

Approved March 18, 2014

TOWN OF CORNWALL  
SELECT BOARD MEETING  
Cornwall Town Office  
Tuesday, January 7, 2014

**Present:** Bruce Hiland, Abi Sessions, Dave Sears, Sue Johnson, Stu Johnson,  
Ben Marks

**Guests:** John Tenny, Jeremy Rathbun, Stan Grzyb.

Meeting called to order at 7:00pm

General Fund and Highway Orders - *signed*  
Reconciled December Bank Statement - *reviewed*

#### MINUTES

**December 17, 2013** - Dave MOVED / Abi SECONDED a motion to approve the December 17 minutes with typo in the word "interim" corrected. Motion passed.

#### CORRESPONDENCE REVIEW

- **Annual questionnaire from Sheriff's Department** – board agreed to respond by continuing with 16 hours of patrolling service per month.
- **Notice from State of Vermont Department of Taxes, Division of Property Valuation and Review.** Cornwall's Equalized Education Property Value is \$184,846,000 and the Coefficient of Dispersion (COD) is 11.84%. These numbers mean that Cornwall will not have to do another appraisal this year.

**PUBLIC COMMENTS** - none

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

- **Frozen water pipes** – There was no water in Town Hall on Friday, January 3, because the motor in the heat fan in the basement ceased to operate (unbeknownst to anyone) so all the pipes froze. John Fuller assessed the situation, and installed a new motor on Saturday. The new motor was kindly picked up in Rutland by Ben Wood's son. John Fuller suggested eventual replacement of basement heat source, with no parts that can break. Jeremy Rathbun, present at tonight's meeting to present the Buildings Report, suggested using a heat monitor with remote alarm.
- **Front Door** – Automatic closer on front door is broken and needs to be replaced.
- **Inquiry about emergency shelter** – During the recent ice storm, when the power was out for several hours, Sue J. got a call from one resident asking about emergency shelter in Cornwall. The power came back on

soon afterwards, so emergency shelter was not needed. The “close call”, however, is a reminder of the increasing likelihood of extreme weather events, resulting in the need for emergency shelter in Cornwall. The Town Hall, equipped with generator, could be set up to shelter a small number of people temporarily. Regional shelters will have greater capacity for larger numbers or emergencies of longer duration.

#### **ROAD COMMISSIONER’S REPORT – Stu Johnson**

- **Sand in short supply** – Supply of sand is now  $\frac{3}{4}$  gone. Stu hopes to haul in some stone to mix in to make what he has last longer. He is looking for a source for more sand. Cornwall residents have always been welcome to take small amounts of sand in buckets for use at home. However, it is suspected that Town sand (paid for by the taxpayers) is being used for commercial ventures and is being removed by individuals using tractors and front loaders. It is also suspected that some people taking sand are not Cornwall residents. Stu will put up a sign that Town sand is for Cornwall residents’ non-commercial use only. Stu said that many towns in Vermont are experiencing problems with sand this year, with extreme ice conditions and many households with need for extra sand to make driveways and pathways safe. In years with more snow and less ice, having enough sand for the roads is not the problem it is this year.
- **New truck** – is on the way.
- **No Class 2 Grant** – Cornwall will not be getting a Class 2 road grant this year. Therefore the project at the intersection of South Bingham and Parkhill Road will need to be put on hold.

#### **OLD BUSINESS**

- **Budget** - Sue passed out the latest version of the General Fund Budget and Highway Budget for board review
- **Pipeline Update** – Stan Grzyb informed the board about issues to be discussed at the ACRPC meeting January 8. Jim Duclos and Stan G. will be the voting delegates, as Holly is unable to attend. Stan also told the board about a recent article about Cornwall and the proposed pipeline project in the Vermont Law Review. Article can be viewed at [www.Vermontlaw.edu](http://www.Vermontlaw.edu). The board asked Ben Marks to attend the ACRPC meeting on January 8. Ben reviewed next steps for Cornwall in the PSB process.

#### **NEW BUSINESS**

- **Newsletter** – is at the printers
- **Letter to townspeople** – the board agreed to present 2 clear choices of response – for the pipeline or opposed (to be opposed means approval for expenditure of funds so that the Town can intervene in the PSB process)
- **Draft of Selectboard Annual Report** – Bruce will email the draft to the board as it is not quite ready tonight

- **Cemetery Mowing** – Bruce H. will notify the chair of the School Board regarding their responsibility for mowing the #5 School. Sue will invite those who mowed Town cemeteries last year to a meeting before Town Meeting. Town cemetery mowing (South Cemetery, West Cemetery, and Fair Cemetery) will be going out to bid. Sue will advertise the fact that it is going out to bid.

- **Capital Committee: Buildings Report, Proposed 2014-15 Budget**

John Tenny and Jeremy Rathbun reported on their assessment and recommendations for capital needs for Town buildings. This is not a comprehensive audit. Rather, it was prioritized to match the budget available and to meet the needs of the Town. They narrowed their search and study to focus on the issues that were identified by Town staff, code compliance, and safety issues, and issues they observed. The good news is that nothing dire was found. The assessment included an inspection with the regional Fire Marshall, who was satisfied with the level of safety of the fire alarm system. John Tenny specifically asked the Fire Marshall about the need for sprinkler system, and he said no, it was not required.

**Highlights of Buildings Report (for more details, time and cost estimates, see full report)**

Town Hall – Minor Maintenance Recommendations

- Line existing chimney with stainless steel liner if such liner is absent (Sue J. stated that this item has been done).
- Combustion air improvements for boiler room.
- Carbon monoxide detector installation for boiler room
- Address Electrical issues in cellar, first and second floors
- Envelope improvements for boiler room
- Drainage improvements for basement
- Improve basement insulation
- Attic insulation

Town Hall – Major Maintenance Recommendations

- Foundation buttress improvements

Town Hall – Renovation Recommendations

- New internal layout for Town Clerk
- Sprinkler system ((not requested by code officials)
- Renovate east storage area on main floor
- Renovate cold storage under east end
- New water source for Town Hall
- Air conditioning for Town Clerk and Lister

- Air conditioning for meeting room

#### Town Hall –Expansion Recommendations

- New addition for lift and vault

#### Town Garage – Maintenance Recommendations

- Address electrical issues
- Carbon monoxide detector installation

#### Town Garage – Renovation Recommendations

- New holding tank or wastewater disposal system
- New ADA-compliant bathroom

#### Town Garage – Expansion Recommendations

- Hoop-framed salt shed and storage
- Relocate/replace brine storage/ loading
- Garage addition

John T. said that any of these items will need more research and planning. Bruce H. said and all the board agreed that this report is very useful, wonderfully resourceful, exactly what the Town asked for. When Bruce H. asked John about top priorities for the Town Hall, John replied that the highest priority for the Town Hall is the foundation, then addressing the electrical issues on all floors, then improvements to the basement.

Highest priority on town hall is foundation, then electric, then basement maintenance noted as “high urgency” on the report.

The meeting was adjourned at 9:15 pm

Respectfully submitted, Sharon Tierra, Clerk of the Selectboard