

TOWN OF HIGHGATE

Village Core Master Plan Mtg.

April 8, 2019 @ 6:00

NOTE: All actions taken are unanimous unless otherwise stated.

Present were:

Committee Members: Steve LaFar; Woody Rouse; Clarence Miller; David Roddy. Absent Randall Connelly and Richard Noel were absent.

Other present- Sharon Bousquet, Evangeline Larocque, Sue Cota, Richard Flint, Greta Brunswick, NRPC and Lynnette Claudon, ANR Water Infrastructure Financing Program participated via skype.

Staff- Heidi Britch-Valenta

APPROVAL OF MINUTES- the last meeting minutes were not available for approval.

VCMP PROPERTY OVERVIEW-

An overview of total expenses for the demolition of the Stinehour Café was provided. Total cost of management and disposal of asbestos material \$14,176. Greta confirmed the close out documentation for the Brownfield Portion of the project were received and would be processed soon. The town will cover 20% of the cost of that work as well as the cost of the excavator \$600 and \$102 advertising.

ANR WASTEWATER PLANNING ADVANCE (WWPA)- Lynnette Claudon was on skype and was able to discuss the program with the group. Clarification on what the WWPA could cover and how that meshed with the additional funding request planned for the NBRC Economic Infrastructure grant to provide additional services to the project. The group review the Path to Wastewater Solutions for Villages Worksheet to determine what tasks would be needed to proceed with the application. A scope of work for this project would need to be further defined to complete the application. Lynnette had provided an overview of what the scope of the project might include. These items would be included in the RFP to hire the engineer.

NORTHERN BORDERS REGIONAL COMMISSION (NBRC)- the opportunity to apply for additional funds with NBRC was also discussed. A similar work plan for a similar 'additional services' was reviewed. The town has already submitted a Notice of Intent to Apply to NBRC. The full application is due May 10 but a notice to proceed from NBRC would probably not be issued until October. Some of the services are necessary or useful for the WWPA so the discussion of delaying the project to get the pre-engineering work done prior to proceeding with the hiring of a consultant for the primary work of the study. NRPC offered to create a scope of work and bid to the Committee for consideration if they felt they needed to move forward quicker.

An alternate approach of focusing on Brownfield work that could be done on the other buildings on the property was discussed and waiting to hear about the NBRC funding before proceeding with the WWPA. Greta anticipates notification of her Revolving Loan Funds by the end of April and then she could begin working with the team on an historical assessment of the property which is a pre-requisite to accessing clean up funding.

This option was selected as the way to proceed and the group instructed Heidi to apply for the \$20,000 NBRC funding for pre-engineering services to be funded. If this grant was unsuccessful, then we would pay for NRPC assistance with pre-engineering work from the funding set aside in the Capital Reserve Fund for this project.

COMMUNITY CELEBRATION- The plan to host a community celebration on the property was discussed. Heidi explained an application was being submitted on Friday to AARP for \$3,000 to offset the cost of this event. Award decisions should be announced by the end of April. Images of the concepts of pallet structures, inexpensive activity stations and food courts were circulated. A letter of support from the VCMP was signed. This idea has been widely supported by other boards and departments and other letters of support have been received from the Selectboard, Library, Recreation Department, Planning Commission and Rise VT.

A potential date of August 10th was selected for the event. The group agreed to meet bi-monthly prior to Selectboard mtgs to plan this event with the first one scheduled for May 2nd at 6:00pm.

OTHER UPDATES

Clarence noted that he had invited Evangeline to participate in the committee going forward.

Historic Evaluation- Evangeline spoke on the historical importance of the house and asked if the potential to save it was still up for discussion. The Committee agreed that no final decision had been made on any of the project. Sue Cota echoed Evangeline's comments. Heidi did not that the committee may find when they look at development that there are more grants available for rehabbing historic structures than demolishing them. The issue will be further explored in the future.

Nadeau Property transfer- The Town's Attorney and the Schools District Attorney had discussed the issue of the transfer of the section of the Nadeau property below the school yard fence to the Village Core Property and out to the Gore Road. They are proceeding with the documents necessary to transfer the land to the Town to be developed as a part of this project.

Property Purchase Request- Steve brought up the topic of a request from local business owner, Sheryl Wilkins, to purchase a small portion of the VCMP property to create a buffer around her property. The Committee discussed this topic and decided that it was too early in the life of the project to make such a decision. Clarence made a motion to table the request indefinitely until such

time as a more clear development plan was created. Steve seconded the motion. Approved.

Next meeting date was set for May 2nd at 6:00-7:00 before the Selectboard Mtg.

ADJOURNMENT

Clarence made a motion to adjourn @8:25pm, seconded by Steve Lafar. Approved.

Minutes respectfully submitted by:

_____, Town Administrator _____
Heidi Britch-Valenta Date