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**CORNWALL SELECT BOARD**

Regular Meeting  
Cornwall Town Hall  
February 4, 2020

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

**ALSO PRESENT:** Sue Johnson, Gary Barnett, Mike Sunderland, Mary Dodge, Brenda Fleming, Michelle Black, Douglas Black

The meeting was called to order at 7:00 pm.

Quorum - established

General Fund and Highway Orders - signed

**AGENDA -** Magna D. MOVED / Ben W. SECONDED a motion to approve the agenda as posted. Motion passed - 4 in favor, 0 opposed. (4 members were present at this point in the meeting)

**MINUTES**

- **January 21 2020** - John R. MOVED / Magna D. SECONDED a motion to approve the minutes as amended - with addition of Brian Kemp's name in the list of members present. Motion passed - 5 in favor, 0 opposed.
- **January 29, 2020 Special Meeting** - John R. MOVED / Magna D. SECONDED a motion to approve the minutes as posted. Motion passed - 5 in favor, 0 opposed.

**CORRESPONDENCE**

- Highway Mileage Certificate. Road Foreman Mike Sunderland verified it is correct and ready for the Board to sign and submit to the State.
- Town Health Officer Recommendation form. Sue J. verified that Bill Johnson is willing to continue as Health Officer, and form can be submitted to the State, recommending him.

**PUBLIC COMMENTS** - Brenda Fleming came to the meeting to express her concerns about a neighboring property and to ask how zoning enforcement is handled in Cornwall. Ben M. explained that Cornwall is currently without a Zoning Administrator (ZA). Normally, the ZA investigates complaints about possible zoning violations. If the ZA determines a violation is occurring, the matter is referred to the Town Attorney, who writes a letter to the property owner, specifying the violation. what the property owner needs to do to come into compliance, and when. The matter may go to court, as a last resort, if the owner does not comply. Because the Town does not have a ZA in place at this time, Ben M. asked Sue J. to compile the historical documentation concerning this

property for the Board to review and to pass on to the new Zoning Administrator for his review and possible investigation, as soon as he starts in the position.

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

- Sue is focused on preparing for Town Meeting Day and March 3 elections.
- Sue will hold 1-2 training sessions for workers on voting day, as new rules allow young adults 17 years of age to vote in the presidential primary if they will turn 18 before the general election in November.

#### **ROAD COMMISSIONER'S REPORT - Mike Sunderland and Brian Kemp**

- Additional sand has been hauled to the sand shed.
- Mower has been installed and is at the Town Garage. Brian K. suggested doing some public relations at Town Meeting regarding the mower, providing information and giving folks the chance to ask questions or express concerns. The highway department wants to assure the public that they will not be mowing trees, rather will be mowing mainly brush like buckthorn or plants like poison parsnip. Residents should know that mowed brush will not look "pretty" but will grow back to blend in with the remaining growth pretty quickly.
- Swamp Road repair seems to be holding up well. There is at least one crack that has been seen, but not where the fabric is. Highway crew will fill this crack in the spring.

#### **OLD BUSINESS**

##### **• Status of Section of Zoning / By-law Revisions and Section II**

John R. and Ben M. met and sent comments to Don Burns and Conor Stinson of the Planning Commission, who responded with their comments. All comments are in the one draft of Section II. The Board discussed several options for moving forward. Next step: meeting to discuss these options - with Ben M., John R, Conor S. and Don B. Ben M. will call Conor S. to set up the meeting.

#### **NEW BUSINESS**

**Discussion with Gary Barnett regarding the Zoning Administrator position -** The Board met with Gary Barnett, who has expressed his interest in the ZA position. They discussed the parameters of the job, the enforcement process, the role of the ZA to investigate complaints as part of the process, and coverage for planned absences. Gary said he will talk with Jim Duclos, Assistant Zoning Administrator, about coverage issues, and will get back to the Board by the next meeting. Magna D. let Gary know that if he does begin in the position of ZA before elections for the Development Review Board (DRB), he will need to resign from the DRB first.

#### **OTHER BUSINESS**

- **Dog Issues -** Animal Control Officer Stacy Freeguard, received two complaints about dogs in Cornwall. In one instance, she visited the home on Route 30, spoke with the owner, met the dog, inspected the dog's living space, and concluded that there is no problem. In the other instance, Brian K. spoke with with the owners on West Street, who have two young dogs that live inside the house and who plan to build an

enclosed yard in the spring. The dogs have escaped a couple of times to run across the street into the neighbor's yard. Ben M. will follow up with the West Street dog owners, with a letter and enclosed dog ordinance.

- **Executive Session**

John R. MOVED / Magna D. SECONDED a motion that it was advisable to go into executive session to discuss confidential employee related matters. Motion passed - 5 in favor, 0 opposed.

Magna D. MOVED / John R. SECONDED a motion to go into executive session to discuss confidential employee related matters. Motion passed - 5 in favor, 0 opposed.

The Board went into executive session at 8:45 pm.  
The Board came out of executive session at 9:00 pm

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

The meeting was adjourned at 9:00 pm.

Submitted by Sharon Tierra, Secretary of the Select Board