

Approved January 3, 2017

CORNWALL SELECT BOARD

Regular Meeting
December 20, 2016
Cornwall Fire Station, Route 30

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

ALSO PRESENT: Sue Johnson, Michael Sunderland

The meeting was called to order at 7:00pm.
Quorum - established

AGENDA - John R. MOVED/ Magna D. 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 – December 6, 2016

John R. MOVED / Ben W. SECONDED a motion to approve the minutes as amended below:

- Correct typos;
- In section on the Swamp Road Bridge, strike “the company” and replace with “Wright Construction”;
- In section on Listers correct sentence to read: “Assessor and Lister Clerk are positions hired by the Select Board.”
- Clarify that Capital committee will meet on December 22. Strike “and will report at next meeting.”

Motion passed – 5 in favor, 0 opposed.

CORRESPONDENCE REVIEW

- Invitation to participate in the annual meeting of Addison County Court.
- Proclamation request memorandum from National School Choice Week. Ben Marks said that if a Board member wants to consider this request, it will be put on the agenda and treated as a motion at the next meeting.
- Request to the Select Board from the Town Auditors to write an annual report for the Town Report.
- Letter from Big Heavy World requesting funds (without required signed petition from the voters).

PUBLIC COMMENTS - none

TOWN CLERK / TOWN TREASURER’S REPORT – Sue Johnson

- The Town has received the bill for removing the bridge. Procedure for payment of cost covered by insurance is not yet clear. Ben M. will stop in to discuss with Sue J. during office hours.
- Letter from the State Restitution Unit regarding conditions for processing of claim for damage to the covered bridge. Sue will forward the letter to the Vermont League of Cities and Towns.
- Two heavy old doors that were in the Town Hall are being offered back to the Town by the citizen, who has changed his mind about having a use for them. The Board does not think the Town could use them. Sue J. will ask the contractor about options for re-use by someone.
- John R. expressed his concern about the temperature inside the temporary office. He suggested that plywood and insulation be added. Michael S. said that the highway department would be able to pick up and install plywood and 2 inch blue board before the next storm.

ROAD COMMISSIONER'S REPORT – Michael Sunderland

Roadwork in the past month has been normal and routine. Mike S. has received a positive response from the citizens to his email message about the potholes.

Mike S. discussed his plans for new equipment with the Board. Priority is the need for upgrade for strobe light for the '09 truck, because it will increase safety. Current light on '09 truck is suitable for use on the pick-up truck. The Board agreed that budgeted highway funds allow the purchase of a new strobe light at this time. Other items that Mike identified as needs (toolbox, air compressor, and turbine blower) will be considered at end of fiscal year, or as capital expenses in the future.

Michael S. also discussed grant applications he is considering, for creating an inventory of culverts and replacing culverts that are located under asphalt on West Street and James Road. Act 64, the Clean Water Act, requires towns to have a 20-year plan in place by 2018, on how to come into compliance. Taking inventory of the culverts in Cornwall will be one of the first steps to take.

OLD BUSINESS

- **Lister Search Update** – Sue Burdick expressed her concern about the steep learning curve for being a Lister. It takes 2-3 years to learn the job even if the new Lister is working with experienced Listers. Ben M. will provide the list of all who have been contacted so far, and who have declined.
- **Bridge Installation Status** - Brian K. reported that the work on the temporary single lane bridge is staging for installation. Ben M. has been reviewing drafts and subsequent revisions of the installation contract. Matt DeBishop dug some level sites for the crane pads to sit on. Once the bridge is installed, guard rails will be needed on both sides. Brian K. has found a contractor who is willing and able to install the guard rails at this time of year. Once guardrails are complete, then traffic can have access

to the bridge. Travel width of the bridge is 10 feet. The Board instructed said Brian K. to put up whatever weight limit signage is needed to protect the road. The Town will get a detailed accounting of the installation work from VTrans.

NEW BUSINESS

Working Session on the Town Budgets

The Board and the Town Clerk/Town Treasurer reviewed and updated the Municipal and Highway budgets line by line, in anticipation of expenses for FY2018... until 9:55 p.m.

Ben W. MOVED, Magna D. SECONDED a motion, that public discussion of Town employee compensation and benefits for the 2017/2018 fiscal year would disclose confidential information related to employee performance and compensation. The motion passed – 5 in favor, 0 opposed.

Magna D. MOVED, Ben W. SECONDED a motion, that the Board go into **executive session** to discuss Town employee compensation and benefits for the 2017/2018 fiscal year. The motion passed – 5 in favor, 0 opposed. The Board went into executive session at 9:56 p.m.

The Board exited executive session at 10:14 p.m.

Magna D. MOVED and Ben W. SECONDED a motion to adjourn the meeting. The motion passed – 5 in favor, 0 opposed.

The meeting adjourned at 10:15 p.m.

Submitted by Sharon Tierra, Clerk of the Select Board