

TOWN OF HIGHGATE

Village Core Master Plan Mtg.

July 23, 2019 @ 6:00

Present were: Steve LaFar; Woody Rouse; Richard Noel, Clarence Miller, Sue Cota, Michelle Beaulieu, Virginia Holiman, Ken Thompson, Bruce Ryan, Dick Harper, Angela Carr, David Roddy, Dan Beauregard, Richard Flint, Marlena Valenta and Heidi Britch-Valenta.

CALL TO ORDER- Steve called the meeting to order at 6:09pm.

APPROVAL OF MINUTES- Clarence noted that the minutes indicated he went to the Farmer's Market in St. Albans Bay but it was actually the Bay Day Event that he had gone to. David made a motion to accept the minutes from July 9 with the correction on page 2 under Vendors to change Farmer's Market to Bay Day Event. Woody seconded the motion. APPROVED.

COMMUNITY CELEBRATION UPDATES

BUDGET- The budget had not changed since the last meeting. Decision must be made at this meeting to start purchasing necessary items.

Budget- \$2,000 to the clean-up of the property
 \$1,500 Ben and Jerry's CAT Grant

Expenses- \$1,160 electrical hook up
 \$200 supplies for clean-up/mural
 \$45 Work Crew
 \$1,405 of clean up funds spent. (\$595 designated for clean-up only)

\$1,500 of B&J money remains for the event.

ENTERTAINMENT- A list of activities and entertainment was circulated.

Activities-

Rise VT Smoothie Bike	Bubble Pool
Fire Truck Tours	St. Albans Police Dept Command Vehicle
Petting Zoo	Free Ice Cream Cones – SAPD will hand out
Hula Hoop VT	MVR- ?
Mike and the Big Blue Trunk	Historical Trivia
Butter Making	Historical Cafes
Volley Ball	Historical Photo Booth
Whiffle Ball	
Sack Races	
Egg Toss	

This was reviewed to make sure everything we had previously discussed was on the list. It was asked if anything needed to be purchased for the activities. Sacks for the sack races are needed. Richard Flint would look for some burlap bags.

For the ice cream we will need a table, gloves, ice cream scoops, cones and water. Heidi has submitted a request to Ben and Jerry's for ice cream but we don't know yet if that will come through for us. If not we can purchase bulk ice cream from employees. Hannaford may be able to donate water as they have done for other events. Heidi will follow up.

For the Historical Café we will need pictures and artifacts. Sue shared some things she has found for display and she had contacted several residents to see if they will attend and recite stories at the event. She has focused on former bus drivers and has contacted several already. Heidi shared that Butch Brosseau has agreed to share some of his axes for the event. She asked everyone to think of someone that might have things to share. Most members had some items they wanted to share. Butter churns, wash boards, horse shoes, and pictures.

The historical café will need tables, clothes and ways to display photos and items. Scott Martin from the school has offered to bring over tables and chairs for the historical cafe. Clarence asked about a leaf blower or way to clean the walls in the garage. Clarence and Woody will meet to fill the holes in the floor.

Marlena Valenta suggested putting out a request for people to submit pictures early then they can be displayed at the event.

Heidi said she had spoken with Sharon who was not able to attend the meeting and that she wanted to purchase the Historical Trivia Kit for 5 rounds of trivia. She will be managing this activity. Steve Lafar made a motion to approve the purchase of the Historical Trivia Kit from the state historical society for \$25. Richard Noel seconded the motion. APPROVED.

A photographer for the event was suggested. George Quillette was suggested since he might come to take pictures anyway to sell to the paper. Getting a news story as advertising was suggested.

We talked about getting a videographer for the historical interviews. Pricing was not available. We are also able to borrow a camera from Channel 15 and do our own filming.

The Enosburg Opera House has agreed to loan historical costumes for the event so we could set up a photo area for selfies and to collect photos for a town book. This idea was well received. A back drop image and a 'selfie spot' sign were shared. Michelle made a motion to approve the purchase for \$10 and \$8 respectively. Woody seconded the motion. APPROVED.

Michelle had talked with Dennis Nolan, Historical Society, and they have agreed to keep the museum open that morning. We will probably want their help at the event as well.

It was thought that we will need about 30 volunteers to cover all the activities. It was agreed that the DOC crew would be used to assist with parking for a few hours. Heidi will check if they are available. Clarence and Angela said they had reached out to Boy Scouts but hadn't heard back. Angela will ask PTKO.

Heidi said she had contacted three companies to get Port-o-Let estimates. Only Drummac was willing to come to our area. the cost is \$90 per unit. Steve Lafar made a motion to approve the cost of 2 Port-o-lets for the event \$180. Woody seconded the motion. APPROVED. There is also another Port-O-Let in the municipal park if needed.

The sound system search was discussed. Dick Harper suggested David Stetson. Heidi had already contacted him but he is busy with Field Days so we haven't heard from him yet. We had originally thought we would be getting a band and didn't think the sound system that the towns owns would be sufficient. Now that we know we are talking more about solos, duets and speaking, it is possible our system will be sufficient. Heidi had asked Randy for clarification on

this issue and has reached out to Chris Larocque but he is doing the O show and he is expensive. He suggested the Stetsons.

VENDORS- We have 6 confirmed paid vendors. With about 8 interested. Everyone suggested having a drink stand. Rick Lansing was suggested. Heidi will follow up.

KIOSK- the bids for the kiosk were reviewed. There was no interest in committing the funds to do this at this time.

FOOD- Fire Department BBQ 11:30 to 1:00. C&M Concessions, Mark and Cheryl Langlois, have confirmed they will set up at 10:00 and start to cook around 1:00pm.

ELECTRICITY- electricity has been restored but the lights have not been fixed.

PETTING ZOO- The petting zoo was mentioned again. Richard Flint will start setting up pens in the shed out back.

ADVERTISING- Sue has been doing a great job of circulating the flyer. A stack was given out to those in attendance to share with friends and neighbors. A messenger article was suggested.

TSHIRTS- pricing was discussed and the design was reconsidered. A large orange H from an old varsity shirt was selected as a good historical reference. The number 75 was agreed upon and the color of the shirt will be black and the lettering will be orange. A small vt with the star on the side chest was also included. 65 regular size shirts at 7.00 and 10 XXL will be ordered for 9.00 each with a \$15 set up fee. Heidi will place the order. Richard Noel made a motion to purchase 75 Tshirts for an estimated \$560. Steve seconded the motion. APPROVED. Heidi will order.

DECORATIONS – Clarence suggested red white and blue banners for the performer's wagon and porch. Lights were also discussed. Pennants banners were approved to purchase at oriental trading but the patriotic buntings, and caution tape were going to be ordered from McCuins.

PLANTS- the group talked about asking to borrow plants from H&B or any green house. Virginia offered to speak with H&B. Bill Lussier and Green Country corners were also suggested.

OTHER PARTY ENTERTAINMENT OPTIONS- pricing was shared for party rental items such as bouncy house, photo booth, dunking tank. The prices were higher than anyone wanted to pay and Marlena suggested that Sheldon School might have a dunking tank that we could borrow.

ACTIVITIES- Dan Beauregard was present from the Rec Dept. He said that he will not be present until later in the event because he is on vacation that week. The Rec Dept is just doing volleyball not corn hole.

The music was discussed and Dick suggested olde time music such as big band music or bango on a Pandora station should be found for back up in between performances.

Finding a Master of Ceremonies was thought to be important. Sue suggested Hank Lambert. Someone suggested Keith Ploof.

GARBAGE BINS- We talked about garbage bins. We will ask Field PWD to pick up some after Field days is over. Clarence also asked if they might be able to take a leaf blower to get down the dust and cobwebs in the garage. Clarence and Woody will fill the holes in the garage on Friday.

Sue suggested asking MAHA kids if they want to help and they could have all of the returnables.

MURAL-Michelle explained that the reason that the mural on the back building wasn't completed yet was because Richard Noel had said that he wanted it to be changed. The design was discussed and supported. The mural shall continue as it is. There is another end of the building for another design if we are able to complete another one.

OTHER- the sale of the property came up. Steve said he is being asked why there isn't a for sale sign on the property. Clarence played Devil's Advocate and asked questions that need to be answered before it could be listed for sale. What price are we asking? What uses could it support? what uses would the town want to see there? how much of the property is for sale?

The group talked about completing the Wastewater study to understand what uses could be supported on the property. the group also talked about ways that we need to inform ourselves about marketing the property to get the most for it. Heidi said they are planning to invite local 'experts' such as Dominic Cloud, Tim Smith, etc. to speak with the committee, Planning Commission and Selectboard so we are ready to move when we able.

The point was also brought up that the voters would need to approve the sale of the property prior to marketing it. the actual wording of the motion from Town Mtg would be brought to a future mtg for discussion

MEETINGS-Next meeting date will be Aug. 6 @ 6:00.

ADJOURNMENT

Steve adjourned the meeting at 8:10pm.

Minutes respectfully submitted by:

_____, Town Administrator _____
Heidi Britch-Valenta Date