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**CORNWALL PLANNING COMMISSION (CPC)**

Regular Meeting, via Teleconference

May 19, 2021

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

**MEMBERS PRESENT:** Don Burns, Marge Drexler, Lauren Ringey, Drew Kervick, Conor Stinson, Chris Hodges

**ALSO PRESENT:** Ben Marks

**Recording** of the meeting announced.

**The meeting was called to order** at 7: 01pm by Chair Conor Stinson

**QUORUM**—established

**AGENDA**—Marge MOVED, Don SECONDED, to approve the agenda as posted.  
***Motion passed***—6 in favor, 0 opposed.

**MINUTES**

- **April 21, 2020**—Don, MOVED, Lauren SECONDED, to approve the minutes as posted. ***Motion passed***—6 in favor, 0 opposed

**ANNOUNCEMENTS—**

- **AJ Vasiliou**—Aj has been absent from meetings lately due to the birth of her daughter on April 11. Congratulations to AJ and family!
- **Thanks to Don Burns** for taking over as Chair the last few months while Conor took a leave of absence.

**CORRESPONDENCE REVIEW**—none

**PUBLIC COMMENTS**—none

**OLD BUSINESS**

- ***Town Plan Audit Update*** (Working Group)—Drew
  - The Plan was divided by topic with each assigned to a Working Group member for research.
  - Katie (ACRPC) gave him several sites to check for relevant information. The group decided their goal, at this point, is to establish sources from which information can be gathered at any point, when needed, as work on the Plan proceeds.
  - *Discussion*: the subject of producing one or more surveys brought a number of positive responses [including suggestions that: public input is vital; several “mini” surveys might be more effective than one long one; plan should be community-driven rather than PC-driven, surveys would help; is there time to develop any survey this year; perhaps focus each survey on just one question; maybe on one

topic, with several short questions each].

- **Data Collection**: Primary idea behind a resource gathering spot is to use a template &/or shared drive as a collection point. Each member to add info on their assigned topic to this place. The group can decide at a later date how to use the collected information after a review of the resources relative to the issues identified as needing an update. Then pursue the selected resources more in depth.
- **Source Material**: It's hard to judge, just yet, what the per cent is of source material gathered. There seems to be more data of a narrative nature than of statistical data. Probably the bulk of "low-hanging fruit" has been retrieved. Much of the gathering seems to be fact-checking.
- **Sections**: Some sections, such as school, should wait until their future is more discernible. *Goals* might be good place to start the in-depth review and updating (decide which existing goals have been met, which are no longer appropriate, etc.). The goals section would be a good place for community input.
- Doing a review annually would be a good idea in the future. It will be important to stay to stay within the bounds defined by the grant's focus.
- ***American Rescue Act Funds***—Ben
  - SB has received correspondence regarding the funds and acceptable uses for the money. In addition to broadband, child care rose to the top of the list during a SB discussion. This would include, in Ben's opinion, pre-school and after school programs. He hopes that eventually there are issues identified for which the funds can be used that will be able to continue, not die off, after the funds are gone. There is time (minimum of 1 year, maximum 2 years) to take the time to be selective, all suggestions are welcome. Once copies of the actual "use" rules are received, it will be easier to know the full review process and by whom the submitted projects are reviewed.
  - **Maple Broadband**: The SB has not yet approved Maple Broadband's request from the Town for \$150,000, nor determined how much of the Town's share of the Act Funding will be allocated to broadband. Maple is prohibited from obtaining funds coming from taxation, so they must rely on angel investors, gifts, loans, and so forth.
- ***Cornwall VT-30 and VT-74 Speed Limit Request Update***—Ben
  - **Traffic Safety Meeting**: He and Sarah Pelkey attended the meeting. There will not be speed reductions on Rtes. 30 or 74. The Bingham/Rte.74 intersection will get new signage and road striping. Ben sees this as a multi-year project and one in which the PC can play a major role. The Traffic Safety group looks not so much at past data or future hopes, but focuses on the current use. As part of the PC's information gathering for the Plan, gathering as much information as possible on how the roads are used, particularly by pedestrians and bicyclists, will be critical. He suggested that contact be made with Sarah to work on developing the criteria and knowledge for evaluating current patterns and use.
- ***Review of Second CPC Training Program*** (May 12)—CPC—The second training covered the work a Planning Commission does, and the Town Plan. Her presentations have been put on the shared drive for access as needed. There will be 1 or 2 more trainings. Ben, who also attended both trainings, noted that he had recorded them, one is on his own account, one on the Town's account. It was suggested that how best to ensure the Plan remains a living document, updated annually rather than once every 8 years, be included in a future training. Conor will contact Katie for information on what and how other PCs do in this regard.
- ***Future Meeting Format***—CPC—This discussion will be extended as more details and knowledge becomes available. Members indicated support for in-person meetings, though feelings coalesced around waiting until September, with a suggestion that a video monitor be installed at the Town Hall to use in conjunction

with Zoom. Ben mentioned the video monitoring suggestion as brought up in the SB meeting. SB member Tanya Byker will be researching such a project with contacts at the College to see what useful, cost-effective possibilities exist. The SB has not made a decision regarding the format of their upcoming meetings, but lean toward September, particularly in light of their scheduled summer change to one meeting per month instead of two. In regard to a timeline for the in-person/Zoom hybrid meetings, Ben would like September, but it depends on the cost. The PC will revisit this subject in August.

## NEW BUSINESS

- **Summer Newsletter Update**—CPC—Conor suggested the Communications Group take on the update for Sue's newsletter, the last update was in the winter newsletter. Marge agreed, and Drew (not a Communications Group member) offered to help.
- **Guided Intro to Flood Resilience**—Conor—Beginning with a short history of the PC's Flood Resilience project, Conor brought the group up to where it stands today. The project was begun in early 2019. Flood resilience is part of the Emergency Relief Assistance Fund (ERAF), having been added somewhat recently as part of the River Corridor Protection Plan section. ERAF is a program developed by the State to rate Town's status for receipt of disaster funding (in conjunction with FEMA funds) based on 5 criteria---being a member of the National Flood Insurance Plan (NFIP), adoption of the VT Roads and Bridges Report, adoption of a Town Emergency Management Plan, a Hazard Mitigation Plan, and a River Corridor Protection Plan. Cornwall had all 5 and was a Level 1 town eligible to receive up to 75% reimbursement by the State of the disaster related expenses not covered by FEMA. The current Town status has slipped from Level 1 to Level 2 with the expiration of the Hazard Mitigation Plan.  
*Resources:* The State's [floodready.vermont.gov](https://floodready.vermont.gov) site has a good deal of current information. All documents related to the PC's flood resilience project have been, or will be, uploaded to the shared drive. Conor will check with Katie about her offer to review the resilience plan to this point.
- **Update on Conservation Fund**—Don—A draft guidelines and procedures document is almost done. When finished, it will be distributed to the Conservation Commission for review, and if they approve it, then it goes to the PC for discussion and approval. Finally it will go to the SB for their approval.

## OTHER BUSINESS

- **Steering Committee**—A meeting will be held with Ben and SB member John Roberts to review where the PC stands relative to the grant deadlines and goals.
- **Audit Work Group**—As the group nears the end of its review, the time approaches to consider a group meeting for review and discussion of the audit results. A July meeting is a possibility.

## ADJOURNMENT

Don MOVED, Drew SECONDED, to adjourn the meeting. **Motion passed**—6 in favor, 0 opposed.

The meeting was adjourned at 9:00 pm.

Submitted by Robin Conway, Substitute Minute-Taker