

Approved March 20, 2018

CORNWALL SELECT BOARD
Regular Meeting, Cornwall Town Hall
February 20, 2018

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

ALSO PRESENT: Sue Johnson, Dennis Rheume, Dave Berno, Sean Stearns, Norm Grenier

The meeting was called to order at 7:00pm.
Quorum - established
General Fund and Highway Orders - signed
Report on Reconciled Bank Statement- reviewed

AGENDA

John R. MOVED/Magna D. SECONDED a motion to approve the agenda as modified, with a change to the agenda order to accommodate members of the Fire Department. Motion passed – 5 in favor, 0 opposed.

MINUTES

- February 6, 2018 – Magna D. MOVED / Ben W. SECONDED a motion to approve the minutes as posted. Motion passed – 4 in favor, 1 abstained (Brian K.)
- January 23, 2018 – John R. MOVED / Brian K. SECONDED a motion to approve the minutes as posted. Motion passed – 5 in favor, 0 opposed.

CORRESPONDENCE REVIEW

- Letter from Secretary of State's office including correspondence between a resident of Cornwall and the former animal control officer. Informational letter, no action needed.
- Certificate of highway mileage from VTrans.
- Addison County Transit Resources (ACTR) annual report

PUBLIC COMMENTS -none

TOWN CLERK / TOWN TREASURER'S REPORT – Sue Johnson

1. Town Meeting
 - ✓ warnings are posted
 - ✓ Ballots are ready.
 - ✓ No contested races, so ballots do not need to be counted immediately. Counting can be completed over the next day or two.
 - ✓ Sue J. reviewed the process after voting closes.
 - ✓ Sue J. will go to Middlebury to help count ballots
 - ✓ Annual special newsletter regarding Town Meeting will go out by this Thursday.

- ✓ Reminder that this year there is a primary in August and general election in November.
- 2. Reminder that Jenn Woodward from Vermont League of Cities and Towns had asked about a joint meeting with Salisbury to discuss status of bridge replacement (see New Business for continued discussion on this matter).
- 4. Sue J. presented a subscriber agreement to be signed by the Board before Sue can complete the annual report of the discharge permit – this report now has to be filed online.
- 5. Town is having an audit this year.
- 6. Sue J. researched historical information on the Act 200 funds, and determined that they are in fact available for Town Planning purposes, with approval by the Select Board. Magna D. suggested that the Town establish criteria for applications to the Act 200 funds. It was suggested this be an agenda item for the next meeting.

Road Commissioner's Report – Brian Kemp

- Road Foreman Michael Sunderland has been working on writing a \$175,000 paving grant that requires 20% cost sharing from the Town.
- Asphalt is going up in price. Competitive bids for paving will be sought again this year.
- Michael S. looked into options for security cameras. Marshall's Security Systems will provide some estimates.
- The road crew is looking out for any deteriorating road conditions (i.e. potholes) in the Town, after the recent fluctuating temperatures.

OLD BUSINESS:

- School Transfer Draft Deed Review- Ben sent around an updated draft copy of the deed, which includes the stipulation that the school building ownership will revert back to the Town if it is no longer being used for educating children. John R. MOVED / Brian K. SECONDED a motion to authorize the Chair to sign the draft deed as presented with one minor word change. Motion passed – 5 in favor, 0 opposed.
- Update on responses to Animal Control Officer advertisement – there have been no responses to the ad.

NEW BUSINESS:

- Update: draft joint bridge letter (Salisbury/Cornwall) – Brian K. reported that an informational meeting has been scheduled for February 23 in Montpelier with Adam Lougee from the Addison Regional Planning Commission, representatives from Select Boards of Cornwall and Salisbury, and VTrans. Brian K. plans on attending to represent Cornwall. No joint bridge letter will be drafted.
- Discussion of Fire Department Accounting Practices - Dennis Rheaume, Dave Berno, Sean Stearns, and Norm Grenier met with the Board to discuss transition

to new Treasurer, current and new accounting practices, and the status of an internal audit, now underway. The Department is working with auditor Tom Telling, following his guidelines. The internal audit should be mostly, if not completely done by Town Meeting. If the internal audit discovers anything amiss, Tom Telling will handle next steps. If citizens have questions at Town Meeting, Fire Department members will be present and ready to answer them.

OTHER BUSINESS – Ben M. reported that he met with Conor Stinsor from the Planning Commission, to talk about GIS technology resources. There may be opportunities next year for Middlebury College student help with mapping using GIS technology. Deadlines for accessing student help this year have passed. Ben M. asked Conor S. to go back to the CPC to get specific ways that GIS technology would benefit the Town. Ben M. would also like to know what mapping is required by Statute.

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

The meeting was adjourned at 8:31 pm.