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CORNWALL PLANNING COMMISSION (CPC)

Regular Meeting, via Teleconference
April 21, 2021

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

MEMBERS PRESENT: Don Burns, Marge Drexler, Lauren Ringey, AJ Vasiliou, Drew Kervick

ALSO PRESENT: Ben Marks

Recording of the meeting announced.

The meeting was called to order at 7:02 pm by Vice-Chair Don Burns

Quorum - established

ORGANIZATION

- **Adoption of Robert's Rules of Order** - the Board unanimously agreed to adopt Robert's Rules as the Rules of Order
- **Selection of Paper of Record** - the Board unanimously agreed to select the Addison County Independent as the paper of record

AGENDA - Marge D. MOVED / Lauren R. SECONDED a motion to approve the agenda as posted. Motion passed - 5 in favor, 0 opposed.

MINUTES

- **March 17, 2020**- Lauren R. MOVED / Drew K. SECONDED a motion to approve the minutes as posted. Motion passed - 5 in favor, 0 opposed

ANNOUNCEMENTS - none

CORRESPONDENCE REVIEW

- **Mindy Harvey request** - third grade teacher at Cornwall School asked if any CPC members would be willing to come to the school to speak with students about natural hazards and how the Town would respond to a natural disaster. While this particular topic of emergency management is not part of the work of the Planning Commission, Marge D. expressed her willingness to talk with students on other topics about which she may have knowledge. Ben Marks, who is the de facto Emergency Management Director in Cornwall, said he would talk to Conor S. about Ms. Harvey's request.

PUBLIC COMMENTS - none

OLD BUSINESS

- **Town Plan Audit Update** - Working Group

Drew K. conducted an extensive review of the implementation section of the current Town Plan, obtaining a great deal of information from the Town Clerk and the Conservation Commission. The outcome of Drew's work is a highly useful working document listing each Town Plan goal and recommended action steps, with detailed information on the current status of each action step with text in red. Drew K. advised that there are still some recommended action steps in the current Town Plan that need more research to find out their current status.

Marge D. worked on the list of update tasks, creating a more detailed version of that list. Lauren R. said that the goals in the Town Plan are not the responsibility of the Town to implement, but citizens can implement with the support of the Town. The Board discussed key issues identified from the Town Plan review, including aspirations about affordable housing and the lack thereof in Cornwall.

Don B. suggested that further research on implementation could wait, so that the CPC can concentrate on the scope of work included in the grant, but that will be up to the Audit Update Working Group. Don B. added that Conor S. has cautioned about mission creep during the coming months. Other than work covered by the grant, the CPC should also update only those parts of the Town Plan that are “low hanging fruit” at this time.

NEW BUSINESS

- **Cornwall Route 30 and Route 74 Speed Limit Request Update** - Ben Marks shared information about the recent traffic study done by the Vermont Agency of Transportation (VAOT), at the request of Cornwall’s ad hoc traffic concerns committee (Don B. is part of that committee). Ben M. described the outcome of the study, the criteria the VAOT uses to assess road traffic, and the ongoing strategy the Town is using to advocate for traffic calming measures in Cornwall. VAOT is only recommending the cutting of vegetation and addition signage after the study. There is a public hearing on April 29 - anyone can attend. Ben Marks and Sarah Pelkey plan to attend to advocate for the Town about ongoing traffic concerns. Ben M. added that traffic issues in Cornwall present a planning opportunity, something to consider while updating the Town Plan,
- **American Rescue Act Funds** - Ben Marks shared information about American Rescue Act funds that Cornwall is expected to receive in two parts, the first 50% around May 11 and the remaining 50% in May of 2022. Cornwall expects to receive about \$345,000 total. There are restrictions on how these funds may be spent, and the Town does not have the rules yet. Maple Broadband has made a request for \$150,000 of the funds that Cornwall will receive, and have made requests of the other towns that are also members of this Communication Union District. Lauren R. expressed her concerns about how Cornwall should spend these funds, and Ben M. suggested she make her concerns known to the Select Board, either by writing or coming to a Select Board meeting. The Town is under no pressure to spend the funds and there is plenty of time to listen to ideas/concerns of the citizens.
- **Review of First CPC Training Program** - The Board discussed impressions of the first training on April 14. Overall CPC members felt it was appropriate and valuable. AJ V. and Lauren R. would like to see the recording and will contact Sue Johnson for assistance. Ben M. also participated in the training and said that he realized that there should be a working relationship between the Planning Commission and the Capital Committee regarding the goals of the Town Plan and the Capital Plan.
- **Conservation Fund Update** - Don B., who is now also a member of the Conservation Commission, said that a draft document is being prepared that will clarify how conservation funds will be managed and spent. The CPC will be asked to review this document, when it is expected to be ready at the end of May.

OTHER BUSINESS

- **Format for Future CPC Meetings** - In September, some Town boards /committees may be returning to in-person meetings, while keeping the option for people to attend virtually as well. The Fire Department has been holding such “hybrid” meetings for some time. Logistics will need to be worked out.

List of Action Items:

1. start updating some of the data in the next month, and be aware that new data will inform the process going forward
2. Review the list that Marge expanded to see what might be easy to do at this time

3. May training session
4. work on Forest Fragmentation and Flood Resilience sections

ADJOURNMENT

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

The meeting was adjourned at 8:45 pm.
Submitted by Sharon Tierra, Secretary of the CPC