

TOWN OF HIGHGATE

Village Core Master Plan Mtg.

July 28, 2020 @ 6:00pm

Present were:

In person – Steve LaFar; Clarence Miller; Mary Laroche; Woody Rouse; Heidi Britch-Valenta; John Kiernan; Richard Flint; Sue Cota; Evangeline LaRocque

Via Zoom – Richard Noel; Lynnette Claudon; Greta Brunswick; Luc Dupuis (PC members were invited to participate in this meeting, Luc was the only one that did)

CALL TO ORDER- Steve LaFar called the meeting to order at 6:00pm.

APPROVAL OF MINUTES – Motion by Woody Rouse to accept the minutes from June 16, 2020, as written. The motion was seconded by Richard Noel – **APPROVED**.

VCMP UPDATE ON WASTEWATER STUDY & SUPPORT SERVICES – John Kiernan (Otter Creek Engineering) participated in person and Greta Brunswick (NRPC) and Lynnette Claudon (ANR) participated via Zoom for this update. An agenda from Otter Creek Engineering is attached which outlines the topics discussed. The report is approximately 60% complete at this time. They are here tonight to give some background on the project and to identify possible alternatives. They also need input from the board(s) for final touches on the project. Richard Noel had questions about the rail trail crossing line and who owns the right of way at Gore Road, the Town or the State? Greta does not have the answer to that, but Richard would like her to see if she can find out. John spoke to a similar situation in the village of Wells River that he worked on. This study does not answer these types of questions, but it does point them out. Sites south of the rail line would be ideal for these systems, but sites north of it are not out of the question. There is a funding source that Lynnette updated the group on. The ANR Clean Water State Revolving Fund (CWSRF) has a program that will allow the town to apply for design funds for our village system, up to a cap of \$125,000.00 per town, first come-first served. This is not a grant, it is a loan that has loan forgiveness, so no repayment value in the end. We would be able to take this project to the next step at no cost to the town. John noted the next step would be do to test pits. Lynnette stated there are approximately six villages in the queue with these types of projects that will be looking for their piece of the \$500,000.00 available through the loan fund. At \$125,000.00 max per town the fund should be able to accommodate most but maybe not all, again, first come-first served. There were questions for Lynnette on the timeline for applying for these funds. There was discussion on test pits and the scope of work involved. Greta had questions about the Clean Water Funds and if there was more than one fund specific to either water or wastewater. Lynnette explained the differences in the different funding sources. Heidi asked for clarification on the amounts shown for Highgate on the priority list. This list is non-binding and all municipalities must be ranked in the system in order to spend construction funds. By the time we reach construction we should have solid figures that we would be asking for and it should be bonded. Lynnette further explained the importance of the priority list with regard to the Legislature. At the end of the study we should be in a good position to apply for up to \$125,000.00 to move into the design phase and there is loan forgiveness in the end for that amount. If all goes well with the test pits and the town decides how it wants to move forward, there is also \$1.25 million available in construction funds. Steve had questions about the economy and the potential for any of the funding sources to be affected. Lynnette spoke about the CWSRF and across the board loan forbearance with municipalities, so there is some protection against some of the debt repayment. Richard Noel had questions about the Cassidy property and if that is a potential for a water

source. Richard Flint answered that he does not believe so. Permission from property owners will be needed for the test pits and we will also need archeological clearance. Richard Noel asked if the town could speak with Charlie Nye about the old right of way access (deeded as the width of a team of horses) off of Lamkin Street. Greta will be working on updating their website with all this information. Heidi will speak with Greta and John about the budget for digging and to understand the archeological piece also. Easels can possibly be set up with this information to share with the public also. There was discussion on future meeting dates. The VCMP will meet again on Aug. 25th at 6pm. This meeting will not have any wastewater information presented but will focus on other grants and the historical assessment. The next wastewater presentation will be in September, possibly on Sept. 15th as a joint meeting with the PC and VCMP. Heidi recapped the Clean Water State Revolving Fund (CWSRF) funding option for \$125,000.00. As she understands it there would be loan forgiveness in the end and this would allow further planning and engineering for the wastewater and water study on the VCMP property. Motion by Clarence Miller to apply for this funding source through CWSRF. The motion was seconded by Woody Rouse – **APPROVED**. When we complete the study and have a vision for what we would need to apply for, the VCMP members would then take that request to apply to the Selectboard.

VCMP PROPERTY DEVELOPMENT DESIGN PLANNING FUNDS – pending

OTHER BUSINESS & UPDATES – Heidi updated the group on the USDA grant funds that we had applied for. One for was economic development planning to look at how we would manage the high rate of growth that we are experiencing in town. It would involved the PC, DRB, VCMP and Selectboard talking about what we want to see adopted for strategies for sustainability (impact fees, TIF district). We were awarded half of what we requested. We need to reply by Thursday to accept the funds. This changes the scope of how things will happen and we will do as much as we can with \$15,000.00. Funds for the VCMP final design were not awarded. We received nothing for that. Heidi will speak with the DRB because they requested that our MPG be for a bylaw rewrite. We may not be able to achieve a rewrite because we don't have a Zoning Administrator currently, and there are new criteria for the MPG that Greta elaborated on. The crux is that the type of bylaw rewrite was going to be an update and might not make us competitive enough in the application process. There is potential that the economic development planning grant to necessitate a bylaw rewrite at a time when we could include impact fees and other things so it may be premature at this time. Greta feels we could possibly frame the bylaw rewrite application to be competitive. So far there is not a lot of competition for MPGs this year and they are due Oct. 1st. More discussion will need to be had with the DRB on this. We could submit a smaller MPG also, there are a few ways to go about it. Another option would be to use the MPG for VCMP design and take those designs we have in our feasibility study and go further with the WW study info and historical assessment. Greta spoke about the library and her recollection of that being the first step or could be a first step in making progress with developing the VCMP property.

OLD BUSINESS – Arnold & Scangas was here all day on July 10th for the historical assessment on the VCMP property as well as the library. We hope to have that report back soon. We did receive \$1,500.00 from RiseVT for a community celebration which is not likely to happen in 2020. Evangeline asked where those funds are kept. They are sitting in an interest free account, per Heidi. RiseVT does not want the funds back, so we will hang onto them and hopefully schedule something in 2021. There was discussion about applying for more funds in 2021 also if that is allowed. The VCMP would like to set the date early in 2021 because the calendar fills up very quickly with events, especially next year! Richard Flint said HVFD would like to store their old fire truck on the VCMP property. He gave some history on the truck and it is still used in parades etc. Motion by Evangeline LaRocque to have the truck stored on the VCMP property. The motion was seconded by Sue Cota – **APPROVED**.

ADJOURNMENT – Motion by Clarence Miller to adjourn the meeting @ 8:28pm. The motion was seconded by Woody Rouse – **APPROVED**.

Minutes respectfully submitted by:

W. Dusablon

Wendi Dusablon, Town Clerk & Public Meetings Clerk
(transcribed from Zoom video and Heidi's notes)

9-16-20

Date

Approved @ VCMP mtg 8/25/20

Approved by:

Steve LaFar – Chair, VCMP

Date

DRAFT



OTTER CREEK
ENGINEERING

MEETING AGENDA

**Town of Highgate
Community Wastewater Feasibility Study
July 28, 2020**

- 1. Review Additional Information on Existing Conditions (Figure 2)**
 - a. System Replacements**
 - b. Future Planned Developments**
 - Village Core Property (concept plans require 750 – 1,500 gpd)
 - Cassidy Meadows
 - Others?

- 2. Potential Disposal Sites (Figure 3, Table 2)**
 - a. Site 3 (Town-owned and adjoining parcel (suggest up to 6,500 gpd)**
 - b. Site 4 (portion of Sand Pit) – potential for much larger disposal field**
 - c. Need Point Person to Approach Landowners for Permission/Option**

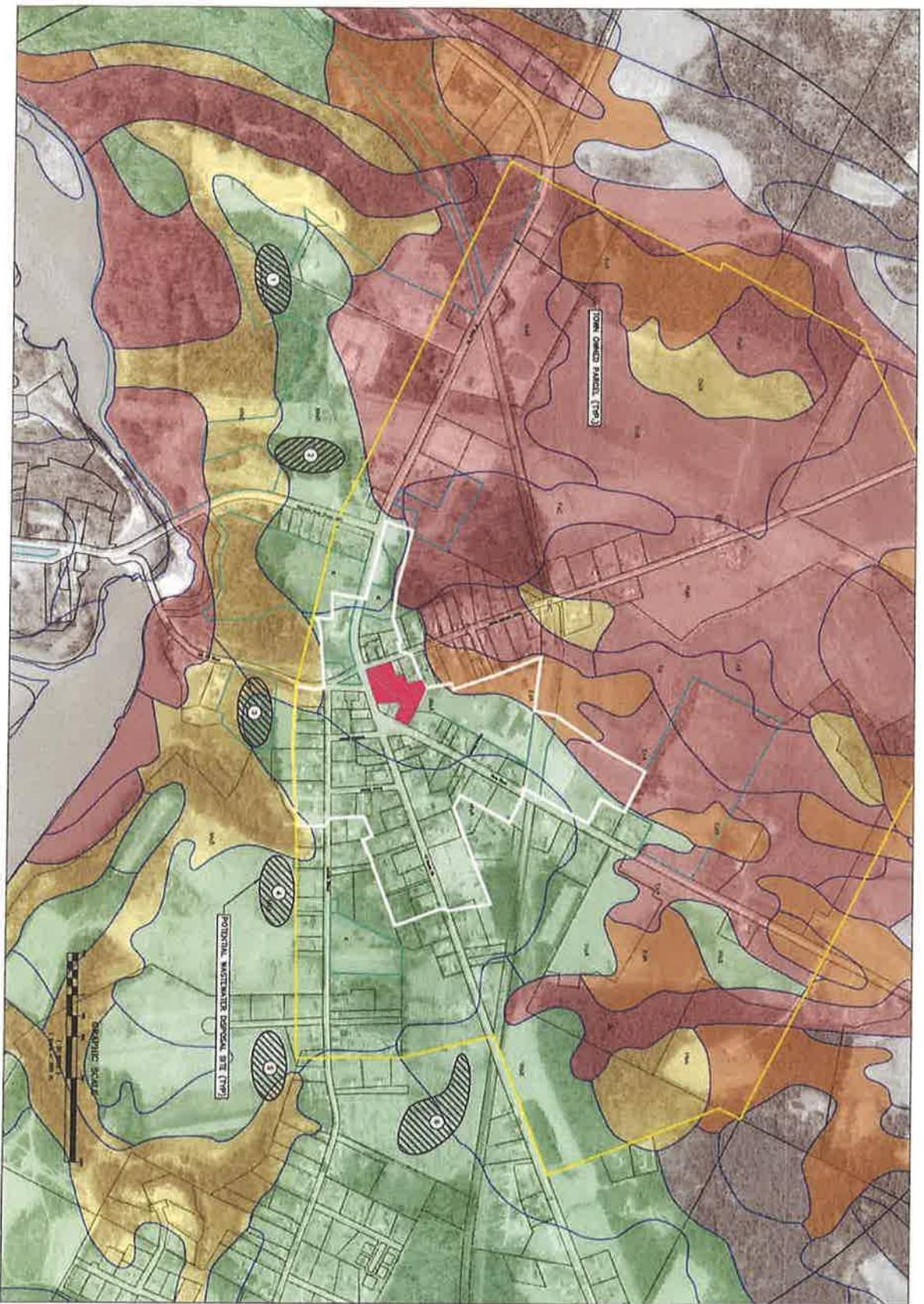
- 3. Potential Water Source Sites (Figure 4, Table 3)**
 - a. Fracture Trace Analysis**

- 4. Wastewater Collection Alternatives (Figure 5)**
 - a. Immediate Need – Village Core Property (Phase 1)**
 - b. Flat topography will likely require individual pump systems vs. gravity sewers**
 - c. Existing information indicates only very small properties (1/4 acre) and parcels along St. Armand Road with poor soils (17 SFHs) may need assistance with off-site wastewater solutions; other properties appear to be able to replace systems on-site**
 - d. Need to Address Village Growth Center Concept Area?**

- 5. Water System Alternatives (Figure 6)**
 - a. Phase 1 – Immediate Need – Potential Connect to School supply? Who to approach?**
 - b. Distribution – serve entire Village area to remove overshadowing issues**
 - c. Assume Ground Storage, No Fire Protection**
 - d. Provide Sample Scenario with Costs**
 - e. Potential Extension of Swanton Village Connection – does not appear feasible**

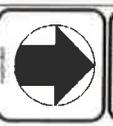
- 6. Funding Update**

- 7. Next Steps**
 - a. Submit 60% Report – August 7, 2020 (include cost opinion for Phase 1)**
 - b. Test Pits – by August 31, 2020**



3	POTENTIAL WASTEWATER DISPOSAL LOCATIONS	DATE	
		SCALE	
		PROJECT NO.	
		DRAWN BY	
		CHECKED BY	
		DATE	
		PROJECT	
		CLIENT	
		LOCATION	
		SCALE	
		DATE	

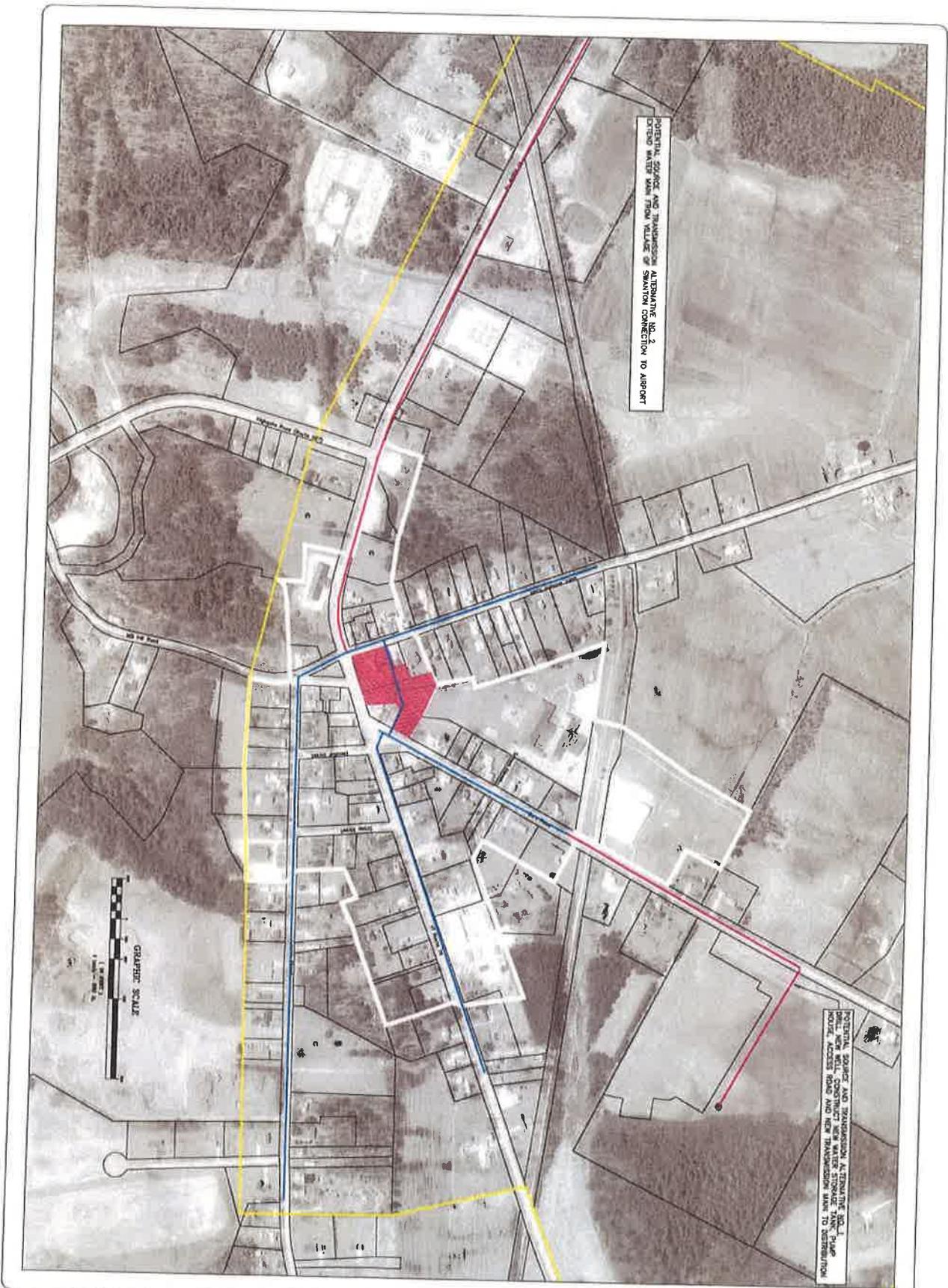
**TOWN OF HIGHGATE
COMMUNITY WATER
AND WASTEWATER
FEASIBILITY STUDY
HIGHGATE, VERMONT**



DATE: 10/15/2010
 DRAWN BY: [Name]
 CHECKED BY: [Name]
 PROJECT NO.: [Number]

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POTENTIAL SOURCE AND TRANSMISSION ALTERNATIVE NO. 2
 OFFER WATER FROM FUTURE VALUE OF SEWAGE CONNECTION TO AIRPORT

POTENTIAL SOURCE AND TRANSMISSION ALTERNATIVE NO. 1
 HOUSE ACCESS ROAD AND NEW TRANSMISSION MAIN TO DISTRIBUTION



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WATER SUPPLY AND SEWER ALTERNATIVES

NO. 1	NO. 2	NO. 3	NO. 4	NO. 5	NO. 6	NO. 7	NO. 8	NO. 9	NO. 10

TOWN OF HIGHGATE
 COMMUNITY WATER AND WASTEWATER
 FEASIBILITY STUDY
 HIGHGATE, VERMONT



DATE: 10/15/2014
 DRAWN BY: [Name]
 CHECKED BY: [Name]
 PROJECT NO. 14-001

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