

Approved November 16, 2022

CORNWALL PLANNING COMMISSION (CPC)

Regular Meeting

Cornwall Town Hall and via Teleconference

October 19, 2022

MEMBERS PRESENT: Conor Stinson, Don Burns, Drew Kervick, Katherine Branch, Marge Drexler, Lauren Ringey

ALSO PRESENT: Ben Marks

Recording of the meeting announced.

CALL TO ORDER - the meeting was called to order at 7:00 pm.

QUORUM - established

AGENDA - Marge D. MOVED / Lauren R.. SECONDED a motion to approve the agenda as posted. **Motion passed** - 6 in favor, 0 opposed.

MINUTES

September 21, 2022 - Marge D. MOVED / Katherine B. SECONDED a motion to approve the minutes as posted. **Motion passed** - 6 in favor, 0 opposed.

ANNOUNCEMENTS - none

CORRESPONDENCE REVIEW - none

PUBLIC COMMENTS

Select Board Update - Ben Marks

- The bridge insurance payout has been received by the Town and has been placed in a separate reserve account, to cover costs the Town will incur, related to replacing the bridge, the amount of which is unknown at this time.
- Nick Cram has been hired for the road crew position. His first day is October 24.
- Letter from FEMA regarding their Otter Creek Watershed Study asking the Town if the risk maps for Cornwall are accurate. Ben M. left a copy of the letter with the CPC, for review. If the CPC wishes to comment, the comment phase ends November 7.

OLD BUSINESS

• **Town Plan Update**

• **Review Status of Action Items from September 21 Meeting**

- Sharon Tierra will contact Sue Johnson about posting minutes to the website. - **DONE** and all previous meeting minutes are now posted on the website.
- Conor S. will upload the latest versions of the Population section and the Forest Fragmentation section to the Google drive. **DONE** and reviewed by all at the October 5 work session. The document will be finalized at the November 16 regular meeting,
- Conor S. will make sure that pictures and captions match, and check formatting and capitalization - **IN PROCESS**

- Marge D. will draft a disclaimer about the scope of this update. **DONE** Marge D. forwarded the draft to Conor.
 - Katherine B. will work on footnotes. **DONE**
 - Don B. will draft the written report required for the Public Hearing, and will upload to Google docs to be reviewed at the next meeting,
- **Review Status of Tasks from October 5 Work Session** - Conor S. said the meeting was productive and brief. Don B. said he has accepted some of the changes discussed at that meeting, but not all. Conor S. said he will contact Addison County Regional Planning Commission (ACRPC) regarding minor changes.
 - **If Needed, Update Action Plan for Finalizing Draft Town Plan for Public Hearing** - document will be finalized at the November 16 regular meeting. Existing action plan will be used.
 - **Planning for Public Hearing**
 - Plan needs to be distributed 30 days before the hearing to all parties that the Statute requires.
 - Hearing notice will need to go out with chapter headings and a solicitation for comments
 - Hearing will be scheduled for January 18 as a hybrid meeting (in person and Zoom).

CPC Member Recruitment - Marge D., Conor S., and Katherine B. have all reached out to potential candidates. Conor S. will follow up with the person Marge D. mentioned, to give them more information.

OTHER BUSINESS

It was agreed to change the date of the December meeting from the 21st to the 14th.

ACTION ITEMS

- Marge D. and Don B. will meet to discuss changes to the Population Section in early November.
- Conor S. will contact ACRPC regarding minor changes.
- Conor S. will continue the pictures and captions work
- Conor S. will reach out to Jordan Young on the technical issues of running a hybrid meeting for the hearing and to ask about using the upstairs room of the Town Hall.
- Conor S. will follow up with the CPC candidate Marge D. mentioned.
- Future Meetings: November 16, December 14, January 18 (public hearing)

ADJOURNMENT

Marge D. MOVED / Lauren R. SECONDED a motion to adjourn the meeting. **Motion passed** - 6 in favor, 0 opposed.

The meeting was adjourned at 7:48 pm.

Submitted by Sharon Tierra, Secretary of the CPC