

Approved May 20, 2020

CORNWALL PLANNING COMMISSION (CPC)

Regular Meeting, via Teleconference

April 15, 2020

Note: All Cornwall Planning Commission meets will be via teleconference until further notice.

MEMBERS PRESENT: Conor Stinson, Don Burns,, AJ Vasiliou, Al Thalen (was able to listen only, and not otherwise participate due to technical difficulties)

ALSO PRESENT: Sue Johnson

First Meeting Organization:

- The meeting was called to order at 7:02 pm by Sue Johnson, Town Clerk.
- Quorum - established
- Election of Chair - Don B. MOVED / AJ V. SECONDED a motion to elect Conor Stinson as Chair of the CPC. Motion passed - 2 in favor, 0 opposed, 1 abstained (Conor S.)
- Set Meeting Schedule - After discussion, Don B. MOVED / AJ V. SECONDED a motion to schedule regular meetings on the third Wednesday of each month, at 7 pm. Motion passed - 3 in favor, 0 opposed.
- Meeting Rules - Don B. MOVED / AJ V. SECONDED a motion to conduct CPC meetings according to Robert's Rules of Order. Motion passed - 3 in favor, 0 opposed.
- Paper of Record - Don B. MOVED / AJ V. SECONDED a motion to use the Addison Independent as the paper of record. Motion passed - 3 in favor, 0 opposed.

AGENDA - Don B. MOVED / AJ V. SECONDED a motion to approve the agenda as posted. Motion passed - 3 in favor, 0 opposed.

MINUTES

- **February 19, 2020-** Don B. MOVED /AJ V. SECONDED a motion to approve the minutes as posted. Motion passed - 3 in favor, 0 opposed.

ANNOUNCEMENTS - none

CORRESPONDENCE REVIEW

- Email from Mary Dodge regarding upcoming CPC review of forest fragmentation. Mary D. suggested the name of Jens Hilke, conservation planner at the Vermont Department of Fish and Wildlife, who led the community values mapping project in Cornwall, as someone that the CPC might want to contact. (See additional discussion on this topic under OLD BUSINESS.) Mary D. also suggested a joint meeting of the CPC, Select Board, and Conservation Commission, to hear from an expert in forest fragmentation in Vermont.

PUBLIC COMMENTS - Sue Johnson thanked the members of the Planning Commission for their ongoing work for the Town.

OLD BUSINESS

- **Land Use and Development Regulations (LUDR) Update** - the draft document is now officially back in the hands of the CPC. Ben Marks had said he would work on the latest draft, but this was before the pandemic and the Governor's state of emergency declaration. Don B. said he plans on attending (via teleconference) the next Select Board meeting and will ask about a timeline for the LUDR drafting.
- **Flood Resilience draft amendment to Town Plan**- Conor S. and Don B. attended the last two Select Board meetings and continue to work on editing the draft. Staying in regular communication with the Select Board, the CPC is addressing issues as they arise during discussions. Recent discussions with the Select Board have focused on the definition of small streams as a watershed of less than two square miles, and where they are located in Cornwall. The Vermont Agency of Natural Resources (ANR) recommends protecting small streams with a 50 foot setback, as part of river corridor protection. The Town Plan is an advisory, not a regulatory document. It was suggested during the discussion on April 7, that ANR guidelines be cited as a resource, with the stated goal to be review these guidelines to ascertain what implementation would mean for Cornwall.
- **Forest Fragmentation** - The Board discussed options for gathering information from local experts - Jens Hilke, from Vermont Fish and Wildlife Department, and Monica Przyperhart from ANR, for forest fragmentation expertise; and Addison County Regional Planning Commission (ACRPC) for advice on how to incorporate this section into the Town Plan. Conor S. will contact Monica P. and Jens H. Don B. will contact Adam Lougee from ACRPC.

NEW BUSINESS

Operating Procedures for the Coming months

- Conor S. said that Sharon Tierra has offered to continue as Secretary of the CPC past her previously stated date of retirement (April 15), on a month to month basis, or until the Town hires another secretary.
- Don B. attended a training presented by Adam Lougee of ACRPC, called Local Government 101. Don B. said it was very helpful, especially for new Town officials, and has the Power Point slides from this presentation. At the request of all present, he will share the slides with the Board.
- The Board discussed the recording of the virtual meetings. Is recording mandatory? Should a disclosure about recording be made part of every agenda, at the beginning of each meeting? Who is responsible for recording? How is the recording stored? Can the public record? Conor will follow up with Sue Johnson and with the Vermont League of Cities and Towns for answers to these questions.

AJ V. MOVED / Don B. SECONDED a motion to adjourn the meeting. Motion passed - 3 in favor, 0 opposed.

The meeting was adjourned at 8:05 pm.

Submitted by Sharon Tierra, Secretary of the CPC