

TOWN OF HIGHGATE

Selectboard Meeting

Thursday, May 21, 2020 @ 6:30pm

Approved Minutes

NOTE: All actions taken are unanimous unless otherwise stated

ZOOM VIDEO CONFERENCE

<https://zoom.us/j/96636431042?pwd=NTVQYUtPakQ4bEdPcE9zZ1lBS1BqZzo9>

Meeting ID: 966 3643 1042 & Password: 8x6WjN

ZOOM PHONE - ONE TAP MORE

+16465588656,,96636431042#,,# 790651# US (New York)

Dial in by your location +1 253 215 8752 US OR +1 301 715 8592 US LONG DISTANCE RATES APPLY

Meeting ID: 966 3643 1042 & Password: 790651

Find your local number: <https://zoom.us/j/96636431042?pwd=NTVQYUtPakQ4bEdPcE9zZ1lBS1BqZzo9>

OR FREE CONFERENCE CALL

The public may participate by phone using the info below:

Dial in # 425-436-6365

Access code 188557

A. Call to Order & Pledge of Allegiance

The video conference call / phone conference call meeting was called to order by Sharon Bousquet, Chair @6:30pm, followed by the Pledge of Allegiance. Due to the COVID-19 pandemic, changes to open meeting law allowed for this meeting to take place with no declared physical location. Everyone participated from their own location by video or phone.

Highgate Selectboard Members – Sharon Bousquet - Chair; Bruce Butler – Vice Chair; Richard Flint; Randy Connelly; Kyle Lothian

Highgate Office Staff –Wendi Dusablon – Town Clerk & Public Meetings Clerk; Heidi Britch-Valenta – Town Administrator; Shelley Laroche – Treasurer & DTC

Community Members / Others Participating – Lisa Hango; Evangeline LaRocque; Marion Young; Steve Young; Mark Langevin; Karen Gagne Fortin; John Svagzdys; Ty Choiniere; John & Jennie McDonald; Luc Dupuis

B. Public Comment(s)

- Ty Choiniere watched the video from the last meeting. He feels the airport project is going too fast. Back in March he expressed his concern about the public not having enough knowledge on what is happening. More info needs to be shared and the Highgate Airport Infrastructure Study Group (HAIS) meetings should be warned to the public. Ty agrees with Richard Flint's comments that it's moving too quickly and people need to really understand what is being proposed. Ty would appreciate the next steps being taken to include sharing as much information as possible with the taxpayers. Sharon agrees and hears the same comments.
- Karen Gagne Fortin was participating to ask for the Selectboard's support with a MAHA fundraiser. It is very likely that they will lose funding they usually earn from their yearly Calcutta event and parking cars at Franklin County Field Days, in total about \$20,000.00 will be lost. MAHA would like to have a drive through BBQ

fundraiser on May 30th, catered by Cold Hollow Catering. She gave details of their proposal, to be held in the arena parking lot towards the back to allow for easy traffic flow. The orders will all be placed and paid for online in advance of the actual event. No one will leave their cars and the cost will be \$13 per meal. MAHA members will deliver meals to cars taking all precautions. Richard Flint feels this should not happen because all HVFD events, including their BBQ were postponed for this year. Richard hears a lot by talking to members of our community and it isn't right that HVFD's tradition for over 50 years isn't happening and someone else is taking over. Sharon responded by stating 1) HVFD never approached the board and asked for a drive through service BBQ. They could have, but they did not. 2) Memorial Day events were just postponed, not cancelled, so if they have an opportunity later this season they can have their event, either in person if allowed, or they could also do something similar to what MAHA is proposing. Sharon feels we have to give our community something positive. Karen's thought is if HVFD wants to see how MAHA handles their event on May 30th, they could look at other dates for themselves – July 4th? Labor Day? It was pointed out that curbside food delivery is being offered everywhere. This isn't a new concept. Evangeline LaRocque has reservations about this because Memorial Day weekend is the tradition of HVFD events. It was pointed out that May 30th is the proposed date and this is not Memorial Day weekend. Kyle Lothian and Richard Flint are both Selectmen as well as members of HVFD. Kyle's opinion, with the utmost respect for the fire department, is that this is all being blown out of proportion and he has already spoken with Richard. The rules keep changing with this pandemic. When Memorial Day events were postponed, everything was shut down at that point. The date proposed is not on Memorial Day weekend and he does not see this as stepping on HVFD's toes at all. HVFD did not ask or offer to do any event like this. If we celebrate later in the year HVFD can have their BBQ or they can propose something different. Karen pointed out that the \$20,000.00 they will lose will directly affect funding for MAHA ice time. Kyle looks at it like this: MAHA needs the funding for ice time. HVFD raises money and its more of a slush fund because HVFD gets what they need from the town budget. It would be a win / win for this fundraiser to benefit MAHA and will also be good for Highgate. Kyle also pointed out that Franklin traditionally holds their BBQ on July 4th, noting his loyalty is with Highgate. Randy Connelly has no issues with the MAHA proposal. He isn't sure of the ins and outs of the lease for the snack bar, so as long as their toes aren't being stepped on he is fine with it. Richard expressed frustration with not knowing what is going on in town. An email was sent by Sharon regarding this proposal by MAHA. Richard is not a fan of email and wants people to pick up the phone and call. The discussion got heated with Kyle asking for it to simmer down, noting their points have been made. Motion by Richard Flint to allow MAHA to move forward with their drive through BBQ fundraiser on May 30th with the blessing of the Selectboard. The motion was seconded by Kyle Lothian – **APPROVED**. Karen thanked everyone for their time this evening.

C. Machia Road Repair Concept Presentation – John Svagzdys, DeWolfe Engineering

John Svagzdys from DeWolfe Engineering was present via Zoom video for this presentation. John and the VTrans project manager worked with Heidi to get information to the neighboring properties on Machia Road. Marion Young is participating in this meeting with her son, Steve, as well as John and Jennie McDonald. The proposal has not changed much but behind the scenes the documents have been

submitted to the Agency of Transportation for federal funding. Part of what was submitted was a review by an archeological consultant, Hartgen Associates. A determination was made that there were no concerns and required no further investigation. VTrans looked at their report and noted that Hartgen did not discuss the flat side of the road. The project could require excavation within 20 feet of the edge of the road onto property owners front lawns. Hartgen came back and said that in order to determine there is no archeological impact in that area that would require additional investigation and digging nine test pits on the side of the road to see if any archives were found. The fee proposal for that is \$4,100.00 which needs to be discussed here tonight. That is where the environmental review stands. Sharon asked how far onto the property owner's lawn(s) will this require, specifically on Mrs. Young's lawn. John had plans to share. Kyle asked for confirmation on the \$4,100.00 and what it would cover. The road is falling into the river but Kyle doesn't understand this and why we need to look for artifacts. John said it is a requirement of having funding from the VT Agency of Transportation and also federal funds that are involved. John pointed out the limits of disturbance on the plans, which are not 20' except for in one spot. In general it is more like 10' from the edge of the road. Steve Young asked about everything being restored afterwards. John confirmed that it will be restored as it was as near as possible. Steve asked for confirmation on what that means. Steve wants that in writing to his mother and asked when that would happen. There was discussion about a staging area and where that will be. Mrs. Young's property would not be used without her consent. John and Jennie McDonald live just down the road from Mrs. Young and were both participating in this meeting. John from DeWolfe gave more details on the proposal and where it stands. There is a crack in the pavement in front of Mrs. Young's house which was discussed. The excavator will drill at a 45 degree angle from the slope to install soil nails to stabilize the slope underneath the roadway. Additional material will be removed during this process that may have been placed there during the previous stabilization several years ago. The soil nail wall will be the first part of the project and then turf reinforcement matting will be added. Down below will be the large stone at the edge of the river. Mrs. Young asked about when they drill and what happens if the ground is not stable. How far in do they go? That is determined by the specialty contractor, and John from DeWolfe gave more detail. She is concerned how far underneath the road the erosion extends because the pavement is cracked. Richard asked about liability, John from DeWolfe doesn't know that answer, he is not an attorney. Mrs. Young wants everything in writing. Kyle, speaking for himself, wants to make sure nothing happens to the Young property. Richard commented that the soil nails make him nervous. Sharon agrees, we certainly don't want anything to happen to Mrs. Young's property and the road does need to be repaired. There was a lengthy discussion on large trucks and agricultural vehicles going down Machia Road constantly and how that is not helping the situation. This has been brought up before and Mrs. Young wants this to be on someone's radar. There is a lot of weight on the road and the town maintained the weight restriction even though the bridge is now complete and open. The town's hands are tied with ag vehicles because they don't follow the same rules. Regardless of restrictions, if the road is open then ag vehicles can travel on it. This topic was a major concern with the bridge, and continues to be with this road. Mrs. Young asked about the possibility of one lane traffic with a light to take the load off the road. Mrs. Young feels the farmers should be contributing towards the cost of the needed repairs. Heidi will summarize the comments and forward them along. Heidi also noted that the designs were created by DeWolfe and that they are reviewed by the

engineers at VTrans, so there are multiple eyes on them and they have the final say on what the design will be. Mrs. Young asked about fines associated with the bridge. Heidi circled back to the conversation about the archeological investigation on the northwest side of the road. The town was under the impression that there was drainage installed on that side of the road. The public works department was under the same impression and are willing to show where the drainage comes out. A full archeological investigation should be approved conditioned upon the need based on the knowledge that there was drainage installed. John from DeWolfe said any additional information the town can supply with regard to this drainage would be very helpful. Is there any documentation of excavation and placement of the pipe? Heidi believes it is installed within the road right of way. Bruce asked about the initial project and how far to the north they went with excavation activities. Jenny McDonald believes that it did come quite far north, as far as their property, and the plans were through GW Tatro. DeWolfe is in possession of all those previous plans and Mrs. Young shared a photo album also. Heidi asked if the drainage pipe coming out of the bank could be from a different source. Bruce asked for confirmation on the town's portion of this additional proposed work. The town is responsible for 20% of the overall project. Sharon asked about the town's documentation on the previous repair. Heidi said no information was found on the drainage. Steve Young doesn't believe there was any drainage tile put in front of the Young house. Mrs. Young doesn't remember any drainage being installed in front of the house either, but it needs to be determined. Steve described where the pipe is but never has he heard there was tile in front of the house and his father never mentioned it either. Mrs. Young said the pictures show it very well. John McDonald asked about the timeline for completion once it is started. John from DeWolfe doesn't know what the construction schedule will be but it will be shared once they know. As part of the grant there will be one more public meeting once the designs make it through environmental review. Motion by Randy Connelly to accept the proposal from Hartgen for \$4,100.00 to complete the archeological assessment. The motion was seconded by Kyle Lothian – **APPROVED**. Sharon thanked everyone for participating. Kyle would like to have an agenda item added to the June 4th meeting to discuss exactly what our options are as far as a single lane or local traffic only on Machia Road. He would also like to see the board make a decision within a month after that to give some relief to Machia Road. We don't want to tick off the farmers, but these roads were not designed for the equipment being used today. Heidi will add this to the next agenda.

D. Vendor Permit Application – C&M Concessions

Mark Langlois was present to participate via Zoom for this discussion. He has submitted a request with photos and a traffic plan to use the Village Core property to set up his vendor truck. He is proposing Fridays 3:00pm-7:30pm and weekends from 11:00am-7:30pm. Per our vending ordinance, this decision falls to the Selectboard rather than the DRB. This is an old vending ordinance. There are concerns about the Brownsfield program work being done there and Greta at NRPC has concerns as well. We would need to get permission from ANR to utilize the property. We were given permission to hold the community celebration there last year as a one-time deal. Richard asked for clarification on the location. It is back towards the school on the piece we obtained from the school district which is now part of the overall parcel. The area being proposed is away from the contamination, but ultimately its up to ANR because the whole parcel is in the limited liability program. Richard asked about touching base with local businesses in town to see if they have an issue with it. We could certainly

reach out. Heidi did copy neighboring businesses that she had contacts for and she did not receive any responses or feedback from them. That email was sent on Monday of this week. We have a vending ordinance for a reason, so it is up to the board. Other businesses could look at this as a bonus with added traffic, or they could look at it as competition. Sharon noted that Fernand Gagne said that Franklin County Field Days is considering a Friday night fried food drive by concession. FCFD may be cancelled, we have not gotten the official word yet. There was discussion about other locations for C&M to set up if the VCMP property does not work out. Joey's Jct. might open up again next year. Randy is not against the proposal but is still trying to form his opinion. As far as other vendors, if they were interested they should have asked first. We can't make everyone happy, we have to look out for the many, not the few. Ty added to the conversation that the Rec. Commission would like to have farmers markets – definitely for 2021 – and incorporate food trucks and live music. Mark carries all the appropriate insurance coverage. Ty asked about seating or if it would just be take-out and curbside. As of right now the state guidelines say no seating. People can order ahead as well. Delivery can be made to vehicles with masks and gloves or people can come to the window to pick up. There will be a port-o-let on site. Randy added that the date of May 30th should be blacked out, as that is the MAHA drive through BBQ fundraiser date. Mark has no problem with this. Motion by Randy Connelly to approve this request from C&M Concessions pending ANR site approval. The motion was seconded by Richard Flint – **APPROVED**. Heidi will keep Mark and the board in the loop on how this goes moving forward.

E. Treasurer Updates – Shelley Laroche

- Sharon had questions about the invoice for boarding the beagles from Kristy Brow. She invoiced us for twelve days but had them much longer than that. This was a litter that she took in and rehomed once they were old enough. Randy had questions about the mower expense and what department that was for. Motion by Randy Connelly to accept the check warrants and to sign them at a later date. The motion was seconded by Kyle Lothian – **APPROVED**.
- Shelley gave an update on delinquent tax collection.
- Sharon asked Shelley to give Sue Cota a call.

F. Town Clerk Updates – Wendi Dusablon

- Heidi had submitted one edit for the minutes from May 7th which Wendi had already done and forwarded to the board. Motion by Richard Flint to accept the minutes from May 7, 2020, as amended. The motion was seconded by Randy Connelly – **APPROVED**. Kyle abstained as he was not present on May 7th.
- Dog licensing is moving along – due date is June 1st before late fees are added. We currently have 480+/- dogs licensed in the Town of Highgate. We have about 400 more to go, so please mail your license fee and rabies certification to PO Box 189, Highgate VT 05459 Att: Wendi before June 1st to save money. Fines will begin after July 1st.
- The rabies clinic was held on Saturday, May 16th at the Highgate Sports Arena. Wendi thanked Paws for Thought, Highgate Vol. Fire Department, St. Albans Police Department, Shelley, Libby, Vonnie, Richard, Kyle & Jane, Dan and Karen from Highgate Recreation, and everyone that attended. It was a great event and everyone

was very grateful that it was held. Proper distancing was observed, masks were worn, and overall people were very good to one another.

~ 286 total animals were vaccinated

~ 498 total vaccines were given (rabies / distemper)

~ 90 Highgate dogs were licensed

Kyle and Richard also commented on the clinic. It went very smoothly, the location was ideal and it was very well organized. Richard and Kyle thanked everyone that was involved as well for a very well run event. Randy's wife attended with their dog and she said it was awesome. We had people from other counties visit our clinic as well. Kyle gave gold stars to Vonnie, Wendi and Shelley. It was the definition of organization and teamwork! Sharon is very proud of everyone that made it happen.

- Green Up Day is Saturday, May 30th. Green Up bags are available at the town office (rear entrance) for pick up. They are also available at the post office and outside at Desorcie's Market. A table was set up at the rabies clinic and many people also took bags home that day.
- Wendi gave an update on the Municipal Office. Things are moving along nicely, and everyone is getting what they need. Title work is happening with indexing and scanned documents. Invoices are being sent out and paid. Permits are coming in steadily and Samantha comes in on Fridays to process them, as well as letters of compliance and anything else related to zoning. Wendi has done marriage licenses and notary work by appointment, so we remain closed to the public but open for business! We are on an email list with all other Vermont towns and offices are beginning to open by appointment for title work. There was discussion on what Highgate would offer going forward. Wendi and Shelley have chatted and it's a matter of when we start. Shelley added that June 1st is the general date many towns are throwing out there. She had the most recent ACCD update that recommends that smaller offices still work remotely as much as possible. We have a small space, so one researcher at a time and no public restrooms will be available. Wendi only has one attorney that seems most eager for us to open, all others are getting what they need and closing are happening. Wendi noted that she is working to catch up on real estate recording, which means things are happening, even during this time we have been closed to the public. Some may still choose to receive their documents from Wendi via email and continue to do it that way and mail a check. Wendi is ok with June 1st, one researcher at a time. We will have to see what the demand is. Randy asked about any limitation to the taxpayers and development in town with the way we have been doing things. Aimee and the listers office are all set to schedule grievance hearings via Zoom. Shelley added that anyone that has contacted us is getting what they need. Those that pay cash for their tax payments can get a money order and mail it in. Permits are coming in quite steadily for Samantha. The next DRB meeting on June 11th will be held via Zoom and the agenda is full. Sam is prepared to host that meeting via Zoom. Randy asked about opportunities to make things go smoother in this remote world – forms on our website that could be more automated? Can Matt Bouchard help us smooth out some processes? It was noted that we still need paper copies because even permits (as well as everything else) need to be recorded in the land records. This is an opportunity to streamline what we can. All documents are on our website, tax payments, dog licenses, etc. can be paid on our website. Tax bills and property cards are available on our website. Shelley and Wendi have discussed having our land records online and they will be looking into that and talking to other towns about revenue with lost vault time. Sharon asked

Heidi about going back to work in the office. For her, the folks that she sees are limited – she is not at the counter or cash register. She certainly is still able to serve people and doesn't feel her performance has not been hampered at all by working from home. She has been able to have several Zoom conferences that have been helpful and has been an acceleration for her. When she has large applications to work on its nice to have some quiet. The office can get noisy and she sometimes has to wait in line for the copier. She doesn't mind working from home and going in as necessary. Sharon opened it up to the board for their feedback. Bruce and Richard believe it would be a positive step forward to open for title work by appointment. Randy looks at it like we have already been doing by appointment and going in as needed. The proposal is to open by appointment for title work. To him we are not closed and we are meeting the needs of our residents. Kyle has no problem with starting appointments the week of June 1st. His question is with Heidi working from home, how is that going to look? He is hearing it works better for her to work from home – is that correct? It has some efficiencies for her that have been gained. She still goes in as needed, she was there last night, for example for a large printing and scan project. Kyle likes the idea of people being in the office, but until people can get in to see employees we can keep it the way it has been going. Kyle wants to see people back in their chairs, but for now we will keep things going with the addition of appointments for title work. Sharon would like to see the ladies there, but she will let the rest of the board make their opinion known by vote. Randy asked Sharon to unravel that because her opinion is as important as everyone else's. Sharon hears complaints and people asking why we aren't open to the public. Randy reminded folks of the century we are in and the technology we have available to us. Shelley added that she is working more now than before, she is answering emails earlier and later than previously because she has the technology at home. She is more available now than she was in the office. Randy added more info about studies about working from home. He feels we can provide very good service working remotely. He realizes that it may be hard to digest for some. Kyle added – it's called *CHANGE*. Change is hard, and Randy is very open to change. Face to face business is what a lot of people prefer, but appointments can also work well. Wendi noted that other town offices are not necessarily open to the public and are starting to work with strictly appointments. Kyle added that things will never be the same again and this process is about educating people. Education isn't cheap and it isn't easy. Sharon has no doubt we are doing our work and doing a great job. That is not the issue. The board members hear from the community. We need to get the message out that we will meet their needs. The staff at the Highgate office is dedicated and serving our residents, it is a different way of doing business. Motion by Kyle Lothian for the Town Offices to open by appointment only beginning the week of June 1st. The motion was seconded by Richard Flint – **APPROVED (4 YES Randy, Kyle, Richard, Bruce / 0 NO / Sharon abstained)**. Randy added that all of this is up to the Governor, so we will continue to work with his guidance.

G. Town Administrator Items – Heidi Britch-Valenta

- There is an updated listing of grants in the packet. Heidi heard from Better Back Roads and those are all in limbo. No awards will be announced until some later date in the future. We still anticipate hearing from USDA in late May or early June. We submitted both AOT grants for paving on Machia Road and the concrete box culvert replacement on Rice Hill Road.

- Ty voiced some concerns under public comment about the airport project. Heidi has forms ready for the Northern Borders Regional Commission application. This is a hefty grant to complete the application for. There are fewer forms to sign, one is the standard 424 form that explains who we are. There is a budget included which was completed by our engineer. A resolution is also included clarifying several points, which Heidi outlined. Sharon said she is nervous with Heidi having the legal authority to sign the documents and to accept funds. The Selectboard has the authority to do that. Heidi and Sharon interpret those documents differently. Sharon reads it as authorizing Heidi to sign and accept funds. She wanted it clear that is the Selectboard's duty to sign and accept funds. Heidi reads it differently but noted that on another form they are designating Heidi to manage those forms. We do this for VCDP because it is an online grant program. Heidi has to go in and initiate the documents and do the reporting – she is the only person that goes in. The board would designate her as a point person who can do those things for the board. The board would be signing the contracts. Heidi added that the board can feel confident that she is not signing documents without the Selectboard's authority. She is not proceeding on issues without their input. Sharon noted that the taxpayers were promised at the last meeting that we will have taxpayer approval before we move forward. The board needs to be fully responsible for that decision. Heidi sees no way they could move forward on this without taxpayer approval. And clearly we would not want to move forward without taxpayer approval. Sharon's concern is related to Ty's concern. We need to push a lot more information out there, we are getting more and more push back because people do not know what is going on. Sharon would like to talk extensively at the next Selectboard meeting about this topic. Randy asked about how to get more information out to the public. It was again noted that this committee (group, as they go by) have not been warning their meetings to the public. Heidi elaborated more on this, noting that the (HAIS) Highgate Airport Infrastructure Study Group was formed and compared it to the Solar group. The Selectboard appointed and accepted a committee to gather info and report back. Heidi noted we did discuss this in depth at the last meeting with the committee members present. We also had the public presentation. The original team that got us to the point of the presentation was authorized by the Selectboard to work with the engineer and the economist who were hired to gather information regarding the expense of creating the system(s) and the potential impact. Sharon said it looks like they are hiding something, so why not get more info out there. Heidi does not want it to look like she personally is hiding something, it is "we" as a town. Randy said, what else can we do – how do we get the information out there. Do a mailing? We post online, in the paper, around town and on the digital sign but Randy is interested in more outreach. People don't seem to be very plugged in until Town Meeting Day. Heidi is open to feedback on how to get more info out there. She circulates agendas to try to get more participation in these meetings and presentations. To say that we are hiding anything Heidi finds to be counter-productive. She feels as a town we are very good at putting out information. Sharon suggested maybe weekend meetings to increase participation – or maybe a different weeknight. There are budgets to keep in mind with each project, each meeting that we ask people to attend and present affects the budget. If there are things we can do ourselves to keep people informed, please let Heidi know. For example, the budget for the Machia Road project includes mailings to people to keep people in the loop and communicating with residents and having John from

DeWolfe here to present. We did weekend sessions for the VCMP study, which costs money. It took a lot of time to get people to attend. Heidi is all for public meetings and holding them at convenient times. Get her the information and she will reach out to people. Ty is the first person for that list who wants and needs more information. Randy said it would behoove the town to have a communication plan on these projects. This seems to be a recurring issue that people aren't plugged in, for whatever reason. He feels we communicate fairly well but when we get feedback that we aren't we need to figure out what we can do differently. Heidi will send info to anyone that wants it. Scott Bessette is another residents that wants more info. He is a new member of the Planning Commission and he did miss the Zoom meeting the other night. The discussion circled back to the forms. Just because the Selectboard decided at the last meeting to apply for a grant does not mean that we can't have public input. Once we apply for the NBRC grant we will have a certain amount of time to bring it to a public vote. At the last meeting it was decided to move forward and let the voters decide. If the board is still of that mind set, Heidi asked them to sign the forms, and if not we can step back from it. Sharon reads that one particular sentence differently. Heidi will modify it with some direction from the board. It is a standard form she cut and pasted onto Town of Highgate letterhead. Kyle stated he feels foolish because he has not seen any of these documents and asked when they were sent out. He doesn't feel comfortable commenting because he hasn't seen the material. The packets went out via email last night, per Heidi. Heidi was off schedule this week and apologized that the materials went out later than usual. She read aloud from what the letter states and is meant to accomplish. Randy and Bruce were in favor of signing the letter. Richard is still against it and feels this is not the time. We are voting to authorize a signature on the forms for the application. Richard said we have been through this before, and again, he thinks the Chair needs to sign with Heidi. There was further discussion on this topic. Heidi is not signing them, she is asking the group to authorize them to be signed so she can bring them to Sharon for signature. Richard agrees with that. Motion by Bruce Butler to sign the letter as presented. The motion was seconded by Randy Connelly – **APPROVED**. The letter is to be signed by all board members so we will need to coordinate that. It works well to leave it with Sharon at her employer for everyone to stop in and sign it. Randy offered to sign electronically if that is an option.

- The traffic ordinance needs to be tackled. Richard Noel gave some edits that Heidi has incorporated and its possible there will be more. This can be put off until next meeting. Motion by Richard Flint to move this discussion to the next meeting. The motion was seconded by Bruce Butler – **APPROVED**.

H. Selectboard Items

- The St. Albans Messenger is putting together a one-page ad for our senior class of 2020 and asking if the town would like to sponsor the ad for \$200.00. Randy is ok with this if it's something the school district won't pay for. Our logo would be included in the full-page ad honoring the 2020 seniors. Motion by Richard Flint to sponsor this ad in the St. Albans Messenger. The motion was seconded by Randy Connelly – **APPROVED**. It was clarified that this is for all MVU seniors not just Highgate residents.
- There will be a flyover of the F-35s at 1:07pm over NorthWestern Medical Center. This is being done statewide over medical facilities as a thank you to healthcare and

essential workers in the State of VT. HVFD will have their trucks out on the apron as a thank you as well.

- There was discussion on mowing and who was taking care of it for the season. Kyle has offered to help if needed, or if we have an employee with the time to do it, have them do it. Brian Spears has been mowing. Randy asked how Dan was doing over at the arena facility and if he was keeping busy. Ty would like to bring this conversation into executive session to discuss further.
- Ty noted that the VT Thunder will be changing their route this year on May 24th. They will be coming up VT Route 207 and onto VT Route 78 up to Sheldon. They will be leaving the Williston rest area around 1:15pm. Please support them if you can, and still abide by physical distancing and continuing to be vigilant and safe.
- Sharon wished everyone a safe and healthy Memorial Day weekend and thanked those who have given all in the service of our country.

I. Upcoming Events

May 30		Green Up Day – pick up bags at the rear entrance of the town offices
May 30		MAHA Drive Through BBQ – order online and in advance @ www.mahahockey.org
June 1	5:30	Rec. Commission Mtg. via Zoom
June 4	6:30	Selectboard Mtg. via Zoom
June 11	6:00	DRB Mtg. via Zoom

Motion by Sharon Bousquet to exit the regular Selectboard Meeting @ 8:59pm. The motion was seconded by Kyle Lothian – **APPROVED.**

J. Executive Session

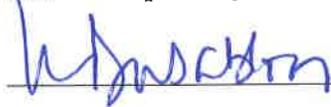
Motion by Sharon Bousquet to enter into executive session @ 8:59pm with Heidi Britch-Valenta, Ty Choiniere and Michael Casella to discuss contracts, legal and personnel where premature general public knowledge would place the town and/or the individuals involved at a substantial disadvantage. The motion was seconded by Kyle Lothian – **APPROVED.**

Motion by Bruce Butler to exit executive session @ 10:17pm. The motion was seconded by Richard Flint – **APPROVED.**

K. Adjournment

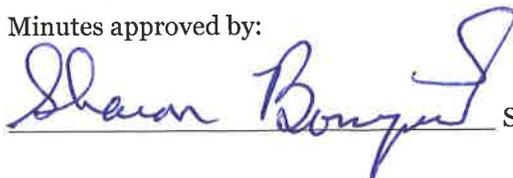
Motion by Bruce Butler to adjourn the meeting @ 10:17pm. The motion was seconded by Richard Flint – **APPROVED.**

Minutes respectfully submitted by:



Wendi Dusablon – Town Clerk & Public Meetings Clerk

Minutes approved by:



Sharon Bousquet – Chair, Highgate Selectboard