

Approved December 16, 2020

CORNWALL PLANNING COMMISSION (CPC)

Regular Meeting, via Teleconference
November 18, 2020

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

MEMBERS PRESENT: Conor Stinson, Don Burns, Marge Drexler, Chris Hodges, Lauren Ringey, AJ Vasilou

ALSO PRESENT: Ben Marks, Mary Dodge, Katherine Branch, Drew Kervick

Recording of the meeting announced.

The meeting was called to order at 7:01 pm.

Quorum - established

AGENDA - Marge D. MOVED / Lauren R. SECONDED a motion to approve the agenda as posted. Motion passed - 6 in favor, 0 opposed.

MINUTES

- **October 21, 2020**- Don B. MOVED /Lauren R. SECONDED a motion to approve the minutes as amended with the spelling of Bas Phair's first name corrected. Motion passed - 6 in favor, 0 opposed

ANNOUNCEMENTS - none

CORRESPONDENCE REVIEW - none

PUBLIC COMMENTS - Katherine Branch and Mary Dodge, members of the Cornwall Conservation Commission (CCC) presented an overview of the history, scope, and activities of the CCC, including a recent investigation into how area towns fund their conservation funds. Cornwall has a dedicated fund and a checking account, and now needs to obtain funds. The CCC plans to present an Article at Town Meeting proposing an appropriation, which is how the majority of towns obtain such funds. Katherine B. and Mary D. pointed out that the work of the CCC and the CPC has frequently been collaborative, as Town planning and conservation issues often intersect. They also mentioned that the Town website has information about conservation resources that may be of interest, especially to new CPC members.

OLD BUSINESS

- **Outreach Review** - The Board discussed some options for outreach, including social media, press releases, writing articles for the Addison Independent when newsworthy things happen, and taking advantage of times when people congregate (such as recent outdoor concert series in Cornwall). Conor S. said there was a

miscommunication with Bas about when to investigate how other planning commissions do outreach, so no report tonight, but he will follow up with Bas. Conor S. suggested that a communications and outreach work group would be helpful at this time - Marge D., Lauren R. and Chris H. volunteered.

- **Childcare Forum** - AJ presented information about the virtual childcare forum she attended. She said it was very informative. The current situation in Vermont regarding insufficient child care slots and high cost of child care (for example an average of 30% of a family's income is spent in child care costs) is discouraging, but what she heard in the forum is that there is a lot of interest in making it better. The Town Plan update needs to include an updated section on child care issues. Geographic area for resources needs to include Middlebury.
- **Zoning Update** - Conor S. and Don B. have prepared a set of 8 annotated documents as background and resource information for new members. AJ suggested a shared folder on Google Drive as a way to make readily available to all.

NEW BUSINESS

- **Planning Manual Discussion**- highlights of the discussion included the value of the checklist of State planning goals, the question of how to engage citizens so they feel they have a voice in development of Town regulations and the Town Plan, and the importance of basic information that addresses the question of why does a Town even need a Town Plan? Going forward, it was agreed that having a timeline and assigning clear responsibilities or planning tasks is the key to success.
- **Town Plan Discussion** - Members shared their impressions of the first 30 pages of the Town Plan, their enthusiasm about the data and curiosity about what updated census and other data will say about Cornwall today. At the next meeting, the next 30 pages will be discussed.

OTHER BUSINESS

Potential New Member - Drew Kervick introduced himself and spoke about his background, interest and enthusiasm for joining the CPC. After discussion, Don B. MOVED / Marge D. SECONDED a motion to recommend that the Select Board appoint Drew Kervick to Planning Commission. Motion passed - 6 in favor, 0 opposed.

List of Action Items:

1. CPC communications and outreach work group (Chris H., Lauren R. and Marge D.) will look into opportunities and will give a brief report at the next meeting.
2. Conor S. will establish a CPC folder on Google Drive and share the 8 documents in Google Doc format and will invite CPC members to view and contribute. Members should read these over the next 2-3 months to get up to speed on the current work of the CPC.
3. AJ will add the memo about child care resources to the CPC folder on Google Drive.
4. Conor S. will reach out to Bas about progress in contacting other planning commissions about outreach.
5. Members should read the next 30 pages of the Town Plan (through "Cornwall Today") for discussion at the next meeting.

6. Conor S. will contact the Select Board with the recommendation to appoint Drew K. to the CPC.
7. New members have agreed to use a separate email address for all CPC communications/Town business. Open meeting law mandates that these communications are public records and can be requested by the public at any time.
8. Next Meeting; December 16 at 7pm.

ADJOURNMENT

Don B. MOVED / Lauren R. SECONDED a motion to adjourn the meeting. Motion passed - 6 in favor, 0 opposed.

The meeting was adjourned at 9:19 pm.

Submitted by Sharon Tierra, Secretary of the CPC