

Approved March 16, 2022

**CORNWALL PLANNING COMMISSION (CPC)**

Regular Meeting

Cornwall Town Hall and via Teleconference

February 16, 2022

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

**ALSO PRESENT:** Ben Marks, Katherine Branch

Recording of the meeting announced.  
The meeting was called to order at 7:02 pm.  
Quorum - established

**AGENDA** - Don B. MOVED / Marge D. SECONDED a motion to approve the agenda as posted.  
***Motion passed - unanimously, by voice vote/show of hands.***

**MINUTES**

**January 19, 2022** - Drew K. MOVED / Lauren R. SECONDED a motion to approve the minutes as posted. ***Motion passed - unanimously, by voice vote/show of hands.***

**ANNOUNCEMENTS**

- Chris Hodges is resigning from the Planning Commission, due to time constraints. She said she hopes to serve again on the CPC in the future. Conor S. commended Chris, saying that the work she has done for the Town as a member of the CPC, is greatly appreciated.
- Katherine Branch introduced herself and discussed her interest in joining the CPC, when the position now held by Chris Hodges becomes vacant. See vote regarding Katherine B. in NEW BUSINESS.

**CORRESPONDENCE REVIEW**

Letter from Beth Keefe asking if Cornwall could apply for Village Center Designation. Select Board also received this letter. This is the second time in two years that someone has asked about Village Center Designation. Drew K. said he is interested in the topic and would like to be involved in researching it, when time permits and the CPC is able to investigate the possibility.

**PUBLIC COMMENTS**

Ben Marks shared information on the joint meeting of the Select Boards of Cornwall and Salisbury. The Vermont Department of Transportation's scoping study for the Swamp Road bridge replacement is posted on the Town of Cornwall website. April 7 is the date scheduled for a joint meeting of the voters in Cornwall and Salisbury to hear about two options for replacing the bridge. Paul Vaczy, Chair of the Salisbury Select Board, will chair this joint meeting. An advisory survey will be mailed to all registered voters in both towns on April 8. The final decision will be up to the two Select Boards. The replacement cost will be covered by the State of Vermont and by the insurance coverage on the Swamp Road covered bridge that was destroyed by fire.

**OLD BUSINESS**

**Review of Revisions of Town Plan Sections:**

- **Population** - Marge D. reported that census information needed for this update will not be available until mid-March at the earliest. Conor said that is not a cause for concern, as this is a working draft and can be updated with the latest census data when it is available.
- **Housing** - Drew K. reported that he has updated the draft document with data received from the Listers, and has incorporated feedback on this section discussed at the regular CPC meeting in January. Drew added that he is waiting to work on the footnotes until a footnote style is agreed upon.
- **Forest Fragmentation** - Don Burns outlined the 3 levels of change to the draft that have been made since the first draft, including Conor's work to modify some language from Thetford's Town Plan as a way to tell Cornwall's story, incorporation of feedback from the Conservation Commission, and incorporation of some of the feedback from Mary Dodge in her role as a citizen.

## **NEW BUSINESS**

- **Economy and Education Sections** - discussed significant changes in the local economy and in education, including an increase in remote work from home, economic effects from the increase in short term rentals, the Maple Broadband initiative, the 6th grade transition to the Middle School in Middlebury, and the change to a unified union school district. It was agreed that both sections need to be edited in terms of length and that the Economy section could benefit from being more balanced in terms of the focus on agricultural and non-agricultural drivers of the economy. Drew K. volunteered to be the lead on the Education section.
- **Final Training** - Katie Raycroft-Meyer will facilitate the final training in Implementation, date TBA, probably in May.
- **Recommendation of Katherine Branch** - Don B. MOVED / Drew K and Lauren R. SECONDED a motion to recommend that the Select Board appoint Katherine Branch to the position on the CPC that will soon be open, at their first meeting in March. ***Motion passed - unanimously, by voice vote/show of hands.***

## **ACTION ITEMS**

1. Drew K. will save a clean version of the Housing section in the Google Drive folder.
2. All CPC members who have not yet commented on the latest Forest Fragmentation draft should please do so.
3. Don B. will ask John Roberts and/or Brian Kemp to review the part of the Economy section describing the agricultural and non-agricultural economies in Cornwall.
4. Don B. will help gather information, and Conor S. will work on the draft for the Economy section and will post to the shared drive by April 6.
5. Katie R-M. will correct known factual errors in the Town Plan, as the document would not be approved by the Addison County Regional Planning Commission if it contained known factual errors. She will also incorporate the updated drafts into the Town Plan, when they are ready.
6. Don B. will work on a Power Point presentation for the public informational meeting and will check with Sue Johnson to see if March 23 is a good date for that meeting.
7. Drew K., Marge D., and Don B. will each write a paragraph on the section they worked on, including why that section was updated, and Conor will blend these for a cover letter to be sent to the Select Board, Conservation Commission, Development Review Board and Addison County Regional Planning Commission along with working draft of the updated Town Plan for review.

## **ADJOURNMENT**

Lauren R. MOVED /Don B. SECONDED a motion to adjourn the meeting. ***Motion passed - unanimously, by voice vote/show of hands.***

The meeting was adjourned at 9:26 pm.

Submitted by Sharon Tierra, Secretary of the CPC