

Approved September 20, 2016

## **CORNWALL SELECT BOARD**

Regular Meeting  
Cornwall Town Hall  
September 6, 2016

**MEMBERS PRESENT:** Ben Marks, Brian Kemp, Magna Dodge, Ben Wood, John Roberts

**ALSO PRESENT:** Sue Johnson, Stu Johnson, David Anderson, Mary Dodge

The meeting was called to order at 7 pm.  
Quorum – established.

**AGENDA** – Ben W. MOVED/ Brian K. SECONDED a motion to approve the agenda as posted. Motion passed – 5 in favor, 0 opposed.

General Fund and Highway Orders – signed.  
Report on Reconciled Bank Statement – reviewed.

### **MINUTES:**

- **August 2, 2016** – John R. MOVED / Magna D. SECONDED a motion to approve the minutes with the following corrections and additions:
  1. Under CORRESPONDENCE REVIEW substitute “correspondence received from resident” for “bill received from resident.”
  2. Under Road Foreman position – change second bullet to read: “The Board will begin advertising to fill a Road Foreman position.”
  3. Under Harper Factory Report – change second sentence to read: “ Ben M. noted that is likely that no benefit will be found for the Town in attempting to take action through Act 250.”
  4. Under Town Hall Roof Truss – change first sentence to read: “The Capital Committee is waiting for a final report.”Motion passed – 5 in favor, 0 opposed.
- **August 16, 2016** – John R. MOVED / Magna D. SECONDED a motion to approve the minutes as posted. John/Magna. Motion passed – 5 in favor, 0 opposed.

### **CORRESPONDENCE REVIEW**

- Notice from Vermont League of Cities and Towns (VLCT) about training for municipalities on “reasonable suspicion testing.”
- Notice from Green Mountain Power about the plan to change to LED lighting for security and street lighting, over the next 2 years.
- Notice from Downs Rachlin Martin PLLC of official withdrawal from the Public Service Board docket 8180 (closed) phase two of the pipeline project.

- Letter from VLCT regarding the annual business meeting October 5 at the Town Fair. Towns can designate an attendee. Sue J. said she is considering going to the VLCT annual meeting, as she plans to attend the Town Fair. Ben W. MOVED / John R. SECONDED a motion to give Sue J. discretion to be the delegate. Motion passed – 5 in favor, 0 opposed. From VLCT – Candidate Forum Toolkit for Municipalities
- From Vermont Land Trust – informational notice about conservation of West Street Properties LLC farm in Cornwall and Bridport.
- From VLCT - Copy of 2017 Draft Municipal Policy (Sue J. said this policy is on the agenda for approval at the VLCT annual meeting on October 5).
- Copy of application for a CPG for Net Metered Power Systems on property at 1571 Sperry Road. The Board is concerned that the application is not complete, because the required specific, realistic screening plan is missing from the application. Ben Marks reported that he has a conflict of interest in this matter, and must recuse himself from discussions and actions. Magna will contact attorney Benj Putnam to inform him that it is possible his services may be needed. John R. will communicate concerns with the applicant and ask for the required screening plan by the 16th of September.

**PUBLIC COMMENTS** - none

**TOWN CLERK / TOWN TREASURERS REPORT**– Sue Johnson

- ***Bridge Repair Costs Repaid*** – Cost of repairs of damages to Station Bridge by harrows going through the bridge, have been repaid to Cornwall. Cornwall will send half the repaid funds to Salisbury.
- ***Insurance payment*** - Town has received an insurance payment from VLCT for Highway Department equipment that was stolen.
- ***Town Hall Renovation*** – 2 antiques have been identified. If they have value, Sue J. said they should be sold as there is no room or use for them in the Town Hall. Contents of the back room have been packed up and moved to other locations. Sue J. praised Ken, Terry, and Ken’s grandson Alex for the great work they did in moving the large quality of items from back room. Sue J. has been exploring options for the temporary location of the Town Office during renovations, with a mobile unit being the most viable option at this point. Sue J. said the unit should to be in place by October 1, to stay on track with the schedule. Renovation work will commence following the November 8 election. Recycling operation in parking lot will probably need to relocate during renovations.
- ***November 8 election*** will be held in the Town Hall.
- ***Office coverage*** - Sue J. informed the Board that she will be away from the office September 12, 13, 19, and 20. Sue may also attend the budgeting meeting on September 27. Joan Bingham will be covering the office in Sue’s absence.
- ***Taxes*** - tax bills will go out on September 8. Generally tax bills will be lower this year, because rates have gone down.

**Road Commissioner's Report** – Brian Kemp (road department liaison to the Board) reported that work on West Street is complete. Before he left, Stu J. made a list of one-person jobs, such as treating lumber and preparing for regular maintenance on equipment, that need to be done at this time. That work is ongoing.

## **OLD BUSINESS**

- **Creation of Appointed Assistant Road Commissioner** – After discussion, John R. MOVED /Magna D. SECONDED a motion to appoint Brian Kemp as Assistant Road Commissioner. This appointment reflects Brian's role as liaison to the road department. Motion passed – 4 in favor, 0 opposed, 1 abstained (Brian Kemp).
- **Planning Commission Presentation:** David Anderson presented the Municipal Planning Grant Application for approval by the Board. David A. explained that the grant will help pay for costs (including hiring assistance from planners at Addison Regional Planning Commission) associated with updating the zoning bylaws and correcting inconsistencies between the Town Plan and the Town bylaws. Sue J. reminded the Board that matching funds for a municipal planning grant were approved at Town Meeting and are already in the 2017 FY budget. It was agreed that Ben M. be designated the grant representative and John R. the alternate grant representative. Ben M. MOVED /John R SECONDED a motion that the Board sign the authorizing resolution for the municipal planning grant. Motion passed – 5 in favor, 0 opposed. Resolution was signed.
- **Request to Map Community Values** - Mary Dodge gave an overview of the Community Values Mapping workshop scheduled for October 12. The challenge of turnout was discussed, and the idea of survey for people who do not attend, was also discussed. Sue J. reminded the Board that the Planning Commission will be doing a survey as part of their process in updating the bylaws and that collaboration is advised. The benefits and the pitfalls of surveys were discussed. Mary D. asked the Board for their help in encouraging people with diverse interests to attend the workshop.
- **Meeting Schedule with Town Commissions and Committees** – The Board hopes to schedule a meeting with the new Development Review Board first. Ben M. will stop in and see Sue and make the list.
- **Authorize Capital Committee to Select a Contractor** – After discussion, John MOVED / Brian SECONDED a motion to authorize the Capital Committee to select a contractor, following the public reading of the sealed bids. Motion passed – 3 in favor, 0 opposed, 2 abstained (Ben W and Magna D, who are members of the Capital Committee).

## **NEW BUSINESS**

- **Review Road Foreman Applications to Date** – Brian Kemp reported that the Town has received 6 applications. Today was the deadline. Sue J. has

started to check references. By mid October would be good to have the position filled. John R., Brian K. and Stu J. will screen applications and set up interviews. Stu J. will screen, but not participate in the interviews of his peers, at his request. Sue summarized the benefit package for town employees for the Board.

**OTHER BUSINESS:**

***School Wind Turbine update*** - Ben M. reported that they finally have the 3<sup>rd</sup> signature on the wind project insurance paperwork. Installation of the wind turbine at the school may now commence.

Ben W. MOVED / Brian K. SECONDED a motion to adjourn the meeting. Motion passed – 5 in favor, 0 opposed.

The meeting was adjourned at 9:45 pm

Respectfully submitted, Sharon Tierra, Clerk of the Select Board