

Town of Highgate Development Review Board

July 10, 2025 @ 6:00pm
APPROVED MINUTES

NOTE: All actions taken are unanimous unless otherwise stated.

Join Zoom Meeting: <https://uso2web.zoom.us/j/87626693116>

I. CALL TO ORDER

The meeting was called to order by Richard Trombley, Chair @ 6:00pm noting a quorum of the board was present. This meeting was a hybrid of in-person and Zoom. All participants in this meeting were in-person, unless otherwise noted.

Present at this meeting:

DRB Members: Richard Trombley, Chair; Woody Rouse Jr.; Michael Laroche
Absent – Robyn Klein and Tim Reynolds

Staff: Wendi Dusablon- Town Clerk / Public Meetings Clerk; Carolyn Towsley – Zoning Administrator

Public / Other: William White; Debbie LeBeau; Larry LeBeau; Kevin Many; Travis Belisle; Ray Many

II. APPROVAL OF MINUTES

Motion by Woody Rouse to approve the minutes from *June 12, 2025*, as written. The motion was seconded by Michael Laroche – **APPROVED**.

III. PUBLIC HEARINGS

White, William
Conditional Use – Waiver of Setback
977 Campagna Road
Agricultural District
File # DRB-009-25

William (Billy) White was present and sworn in by Rick Trombley. He wants to add on to his existing garage – the proposed addition is 50'x50'. The extension would be towards the property owned by Mark Gagne and his lot is not square, therefore the back corner would only be 10' from the property line, not the required 30'. Billy pointed out where he was planning his project and noted it is a hayfield next door, and he has spoken to Mr. Gagne. Rick read through the criteria from the bylaws with regard to a Conditional Use / Waiver of Setback. Rick asked about water and electricity to the addition. The current garage has both already. There were no further questions or concerns from the board or the applicant. There was no one from the public present for this hearing. Motion by Michael Laroche to **close** this hearing. The motion was seconded by Woody Rouse – **APPROVED**. Billy is not familiar with the process from here, it was explained to him that he will receive a written decision within 45-days and further questions and/or permits will be through Carolyn, our Zoning Administrator.

Highgate Airport Industrial Park, LLC
Conditional Use Review & Site Plan Review
Off Route 78 – East of the Airport
Agricultural District
File # DRB-010-25

Kevin Many and Travis Belisle were present for this hearing and came to the table to present their project. Ray Many, Debbie LeBeau and Larry LeBeau were also present in the audience. Kevin and Travis were sworn in by Rick Trombley. Kevin stated that there was an approved district change from Agricultural to Industrial / Commercial a few years ago that did not make it into the mapping when the bylaws were redone. This is true, and that process is being redone, starting with a Planning Commission hearing on Aug. 19th and then onto the Selectboard in September. Kevin also was not sure why they had to pay a fee and fill out an application(s) for this hearing because of this. Carolyn stated the fee and application would have been required regardless of the zoning district. They have spent five years on this project and have an easement with Mr. and Mrs. LeBeau to access the property. This easement is recorded in the land records. They have the VTrans permit to install the road and will have their wetland permit very soon. Kevin pointed out on the maps where they intend to begin extracting sand on the property and there are other potential areas that will depend on what ACT250 says. They have the permit to cross over the rail trail and have had it for several years. They will widen the access road and come more into the bank to meet the requirements. Rick then swore in Debbie and Larry LeBeau. He will allow for questions/comments from the audience after they have finished explaining their project. Travis explained that they will be complying with the state on the entrance off of the state highway, Route 78, and it will be completed to A76 standards with 2' shoulders. It will be blacktopped all the way to the rail trail to control dust. The state is requiring a stop sign and other criteria, all explained in the VTrans permit. In the future, after extracting sand, they plan to move forward with a possible industrial park, so they will be back before this board in the future. Vehicles per day allowed as well as operational hours were discussed. Those are outlined in the VTrans permit which Carolyn had a copy of in the DRB file. They are also hopeful that water and sewer will be extended further up Route 78 in the future. Mrs. LeBeau commented that she and her husband have never spoken to Kevin or Travis before, everything was through Ray Many. Mrs. LeBeau further stated that if she had known Mr. Belisle was involved the easement would never have been signed, and she wanted that on the record. Carolyn located the VTrans permit and read aloud from portions of it with regard to questions brought up earlier. The date on this permit is January 2021 and states 30 trucks per day and 7am – 4pm as peak volume times, five days per week. This board does not have the authority to go over what the state has in their permit. A76 standards were understood by the applicants. Mr. & Mrs. LeBeau did not have anything further, other than that the easement is 50' and she will be watching. There was nothing further from the applicants, the board, or those in the audience. Motion by Michael Laroche to **close** this hearing. The motion was seconded by Woody Rouse – **APPROVED**. A written decision will be issued within 45-days and the board has the ability to add further conditions as part of their decision, if they feel necessary. Further questions and/or permits will be through Carolyn, our Zoning Administrator. Rick thanked everyone for coming.

IV. OTHER BUSINESS & UPDATES

- There were two decision letters for review and signature.
- Carolyn provided some zoning updates for the DRB.

V. DELIBERATIVE SESSION

Motion by Rick Trombley to enter into deliberative session @ 6:37pm. The motion was seconded by Woody Rouse – **APPROVED**. Motion by Rick Trombley to exit deliberative session @ 6:57pm. The motion was seconded by Michael Laroche – **APPROVED**.

VI. ADJOURNMENT

Motion by Rick Trombley to adjourn the meeting @ 6:57pm. The motion was seconded by Woody Rouse – **APPROVED.**

Minutes respectfully submitted by:

Wendi Dasablon, Town Clerk &
Wendi Dasablon Public Meetings Clerk

8/14/25
Date

Minutes approved by:

Richard Trombley DRB Chair
Richard Trombley

8.14.25
Date