was on state land there is a process with the state to lease from the state for the right a way. She will try to locate the Vtrans maps.**

**Ty stated that we have received a small grant through RiseVT and we have purchased a bile repair station. Bethany added that there is no set standard for a repair station. She will send examples from other towns. The HRC will meet with Bethany on Tuesday, May 11, 2021 at 2:30pm to review maps for a possible site.**

**6<sup>th</sup> Grade Graduation:**

**Ty welcomed Highgate Elementary school principal. Yeshua Pastina to our meeting. Yeshua has requested to use the arena for the 6<sup>th</sup> grade celebration on Thursday, June 10<sup>th</sup>. He stated that he has 38 graduates. The plan is to measure the arena and have 2 or 3 family members sit in pods 6 ft away. It was asked if chairs could be set up on the turf. Karen asked Lee when the turf was scheduled for. Lee stated that turf is currently sold until June 4<sup>th</sup>. Turf could be rolled prior to the 6<sup>th</sup> grade celebration. Ty stated current guidelines state based on the size of the arena 150 maximum could attend. The HRC board agreed to approve the building use request.**

Yeshua added that he will have the waivers completed for contact tracing.

Ty asked Yeshua to have the 6<sup>th</sup> grade celebration committee contact Lee for skating passes for each 6<sup>th</sup> grade student to put in their gift bags.

**Programs Coordinator Report:**

Lee Barrett sent a weekly report for the HRC board to review.

Lee stated that the Highgate Recreation and the Highgate Library will be applying for the Summer Matters Grant for \$30,000. Some of the items they are asking for are bicycles, laser tag rentals, Big Blue Trunk, Inflatables, etc.

Lee would like to have a Summer passport with 10 activities that families can take part in.

**Day in the Dirt:** Lee stated that 8 people helped with the Day in the Dirt program to start a community garden. Lee thanked Ty for rototilling the space and the Highgate public works for picking up a load of compost from H&B greenhouse.

Lee met with Guy and Matt Choiniere and discussed their interest in hosting events. They currently have a 5K mapped out on the farm. They would like to host a few cross-country events and possibly a Night Snow Shoe event.

**Action Items:**

Lee stated he has received two additional building use requests. The Highgate 4<sup>th</sup> grade would like to hold their 4<sup>th</sup> grade Science and Dance Party on May 24, 2021 during school hours. There will be 43 people attending. A motion was made by Shari Rainville to grant the 4<sup>th</sup> grade request. Seconded by Mark Gilbert. All in favor, motion carried.

Krissy Tatro is requesting the turf Monday -Friday 8am-2:30pm for grades K-6 starting on Monday, May 17<sup>th</sup> until the 28<sup>th</sup> for indoor soccer. It was stated that the only day she would not be able to would be on May 24<sup>th</sup> as the 4<sup>th</sup> grade had requested that date. A motion was made to grant Krissy Tatro's request with the exception of May 24<sup>th</sup>. Seconded by Shari Rainville. All in favor, motion carried.

Ty asked Lee to send out his weekly schedule to the Commission.

Lee added that he is still waiting on the HRC board member bio's for the webpage.

Ty will send out an email to the HRC requesting a compiled wish list of projects/program.

Mark suggested sending Lee a list of past programs and when they were held. Karen suggested this put into a spread sheet with the dates and number attending.

The same could be done with the Building and Grounds. With event dates or start up dates.

Ty stated that he would like to see police enforcement on the rail trail. Karen asked if there was any signage on the trail "No ATV's". Ty stated there is none and will follow up.

Little League: Little League outside fence was put up on Saturday. It was agreed that Little League pays \$40 for turf fees. Karen added that just like the ice, the turf can be billed to Little League at the end of the month.

**New Business:**

Lee asked if the HRC wanted hats and t-shirts printed with the new logo. Karen suggested prior to the Memorial Day Parade.

**Other:**

Mark stated that Field Days is asking for letter of thanks for letting the Big Rig Day being held there.

A motion was made by Mark Gilbert to move into executive session. Seconded by Shari Rainville. All in favor, motion carried.

A motion was made by Mark Gilbert to exit executive session. Seconded by Shari Rainville. All in favor, motion carried.

A motion was made by Mark Gilbert to approve Grizzly Graphics to print board signs, hats and t-shirts. Seconded by Shari Rainville. All in favor, motion carried.

The next HRC meeting will be held on Monday, May 17, 2021 at 5:30pm via Zoom.

A motion was made by Mark Gilbert to adjourn the Highgate Recreation Commission meeting. Seconded by Shari Rainville. All in favor, motion carried.

Minutes Submitted by

Karen Fortin  
Highgate Recreation Commission Secretary