

**CORNWALL SELECT BOARD**  
Regular Meeting, Cornwall Town Hall  
April 2, 2019

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

**ALSO PRESENT:** Sue Johnson, Ken Manchester, Tom Telling, Conor Stinson

The meeting was called to order at 7:02 pm.

Quorum - established.

General Fund and Highway Orders - signed.

**AGENDA** - Magna D. MOVED / Ben W. SECONDED a motion to approve the agenda, with the modification of moving discussion of Audit Report with Tom Telling to the top. Motion passed - 4 in favor, 0 opposed.

**OLD BUSINESS:**

- **Discussion of Audit Report** - Tom Telling explained the goals, process and procedures of the formal audit of Cornwall's financial statements, and discussed the details of the report with the Board. The audit covers the fiscal year July 1, 2017 - June 30, 2018. It is a "clean" report, meaning that Cornwall's financial statement are assessed to be correct as of June 30, 2018, and there are no "red flags" regarding financial risk for the Town. Ben M. asked how Cornwall compares with other Addison County towns of similar size. Tom T. said he will follow up some information that is in the public record for comparison.
- **Justice of the Peace Recommendation** - Ben M. reported that he recommended to the Governor that Marge Drexler be appointed Justice of the Peace.

**MINUTES** - March 19, 2019 - Brian K. MOVED / Magna D. SECONDED a motion to approve the minutes as posted. Motion passed - 3 in favor, 0 opposed, 1 abstained (Ben W.)

**CORRESPONDENCE REVIEW**

- Letter and annual contract from Homeward Bound. It was agreed to renew the contract under the terms of Option #1 again - \$450 annual fee and \$75 per dog.
- Notice of annual Vermont Emergency Preparedness Conference
- Packet of information from the Cornwall Fire Department regarding application to Public Utilities Commission for proposed tower, including request for a letter of support from the Select Board (April 26 deadline).
- Notice of Redetermination of Equalized Education Property Tax Grand List, Common Level of Appraisal and Coefficient of Dispersion for the Town of Cornwall. Taxes reduced for Cornwall after listers submitted additional information to the Vermont Department of Taxes. It was agreed that Cornwall is very lucky to have the current Listers and the fine service they are providing the Town.
- Police Services contract from the Addison County Sheriff's Department
- Second Bankruptcy Notice from Ditech Corporation (mortgage holding company). No impact on tax receipts expected.
- Letter from West Cornwall resident asking about a speed study for Route 74 in West Cornwall. Brian K. will follow up to determine if Cornwall is eligible and what the deadline is. If funding for a speed study is not available now, the Board will look into other options for addressing excessive speed in West Cornwall.

**PUBLIC COMMENTS** - Ken Manchester from the highway department described a new development regarding big truck permits, and the problems it has caused for the highway

department. Currently and historically, the highway department has handled all applications for big trucks to use Cornwall roads, and has not collected a fee for such applications. Sue J. explained that without prior notice, the Town has now received a check from the Addison County Sheriff's Department, with the explanation from Brent Newton that the Sheriff's Department is now processing these applications, and will be sending a check to Cornwall for the Town's share of the fee the Sheriff Department assesses. Ken M. said that the process they are faced with now, involves first getting the applications from the Sheriff's Department, then the Road Foreman having to sign them and send them back. He added that he has application on his desk to process and does not know what should be done with them. Sue J. added that the timing of the change creates an inequity, meaning permits until now have been issued without a fee, and now fees are being assessed. After discussion, it was agreed that Ben M. will contact the Sheriff Peter Newton to address the timing issue and determine the Statutory authority for the change. The Board asked the Town Treasurer to hold onto the check for now. The Board asked Ken M. to continue to handle the permits the way he always has, and to hold off on signing applications received from the Sheriff's Department until further notice.

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

- Zoning Administrator away April 3-14. During this time, no permits will be issued, but Sue J. is able to sign zoning compliance letters.
- Town Newsletter going out soon.
- April 1 was the deadline for dog owners to pay for annual dog licenses. Many dog owners missed the deadline. Dog licenses purchased by April 12 will be charged the "on-time" fee, but after that a penalty will be assessed. Sue J. will follow up by letter with all known dog owners.
- Update to the Local Emergency Management Plan (LEMP) needs to be completed and approved by the Select Board before May 1. The Plan is then submitted to the Addison County Regional Planning Commission. Because the Cornwall emergency network is not active, Sue J. is working through the 26 page template on her own.

Members of the fire department were involved in the past. Ben M. will talk with the Fire Chief to ask about possible interest.

#### **ROAD COMMISSIONER'S REPORT - Brian Kemp**

- Progress on maintaining Town roads has been slow, but South Bingham and Sperry Road have been completed. Grading the roads and building up the gravel sides remains the priority.
- Ken Manchester has hauled significant gravel.
- Stu Johnson filled in to do some grading this past Sunday.
- Completing the outstanding grant for work on DeLong Road is the next priority.

#### **NEW BUSINESS - none**

#### **OTHER BUSINESS**

- **Discussion of Land Use Regulations** - Conor Stinson, newly elected Chair of the Cornwall Planning Commission (CPC), is here for the discussion. The CPC, having held 2 hearings, making changes to the initial draft, and having approved their final draft of the Cornwall Land Use and Development Regulations (LUDR), has handed over the document to the Select Board, for the next process leading to approval, as required by Statute. Ben M. suggested that the Board needs to review the current regulations, identify what has changed in the proposed new regulations and understand why. He added that the Board needs to look at the substance and also how the new regulations would work in practice. Ben M. said it would be helpful to know how the proposed new regulations compare with neighboring towns of similar size. The Board already has a copy of the document with language retained from the current regulations highlighted. Magna D. offered to make a list of large sections

that are new. Ben M. will work with the section on subdivisions to make a comparison between old and new. Ben M. will also contact the Zoning Administer when he returns mid-month, to ask about his list of issues/problems/inconsistencies with the old regulations and how the new regulations seek to resolve those issues. All members are asked to carefully read the draft document, make a list of any questions for future discussion. It was agreed that the Board needs to make a timetable with concrete goals. It was suggested that over the summer months of June, July, and August, when the Board normally has just one meeting a month, that a second meeting be scheduled just to review the LUDR. Ben M. added that he wants to make the Select Board process of review of the LUDR as visible as possible, so that interested citizens can follow along in the time leading up to the hearing.

Conor S. said that while he wants to support the Select Board in their process to the extent he is able, he wants them to know he has only been on the Planning Commission for 16 months, joining the CPC about halfway through the LUDR update process and as the newest member, had much to learn and understand. He was not in a leadership role and was not the communication contact, for example, with the Town Attorney or LandWorks. His ability to answer some of the questions the Board may ask may therefore be limited.

- **Discussion of Paving Memo from Stu Johnson** - tabled until the next meeting

Magna D. MOVED / Brian K. SECONDED a motion to adjourn the meeting. Motion passed - 4 in favor, 0 opposed.

The meeting was adjourned at 9:25 pm.

Submitted by Sharon Tierra, Secretary of the Select Board