

Approved November 17, 2021

CORNWALL PLANNING COMMISSION (CPC)

Regular Meeting

Cornwall Town Hall and via Teleconference

October 20, 2021

MEMBERS PRESENT: Conor Stinson, Don Burns, Marge Drexler, Drew Kervick, A.J. Vasiliou, Lauren Ringe

ALSO PRESENT: Ben Marks, Katie Raycroft-Meyer

Recording of the meeting announced.

The meeting was called to order at 7:05 pm.

Quorum - established

AGENDA - Conor S. MOVED / Drew S. SECONDED a motion to approve the agenda as amended with the addition of meeting with Katie Raycroft - Meyer. ***Motion passed - unanimously, by voice vote/show of hands.***

MINUTES

- **September 15, 2021** - Don B. MOVED / Lauren R. SECONDED a motion to approve the minutes as modified with action item #7 edited as follows: "Conor S. and Don B. will conduct a Public Information Meeting pertaining to Flood Resilience on October 27." ***Motion passed - unanimously, by voice vote/show of hands.***

ANNOUNCEMENTS

Don B. announced that the Public Information Meeting scheduled for October 27 has been duly warned, with paper notices posted, a notice in the Addison Independent, and notices sent to be published on Front Porch Forum and the Cornwall newsletter.

CORRESPONDENCE REVIEW

Request from the Vermont Department of Health (VDH) to the Chair of the CPC, to fill out a survey regarding Health Department policies and regulations of alcohol, tobacco and marijuana to meet the needs of communities in Vermont. Conor S. will fill out to the best of his ability, he said.

PUBLIC COMMENTS - none

OLD BUSINESS

- **Meeting with Katie Raycroft - Meyer** - Katie R.-M. and the CPC reviewed the work plan and budget to assess progress to date, within the framework of the 5 Step Process of updating the Town Plan. Katie R.-M. stressed the importance of Step 3, the identification of community goals and policies for each element of the of the Plan. These goals should be measurable, attainable, relevant and time-bound. The CPC discussed and agreed upon a workable timeframe for completing the updating process within the grant period, given the accomplishments to date.
- **Select Board Update** - Ben Marks
 1. The Select Board approved the application and matching funds for an update to the Cornwall Hazard Mitigation Plan.
 2. The Select Board has signed a formal agreement with Maple Broadband regarding allocation of funds to Maple Broadband from the Town.

- **Forest Integrity / Fragmentation** - Don B. led a discussion about the Forest Integrity / Fragmentation section in development for the Town Plan update. It was agreed that the document drafted by Andrew L'Roe of the Addison County Regional Planning Commission, (ACRPC) while meeting Statutory requirements, could be modified with an introduction on the benefits of forest integrity and edited to more closely align with the style of the existing Town Plan. An in-person work session for all members was scheduled for October 30, 8-10 am at the Town Hall. The goal of this work session is to collectively rough out an approach / template to give the writers guidance. Following that work session, a work team will follow up to edit the draft by Andrew L'Roe. Don B. and A.J. V. volunteered to be on this work team. Conor S. will review and distribute relevant Statutory requirements.
- **Statistical Update** - Drew K. and Marge D. - Drew K. is meeting with Lister Todd Kincaid tomorrow, and anticipates receiving valuable information from him about housing in Cornwall. The Housing section of the Town Plan is in developments, and several revisions have been made. After Drew meets with Todd K., he will post a final draft for all to review. Marge D. has continued to update population data. Drew K. said he found the census training by David Kraiker to be extremely valuable. He will send a link to this training to Sue Johnson, to be posted on the website. Marge added that she has finished her draft of the population section. Marge and Drew will present /discuss their drafts at the next meeting. Comments on the current drafts are welcome in the next week.

NEW BUSINESS

Map Discussion - tabled for future meeting

List of Action Items:

1. All review the Statistical update draft and provide comments.
2. All review Andrew L'Roe's draft of Forest Integrity / Fragmentation and Thetford Town Plan section on this topic.
3. Work session on October 30, 8-10 am in person at the Town Hall. Don B. will lead discussion.
4. Conor S. will distribute Statutory language required for Forest Integrity / Fragmentation.
5. All review Maps and comment editorial changes in the maps comments folder that Conor will make in Google Docs. Suggestions for substantive changes to Maps will be saved until the Maps can be viewed in context of their location in the Town Plan. Katie R.-M. will be the central person at ACRPC for changes to Maps.
6. Drew K. will send link to census training to Sue Johnson to be posted on the Town website.

OTHER BUSINESS

Next meeting: November 17

ADJOURNMENT

Drew K MOVED / Marge D. and Lauren R. SECONDED a motion to adjourn the meeting.
Motion passed - unanimously, by voice vote/show of hands.

The meeting was adjourned at 8:49 pm.
 Submitted by Sharon Tierra, Secretary of the CPC