

**TOWN OF HIGHGATE**  
**Village Core Master Plan Mtg.**  
**August 6, 2019 @ 6:00**

Present were: Steve LaFar; Woody Rouse; Clarence Miller, Sue Cota, Michelle Beaulieu, Virginia Holiman, Hank Lambert, Evangeline Larocque, Luc Dupuis, Sharon Bousquet and Heidi Britch-Valenta.

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

**APPROVAL OF MINUTES-** Woody made a motion to accept the minutes from July 23<sup>rd</sup> as written. Clarence seconded the motion. APPROVED.

**COMMUNITY CELEBRATION UPDATES**

**HISTORICAL CAFÉ-** Hank gave an update of a meeting on August 1<sup>st</sup> that focused on the historical components of the celebration. Evangeline, Sue, Woody, Hank, Ray and Heidi had met to go over a vision for the event.

Things that had come out of the planning session were to focus intensely on the history of the site and leave other historical pieces for the fringe. An area will be set up for a panel to have a roundtable discussion on their memories of the Village area. This will turn into a comment period for the audience also. There will be two(2) one (1) hour sessions from 1-2 and 3-4. The topics will be the history of the site and village. Civil war will also be a focus.

Evangeline, Ray and hopefully one other person will be on the panels. Hank will moderate. These discussions can be followed by a round of historical trivia if time allows. Evangeline will ask Rita Spears if she wants to be on the panel because she worked in the foundry.

The historical booth will be in the back of the building. Costumes will be borrowed from the Enosburg Opera House.

Chalk boards will be used to let people easily communicate their vision for the property. The Public Works Department will bring partitions and the chalk boards out of the upstairs storage area.

Recording these panels was discussed. We talked about recording it ourselves and then having Channel 15 make a video out of it. Ultimately it was agreed to make more sense to have Channel 15 record this event and edit it. A motion was made to spend approximately \$200 for a video to be made of the event. Woody made a motion to hire Channel 15 to record and produce the event for approximately \$200. Michelle seconded the motion. APPROVED.

The committee headed to the property at 6:20 to meet with David Stetson, TimKath Productions, regarding a sound system for the event. The committee talked about the event needs and David will send in an estimate.

The group returned to the town office 6:45pm.

The group discussed ways to advertise. Woody made a motion to have Michelle order two 3' x 5' banners with the event information on it. Clarence seconded the order.

BUDGET- The budget was discussed. There was still \$740 remaining from the B&J grant and \$595 left from the clean-up funds. Vendors fees had also produced \$275 in revenue.

No update on the Ben and Jerry's ice cream request yet.

VENDORS- We have 12 confirmed paid vendors. With about 8 interested. Everyone suggested having a drink stand. Rick Lansing was suggested. Heidi will follow up.

TSHIRTS- The T-shirts will be ready Friday. Final price was \$522.

PLANTS-H & B had reached out to us to offer planters for use at the event. Virginia will follow up with them and with others to offer the same deal to have prices on all planters and sell whatever they would like for their support.

OTHER PARTY ENTERTAINMENT - a dunk tank is available if we have people willing to get in. Sharon offered, Erica Benoit was willing. We will think about who might be willing and see if we have enough to make it worthwhile.

OTHER- Governor Scott was visiting Highgate on a bicycle with the RISE VT group on Saturday the 10<sup>th</sup>. We will be making a welcome wagon and hope people can attend at 11:15am.

MEETINGS-Next meeting date will be Aug. 13 @ 6:00 on the site.

#### ADJOURNMENT

Steve adjourned the meeting at 7:58pm.

Minutes respectfully submitted by:

\_\_\_\_\_, Town Administrator \_\_\_\_\_  
Heidi Britch-Valenta Date