

Approved February 2, 2016

CORNWALL SELECT BOARD

Regular Meeting
Cornwall Town Hall
January 19, 2016

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

ALSO PRESENT: Sue Johnson, Robert Gerlin, Susan Burdick, Mary Conlon, Dennis Rheame, Jake Chapline

Call to order – 7:00 pm
Quorum – established

AGENDA – John R. MOVED/Magna SECONDED a motion to approve the agenda as posted. Motion passed – 5 in favor, 0 opposed.

PUBLIC MEETING FOR CAPITAL PLAN AND BUDGET

Sue J. stated that the Town is required by Statute to hold a public hearing to inform citizens of the details of the Town’s proposed capital fund budgets for equipment and buildings, prior to approval. This meeting has been duly warned.

Sue introduced the members of the Capital Plan and Budget Committee. Members are Sue Johnson, Magna Dodge, Ben Wood, Mary Conlon, Ben Chapline, Dennis Rheame, and Stu Johnson. All except Stu Johnson are present tonight to provide information and answer questions.

The committee recommends \$130,000 for equipment and \$100,000 for buildings (same as last year), as line items in the general fund budget for 2016/17.

Purchases so far with capital funds have been made according to the capital plan. However, the roadside mower may not be purchased this year. Plans are underway for renovations to the Town Hall, including a lift that would allow access to the second floor. Currently

there is a balance of \$212,000 in capital fund for buildings. Renovations for the Town Hall are expected to cost in the \$450,000 range. The committee has discussed the possibility of loans to finance the difference, under the assumption that costs will continue to rise, so that waiting until there are sufficient funds in the building fund would not necessarily be a cost savings.

Sue J. said that, overall, having the capital fund has helped Town finances considerably, improving cash flow and preventing the need to borrow money in anticipation of tax income.

BEN W. asked if there were any more questions or comments. Hearing none, Magna D. MOVED/ Brian K. SECONDED a motion to close the hearing on the Capital Plan and Budget.

The Capital Plan and Budget hearing was closed at 7:23pm

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

CORRESPONDENCE REVIEW

- VTrans Annual Certificate of Highway Mileage. Noting that there have been no mileage changes to road in Cornwall during the past year, Ben W. signed.

PUBLIC COMMENTS - none

MINUTES – January 5, 2016

Ben M. MOVED /Magna. D. SECONDED a motion to approve the minutes with two changes:

- Page 2 – add clarifying statement regarding Swanton’s request;
- Page 2 – conservation fund request: delete phrase about Magna going to talk with the Trustees.

Motion passed – 5 in favor, 0 opposed.

TOWN CLERK / TOWN TREASURER’S REPORT – Sue Johnson

- Sue J. said that she forwarded another email from Swanton regarding the Rutland resolution to the board this week.

- 15th was deadline for petitions on Articles for the Town Warning. One petition was received from Addison County River Watch, with the required signatures. Sue J. will add this organization to the list of agencies requesting funding.
- Nominating petitions are due Monday January 25. Sue J. will be in the office to accept.
- Sue has been working on Town Reports for the Town Meeting Warning. Deadline is January 22. The Town Meeting Warning will be ready for the Select Board to approve at the February 2 meeting.
- Town Meeting will be held on February 29, election to follow on March 1, 2016.

ROAD COMMISSIONER'S REPORT - none

NEW BUSINESS

Trustees of Public Funds visit – Bob Gerlin and Sue Burdick are here to discuss their role as Trustees of Public Funds and talk about the funds for which they have fiduciary responsibility - 3 separate funds. The funds are held in CDs, by Statute.

Two of the funds were created by Peet bequests and are restricted. Only the interest may be spent for the purpose of “conservation and beautification of the natural resources of the Town.”

The third fund was created from the selloff of Central Vermont Power Services (CVPS) stock after the CVPS merger with Green Mountain Power and is unrestricted.

The Trustees described their roles and responsibilities as they see them.

The board asked the Trustees to look at the draft Funding Principles and Guidelines and offer feedback.

OLD BUSINESS

- ***Funding Guidelines and Principles*** – discussed and final changes made. John R. MOVED/Brian K. SECONDED a motion to approve the Principles and Guidelines for Funding

Requests. The motion passed – 5 in favor, 0 opposed.

- **2016-17 General Fund and Highway Budgets** – discussed and finalized.

Ben M. MOVED/ Brian K. SECONDED a motion to approve the Capital Committee’s recommended budget amounts for equipment and buildings be included as line items in the General Fund Budget. Motion passed – 5 in favor, 0 opposed.

John R. MOVED/ Magna SECONDED a motion to approve the General Fund Budget of \$460,946.00 (decrease of 5% over last year). Motion passed – 5 in favor, 0 opposed.

Ben W. MOVED/ Magna SECONDED a motion to approve the Highway Fund Budget of \$403,050. (increase of 1% over last year). Motion passed – 5 in favor, 0 opposed.

- **DRB formation resolution** – The board filled out the DRB resolution template together. May 1 was agreed upon as the start date. Next steps: Jim Carroll will review the resolution and candidates will be interviewed.
- Other Business – Draft Town Meeting Warning – reviewed. Sue J. will make final changes and bring to the next regular meeting for approval.

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

The meeting was adjourned at 9:18 pm.

Respectfully submitted, Sharon Tierra, Clerk of the Select Board