

Approved November 2, 2021

**CORNWALL SELECT BOARD**  
Regular Meeting  
Location: via Zoom and at Town Hall  
October 19, 2021

**MEMBERS PRESENT:** Magna Dodge, Tanya Byker, Ben Marks, John Roberts, Brian Kemp

**ALSO PRESENT:** Sue Johnson, Don Burns, Lise Anderson

**Recording of meeting**—announced

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

**QUORUM**—established

**General Fund and Highway Orders** - have been circulated for signing, either by email or in person.

**AGENDA**

Magna D. MOVED / John R. SECONDED a motion to approve the agenda as amended, with the addition of the Matching Funds Grant for updating the Hazard Mitigation Plan to New Business and addition of two remembrances at the beginning of the meeting. **Motion passed**—4 in favor, 0 opposed.

**REMEMBRANCES**

John R. spoke of two Cornwall residents, who served the Town for many years and who recently died. Frank Broughton was an elected member of the Cornwall School Board and Middlebury Union High School Board, just two of the many ways he served his community. Mike Quesnel was on the Cornwall Select Board for 20 years. The Town recognizes and appreciates the many years of service Frank Broughton and Mike Quesnel provided to the Town and our community.

**CORRESPONDENCE REVIEW**

- Notice from Jim Carroll's office regarding the plan to digitize paperwork on several matters completed for the Town. All agreed that these files should be stored electronically by the legal firm, where they can be obtained by the Town upon request. Magna D. said that David Dodge would like to have the paperwork concerning the Lemon Fair Insect Control Board in hard copy. Ben M. will ask Jim Carroll to send it to the Town Office, to Sue J.'s attention.
- Communication from Ian Gill who is interested in an open position in Town government. Ben M. will invite him to come to a meeting to introduce himself, his interest, and qualifications.

**MINUTES** - October 5, 2021

Magna D. MOVED / John R SECONDED a motion to approve the minutes as posted. **Motion passed** - 5 in favor, 0 opposed.

**PUBLIC COMMENTS**— Lise Anderson said she is very interested in the American Recovery Plan Act (ARPA) funds. She likes the idea of sending out a survey to all households in Cornwall, to see what people think is important. Ben M. said that he and Tanya B. attended a statewide ARPA meeting, but found the information provided at this meeting was not very relevant to towns the size of Cornwall. Don B. wondered if ARPA funds might be used to fund research on the salt issue and if the brownfield concept might be considered for the salt issue. Conversations about the use of ARPA funds is ongoing.

## **TOWN CLERK / TOWN TREASURER'S REPORT - Sue Johnson**

- **Re-apportionment maps** - have been received. Current ADD-1 district now includes 5 towns: Cornwall, Whiting, Salisbury, Goshen, and Leicester. Previously the ADD-1 district included the 6 towns of Cornwall, Salisbury, Goshen, Leicester, Hancock and Granville. Sue J. will forward this information to the Board of Civil Authority (BCA).
- **Town Office** will be open on Monday, November 1 (the day taxes are due), closed Tuesday November 2 and open again on Wednesday, November 3.
- **AV System** - Bracket was installed by John Roberts. Some parts of the system have arrived. When all parts arrive, Sue will contact Scott for installation of the system.

## **ROAD COMMISSIONER'S REPORT - Brian Kemp**

- The grant funded project on Snake Mountain Road (replace culvert and add rip rap stone to prevent erosion) is being completed. The Town of Shoreham is providing mutual aid to complete the project.
- Town of Weybridge also provided mutual aid recently for road maintenance.
- Salt bids have been received.
- Sand hauling will be contracted out.
- There were two recent accidents at intersection of Cider Mill Road and Route 125. The road crew replaced the stop sign on Cider Mill Road that was knocked down as a result of one accident. The crew also replaced the "Stop Ahead" sign that was found on the ground on James Road near the intersection with Route 125. This sign may have been down for some time - it was found by someone who was walking in that location. Sue J. said that she received 2 emails from people asking what can be done to improve safety at this intersection. Sue will forward these emails to Ben M. for discussion on this matter to be put on the agenda for a future meeting.
- Discussion of Road Foreman job posting - four applications have been received by today's deadline - discussion is appropriate for Executive Session

## **OLD BUSINESS**

- **Maple Broadband (MB) Update** - Magna D. reported that the high level design phase is complete and that Vantage Point Solutions has been directed to begin the next step - pole survey. A Request for Quotes (RFQ) has been sent out to cable distributors. Magna D. added that pre-construction funds cannot be used to purchase materials for construction. MB will not be able to apply for construction funds until December or January, so funds allocated by member towns remain critical, especially in consideration of the current long delay in delivery of materials that will be needed. The Town of Ripton recently allocated \$25,000 to MB, representing 84% of the amount that that town received in ARPA funds.
- **Discussion and vote on Maple Broadband / Cornwall ARPA funding agreement** - After discussion on the proposed agreement between the Town of Cornwall regarding funds allocated from the Town to Maple Broadband, John R. MOVED / Brian K. SECONDED a motion to authorize Ben M. to sign the agreement. Motion passed - 4 in favor, 0 opposed, 1 abstention (Magna D.). Magna D. will notify Steve Huffaker, Chair of the Executive Board of Maple Broadband.
- **Sand and Salt Shed Update** - Sue J. reported that the Capital Committee selected Bread Loaf Construction to do a building survey, with their proposal for work to be done, due in January. Sue added that replacing the salt and sand shed is the number one priority. Relocating the Town Garage is an option being considered. The shed will need to be constructed so that it can easily be moved at a later date, if needed. Sue J. said she hopes a plan can be developed in time for a presentation at Town Meeting in March of 2022. Capital funds of about \$22,000 have been budgeted for the feasibility study, survey and design for Town Garage improvements.

## **NEW BUSINESS**

- **Matching Funds Grant for Updating the Hazard Mitigation Plan** - Ben M. described the opportunity to apply for a grant to update Cornwall's Hazard Mitigation Plan, that has expired. This grant requires that the Town provide matching funds in the amount of \$2,787.50, or 25% of the total amount of the cost. The State would provide 75%, or \$8,352.50. This grant would fund the work of Andrew L'Roe at Addison County Regional Planning Commission (ACRPC) to assist the Town in updating the Hazard Mitigation Plan, a document of over 100 pages. Ben M. added that choosing ACRPC to do this work would be the most efficient and effective way to get the job done. Brian K. MOVED / Magna D. SECONDED a motion to authorize Ben M. to apply for the grant. Motion passed - 5 in favor, 0 opposed.

## **EXECUTIVE SESSION**

Magna D. MOVED / Tanya B. SECONDED a motion that premature general public knowledge of confidential employee matters would clearly put the Town at a disadvantage. **Motion passed** - 5 in favor, 0 opposed.

Magna D. MOVED / Tanya B SECONDED a motion to go into Executive Session to discuss confidential employee matters. **Motion passed** - 5 in favor, 0 opposed.

The Board went into Executive Session at 8:14 pm.  
The Board came out of Executive Session at 8:54 pm.

Magna D. MOVED / Tanya B. SECONDED a motion to authorize Ben M. and Brian K. to draft an incentive/separation agreement for the town's current Road Foreman providing for up to \$3,000 in incentives to accomplish a variety of tasks on the Town roads prior to the effectiveness of his resignation.

## **ADJOURNMENT**

Magna D. MOVED / All others SECONDED a motion to adjourn the meeting. **Motion passed** - 5 in favor, 0 opposed.

The meeting was adjourned at 8:58 pm.

Submitted by Sharon Tierra, Secretary of the Select Board