

**Cornwall Development Review Board (DRB)
MINUTES • July 7, 2021 • 7:00–8:22 pm
Meeting & Hearing • Virtual via ZOOM**

MEMBERS PRESENT: Barbara Greenwood, Shari Johnson, David Anderson, Ross Gregory, Cheryl Cesario

ALTERNATES PRESENT: Joan Lynch

ATTENDEES: Sue Johnson, Kayla Shaefer, Ellen Whelan-Wuest

1. **CALL TO ORDER:** at 7:02pm by Barbara, DRB Chair
2. **ESTABLISHMENT OF QUORUM**—Established
3. **APPROVAL OF AGENDA**—Barbara MOVED, David SECONDED, to approve the Agenda as amended (addition of Public Comments after item #5, addition of discussion with Ellen Whelan-Wuest following #7). *Motion passed.*
4. **APPROVAL OF MINUTES:**
 - **June 2, 2021** (hearing)—Shari MOVED, David SECONDED, to approve the **June 2 Minutes** as amended. *Motion passed.*
5. **PUBLIC MEETING ATTENDEE SIGN-IN:**
 - **Introductions & Housekeeping**—
 - Introductions. Barbara noted that she would be chairing the meeting, and David Anderson would be handling the Zoom aspects. She introduced the DRB members in attendance in addition to herself: David Anderson, Shari Johnson, Ross Gregory, and Cheryl Cesario, newly appointed as a regular member. Also present were Board Alternate, Joan Lynch; Kayla Shaefer, Applicant; Ellen Whelan-Wuest, potential candidate for appointment as Board Alternate, and Board Secretary, Robin Conway. Sue Johnson was heartily thanked for serving as the Board’s representative at the Town Hall so that any person wishing to attend this meeting could do so from that location.
 - Barbara ended the introductions by noting that the hearing scheduled for this evening was going to be rescheduled to a later date. She then turned the Sign-ins over to David
 - David asked for attendees’ names and addresses, with no swearing in as there would be no hearing.
 - **Public Comment**—None
6. **HEARING: Barn On the Flats Conditional Use**
 - **Recap of the Initial Hearing**—
 - As set out in the warning that was posted, published in the paper, and mailed to abutters, the Hearing had been held to consider the Application submitted by Kayla and Cam Shaefer for a Conditional Use of the barn at 1683 West Street, as a commercial event venue for private parties. The first hearing was held April 7, 2021, and adjourned to this evening. However, on June 21 the Applicants requested an extension of time due to a family commitment, and because much of the material requested by the Board was not yet ready to be filed by the June 22 due date. A summary of the emails between Kayla and Barbara has been placed in the file folder at the Town Hall.
 - After consulting Board members individually, Barbara determined the consensus was that the hearing be **rescheduled for October 6 at 7:00pm**. With the exact format for upcoming public

meetings having yet to be determined, the location and format will be specified in the Agenda with the expectation that by October public meetings will be back in the Town Hall in a hybrid in-person/Zoom format.

- All materials (including materials requested by the Board, materials the applicants wish to file, and details of any revisions to the applicants' proposed event venue operation) must be filed at least 25 days in advance (that is, by September 10), or the hearing will not proceed.

• **Wrap Up**—

- Barbara then adjourned the hearing at 7:15pm.

The Board resumed its business meeting and proceeded with the Agenda.

7. AVAILABILITY FOR NEXT MEETINGS—

- **August 4, 2021**—All expect to be available, though Barbara plans to be away. David will chair the hearing in her absence, posting the Agenda (or cancellation, should there be no hearing).
- **September 1, 2021**—All will be available.
- **October 6, 2021**—All will be available. The Barn On the Flats hearing to be continued.

- 8. DRB CANDIDATE DISCUSSION**—Barbara introduced Ellen Whelan-Wuest, who has expressed interest in joining as a DRB Alternate, and invited her to explain her background and interest in being part of the DRB. Ellen is married to Conor Stinson, chair of the Cornwall Planning Commission. They live on Rte. 30 with their two children, 5-year old Evie and 5-month old Sam, having moved from Brooklyn, NY in February 2017. Ellen grew up in Chicago, attended Middlebury College for her degree in history, then went on to Duke University for graduate school, receiving her master's in public policy in 2012. Ellen's work experience includes working for a NY State Senator on a number of zoning issues related to development within Brooklyn's district. She is currently working remotely as a Program Director at the Council of State Governments (CSG) Justice Center in which capacity she has recently been part of a team working with Vermont state leaders to propose and pass a significant piece of legislation called Justice Reinvestment II. Additionally, she has been, and is, involved in a number of local groups and projects. The Board welcomes her interest and experience in public policy, and pursued a short discussion with her on these and related issues. Following the discussion, the Board agreed to recommend to the Selectboard that she be appointed to serve on the DRB as an Alternate.

9. OTHER BUSINESS—

- **Old**—Cheryl reminded the Board that, as an Interested Party in the Barn On the Flats issue, she is unable to participate as a Board member and is recusing herself from the hearing. Joan will take her place on the Board for that hearing and any subsequent hearings on that issue.
- **New**—None

10. DELIBERATIVE SESSION—Kasia LLC

ADJOURNMENT—At 8:22pm David MOVED, Shari SECONDED, to adjourn. **Motion passed.**

Respectfully Submitted,
Robin Conway, DRB Secretary