

Approved April 17, 2018

**CORNWALL SELECT BOARD**  
Regular Meeting, Cornwall Town Hall  
April 3, 2018

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

**ALSO PRESENT:** Sue Johnson

**Public Hearing on Re-Approval of the Cornwall Town Plan**

The public hearing, as duly warned, was called to order at 7 pm.

Quorum – established

No members of the public attended the hearing.

John R. MOVED /Magna D. SECONDED a motion to re-approve the Cornwall Town Plan. Holly Noordsy, co-chair of the Planning Commission (CPC) was not able to be present, and had asked Ben Marks to convey a message to the Board - that while this re-adopted Town Plan is valid for 8 years, it will not be in compliance with the Addison County Regional Plan, making it ineligible for certain grants. The CPC has a plan to begin work to update maps and other sections of the Plan as soon as their work on Zoning and Subdivisions is complete. Thus the CPC will be presenting an updated Town Plan for Select Board approval in due course. Motion passed 5 in favor, 0 opposed.

The hearing was closed at 7:04 pm.

The regular meeting was called to order at 7:04 pm.

Quorum - established

**AGENDA** John R. MOVED /Magna D. SECONDED a motion to approve the agenda with the following additions:

- Old Business – Audit at the Fire Department
- Old Business – Wooster Road

Motion passed – 5 in favor, 0 opposed.

General Fund and Highway Orders – signed  
Report on Reconciled Bank Statement - not yet available.

**MINUTES** – March 20, 2018 – Magna D. MOVED / John R.  
SECONDED a motion to approve the minutes with the addition of the content of the discussion about the bridge. Motion passed – 4 in favor, 0 opposed, 1 abstained (Ben W.).

### **CORRESPONDENCE REVIEW**

- Letter from Agency Natural Resources – see item in Old Business

### **PUBLIC COMMENTS**

Sue J. was contacted by a resident who suggests a town-wide year sale in a public space in town. After a short discussion, the Board asked Sue J. to suggest he go on Front Porch Forum to promote the idea. For such an event to happen, it will need to be citizen organized and run.

### **TOWN CLERK / TOWN TREASURER'S REPORT** – Sue Johnson

- **Back up for Zoning Administrator** - Town would benefit from having an assistant Zoning Administrator (ZA) to act during any absence of the ZA. Sue J. said that, alternately, she would be willing to act as an assistant clerk to the ZA and could perform the limited duty of signing certificates of compliance in the absence of the ZA. Ben M. suggested this be an agenda item for a future meeting.
- **Appointment of Justice of the Peace** - Sue J. contacted the office of the Governor regarding the procedure for appointing a Justice of the Peace. The Board voted at the last meeting to recommend David Anderson as a Justice of the Peace. The Governor makes the official appointment. Sue J. will follow up with notifying the State regarding the recommendation of David Anderson.
- **Vacation** - Sue J. is on vacation April 16-24, with Joan covering.
- **Bridge Insurance** - Sue J. contacted Vermont League of Cities and Towns with latest questions from the Board regarding insurance coverage to receive the answer that monthly payments for the temporary bridge are covered by the

- insurance. A discussion about bridge construction, insurance, access road and right of way concerns, ensued.
- **Highway ordinance** - was delivered to Addison County Sheriff's Department.
  - **Vehicle Insurance on Town vehicles** does not cover glass damage.
  - **Local Emergency Plan** - Adam Lougee, acting emergency planner at Addison Regional Planning Commission, has updated Cornwall's Local Emergency Plan, to the extent he is able. This plan needs to be approved by the Select Board at a future meeting. Sue J. is planning on attending a training relevant to emergency planning on April 26.
  - **Elevator in the Town Hall** - has been inspected as required. The inspection cost annually will be about \$500.
  - **Town Office has a new computer.** Fortunately the old computer fully backed up everything the night before it crashed.
  - Increasingly residents wish to pay their taxes with credit/debit cards. Sue J. plans to investigate options for card processing.

#### **ROAD COMMISSIONER / ROAD FOREMAN'S REPORT – Brian Kemp**

- Highway Department has been hauling material. Mike S. plans to start grading as soon as things dry out more.

#### **OLD BUSINESS**

- **Robbins Road update** - Ben M. reported that the Agency of Natural Resources has given approval for the Town to "throw up" a section of Robbins Road. Ben M. will ask the Town attorney and the property owner to coordinate so the Board can sign whatever documents are needed.
- **Sheriff's Department Contract** - Still nothing to report.

#### **NEW BUSINESS**

- **Increased Permit Enforcement** - Enforcement by the Sheriff's Department of the municipal uniform fleet permit has increased of late. Large haulers on town roads in Cornwall are being stopped and fined if they are in violation without a permit.
- **Fire Department News** - Ben M. reported that the Cornwall Fire Department internal audit is 4/5<sup>th</sup> complete. The Fire Department continues to investigate the possibility that the Cornwall repeater be installed on the Middlebury tower.

- **Wooster Road update** - Brian K. has had discussions with Cornwall residents voicing concerns about how difficult it has been to maintain Wooster Road given the extra traffic to the Shoreham business on the road. Brian K. discussed with the Board the idea of asking the owner of the business if he would like to contribute by making a donation to cover the extra cost of materials. Brian K. will meet with the Road Foreman to assess what additional costs have been.

### **OTHER BUSINESS**

- Town needs to solicit lawn mowing bids. It was agreed that bids should be opened at the first Board meeting in May.

John R. MOVED /Magna D. SECONDED a motion to adjourn the meeting. Motion passed – 5 in favor, 0 opposed.

The meeting was adjourned at 8:15 pm.

Submitted by Sharon Tierra, Secretary of the Select Board