

Approved December 18, 2012

TOWN OF CORNWALL
SELECT BOARD MEETING
Cornwall Town Office
Tuesday, December 4, 2012

Present: Judy Watts, Bruce Hilland, Abi Sessions, Ben Wood, Dave Sears, Sue Johnson

Guests: Gary Barnett

Meeting called to order—7:00 pm

General fund and highway orders—*signed*

November bank statement - *reviewed*

MINUTES

November 20 Meeting—Ben MOVED / Dave SECONDED a motion to approve the minutes (with typos corrected) as distributed. *Motion carried.*

CORRESPONDENCE REVIEW

- Tom Broughton Auctions report: \$1,952 netted from auction of items from LaValley building

PUBLIC COMMENTS - none

TOWN CLERK / TOWN TREASURER'S REPORT – Sue Johnson

- **Donation** - Peter and Patty McCormick have donated a couch for the library.
- **Capital planning and budget committee** has met and will meet again Dec 12 at 6:30. If the Town wants to include buildings in the capital budget, the committee suggests separate line items for buildings and for equipment.
- **Meeting with the Auditors** - Sue will meet with the Auditors on Dec 6th.
- **Planning for Town Meeting** - Town has received 3 bids for publishing the Town Report. Sue plans to use the same system as last year for getting the Town Report into the hands of Cornwall citizens, utilizing both electronic and print media. Many people were satisfied with receiving the Town Report electronically. Hard copies were provided to all who asked for them.
- **Accounting System** – The Town's accounting software needs to be upgraded. Sue recommends the New England Municipal Resource Center's *Fund Accounting System* software. NEMRC specializes in municipal records. To run the new software, a new computer will be needed. Entries in the new system will begin July1. The old computer will

be kept to access the old system, for records prior to July 1. The Selectboard encouraged Sue to move forward, with purchasing and testing the new system, so that on July 1 it is ready to go. Sue will report back next month on her progress.

ROAD COMMISSIONER’S REPORT – Sue Johnson on behalf of Stu Johnson
Shared Excavator - The Town of Shoreham is using the shared excavator twice as much as Cornwall, as Shoreham has more roads and more work to do at this time. Shoreham is therefore paying twice as much as Cornwall, right now, to pay off the loan.

OLD BUSINESS

- **Lavalley progress report:** Ben Wood
The following asbestos abatement contractor bid prices were received by Clay Point Associates, Inc (CPAI), on November 30:
 - Environmental Hazards Management Inc: \$4,444
 - TMC Environmental, Inc: \$7,125
 - Alderson, Inc: \$8,727

Based on bid results, CPAI estimates the following project budget:

-CPAI cost for asbestos inspection:	\$1,120
-CPAI cost for project design and administration of bid process	\$485
-Environmental Hazards bid price	\$4,444
-CPAI proposed cost for project management	\$925
Total proposed project budget	\$6,974

Abi MOVED/ Judy SECONDED a motion to approve the estimated project budget, with Environmental Hazards as the lowest bidder for asbestos removal, as specified in the letter, dated December 3, 2012, from Clay Point Associates, Inc. *Motion carried.*

- **Resolutions from Town Attorney** Ben MOVED/Judy SECONDED A motion to approve the following resolution drafted by the Town Attorney:

“RESOLVED, that the Selectboard approve retaining the firm of English, Carroll, Boe, PC, on an hourly basis, said fees to be assessed against the delinquent taxpayers in an amount not to exceed 15% of the delinquent taxes.

IT IS FURTHER RESOLVED, that the Delinquent Tax Collector be authorized to bid at the tax sales in an amount equal to all delinquent taxes, interest, penalties and fees owed at the time of sale as allowed by law.”

Motion carried.

- **VT Gas/IP project update**

Middlebury, Cornwall and Shoreham are the three towns to be directly affected by the proposed VT Gas/IP project. Judy and Buce attended a meeting with two members of Shoreham Selectboard. Stakeholders include landowners in the path of the route to be recommended and also the towns as a whole. Bruce will consult the Town Attorney with questions generated by the board, and will report back.

Cornwall will send one or two representatives (need to be people who understand the terrain, as well as know landowners along alternate route sites) to meetings in January and February of the route advisory committee - several Cornwall citizens are interested.

July is the target date for VT Gas to apply to the PSB for a certificate of public good.

The Town will inform it's citizens about the proposed project through the newsletter, website, and at Town Meeting.

NEW BUSINESS

Budget Planning - The board and the Town Clerk reviewed the budget planning process. At the next meeting Sue will have an updated copy of this year's budget, with the latest actual numbers, for the first working session.

Next meetings: December 18, January 8, and January 15. There will be a short (15 minute) special meeting of the Selectboard during the week of January 21, to approve the budget.

The meeting was adjourned at 8:25pm.

Respectfully submitted, Sharon Tierra, Clerk of the Selectboard