

Approved _____, 2017

Cornwall Planning Commission (CPC)

Cornwall Volunteer Fire Department • Route 30 Station

March 15, 2017 • 6:00–7:36pm

MEMBERS PRESENT: Jamie McKenna, Jean Terwilliger, Bobbie Carnwath, Jim Duclos

ABSENT: Holly Noordsy

ALSO PRESENT: Sue Johnson

CALL TO ORDER: 6:00pm

QUORUM: established.

ORGANIZATION:

- Sue, as Town Clerk, administered the oath of office to newly elected members Bobbie Carnwath, and Jim Duclos.
- Jim NOMINATED Holly Noordsy for Chair, Jean SECONDED. *Motion passed* (4 in favor, 0 opposed).
- Bobbie NOMINATED Jamie McKenna for Vice-Chair, Jean SECONDED. *Motion passed* (4 in favor, 0 opposed).
- Sharon Tierra was appointed PC Secretary, and the *Addison Independent* was selected as the newspaper-of-record.
- The Commission then scheduled 2017 regular meetings for the third Wednesday of each month, at 7:00pm, at the Town Office. Meetings to be run under *Robert's Rules of Order For Small Boards*.

AGENDA: As Vice-Chair, Jamie reviewed the Agenda, suggesting postponements as noted below at each item so changed. Bobbie MOVED, Jim SECONDED, that the proposed postponements be approved. *Motion passed* – (4 in favor, 0 opposed).

1. MINUTES February 15, regular meeting:

Jim MOVED, Jean SECONDED, that the Minutes of February 15 be approved. *Motion passed* (4 in favor, 0 opposed).

February 22, special meeting: Postponed due to lack of quorum

2. ANNOUNCEMENTS: Community Values Mapping—Postponed. Jens unable to be here tonight.

3. OLD BUSINESS:

- **MPG Update**—Sue indicated that the expected contract for revision/combining of the *Zoning By-Laws* and the *Subdivision Regulations* was received, PC is to sign (Selectboard previously authorized the expenditure). A short discussion followed regarding possible issues to be encountered.
- **Proposed Application and Permit Fees**—Postponed. Residential fees had been discussed previously, commercial fees need Holly's input. Sue noted that the escrow account needs to be integrated into the current bookkeeping system.

4. NEW BUSINESS:

- **Review of “Town Plans That Matter” webinar**—Watched video (44 minutes); all agreed it contained some interesting and useful information; the manual it referenced should be obtained.
- **Energy Working Group Update**—Bobbie read a letter of application in response to the opportunity for Cornwall to participate in the ACRPC hosted *Town Energy Planning Element Pilot Program*. The question arose about whether or not there was interest in applying to be one of the three towns selected to participate. Consensus was “yes.” Further discussion ensued. Bobbie noted that this letter of application had been submitted to the SB for inclusion on the Agenda of their next meeting.
- **Recreation Committee Update**—The group’s meeting was cancelled and will be rescheduled. After ward, they will be rescheduled with the PC. PC indicated that it would be good to invite Landworks

5. OTHER BUSINESS: *none*

ADJOURNMENT: Bobbie MOVED, Jim SECONDED , that the meeting be adjourned, 7:36pm..
Motion passed (4 in favor, 0 opposed)

Submitted by Robin Conway, Substitute Minute-Taker