

Approved October 19, 2022

## **CORNWALL PLANNING COMMISSION (CPC)**

Regular Meeting  
Cornwall Town Hall and via Teleconference  
September 21, 2022

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

Recording of the meeting announced.

**CALL TO ORDER** - the meeting was called to order at 7:03 pm.

**QUORUM** - established

**AGENDA** - Drew K.. MOVED / Katherine B. SECONDED a motion to approve the agenda as posted. **Motion passed** - 4 in favor, 0 opposed. (4 in attendance at this time)

### **MINUTES**

**August 10, 2022** - Marge D. MOVED / Katherine B. SECONDED a motion to approve the minutes as posted. **Motion passed** - 4 in favor, 0 opposed. (4 in attendance at this time)

Katherine B. noted that the minutes of the CPC meetings since April of this year have not yet been posted on the website. Sharon Tierra said she would contact Sue Johnson to make sure the Sue has the final minutes of the May, June, and July minutes, will give Sue the final minutes for August approved tonight, for posting as soon as possible.

**ANNOUNCEMENTS** - time to recruit a member to fill the current opening. Don B. asked everyone to think of one or two people in Cornwall who might be interested in joining the CPC, who have the time, would be faithful in attending meetings and willing and able to engage in the work of the Planning Commission. At this time, there is no one from the agricultural sector on the CPC, and it would be good to have this representation again. Everyone is asked to contact possible members informally, to see if they are interested. The number of positions on the CPC is 7, currently there is one vacancy, after the resignation of A.J.V.

**CORRESPONDENCE REVIEW** - Marc Lapin replied with a positive response to the letter from Conor S. regarding Marc's feedback on the Forest Fragmentation section.

**PUBLIC COMMENTS** - none

### **OLD BUSINESS**

#### **• Town Plan Update**

- **Review the latest draft document and update as needed** - members have reviewed the document in the shared Google drive and made comments. During this meeting, all the comments were discussed, line by line, and language updated, as agreed upon.
- **Table of contents** - this will be the last thing to do, after everything else is complete.
- **Maps** - in process in the next few days, by the new GIS specialist at Addison County Regional Planning Commission.

### **ACTION ITEMS**

1. Work session is scheduled for Wednesday October 5 at 7 pm.
2. Recruitment for a new member - everyone is asked to think of one or two persons to contact informally,
3. Sharon Tierra will contact Sue Johnson about posting minutes to the website.
4. Conor S. will upload the latest versions of the Population section and the Forest Fragmentation section to the Google drive. These are the same versions presented at the Public Information Meeting, but were not uploaded to the document in Google drive yet.
5. Conor S. will make sure that pictures and captions match, and check formatting and capitalization.
6. Marge D. will draft a disclaimer about the scope of this update, so that readers will understand it is not a complete update of the Town Plan.
7. Katherine B. will work on footnotes.
8. 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,
9. Hearing will be scheduled to take place in January.

#### **ADJOURNMENT**

Marge D. MOVED / Drew K. SECONDED a motion to adjourn the meeting. *Motion passed* - 5 in favor, 0 opposed.

The meeting was adjourned at 9:42 pm.

Submitted by Sharon Tierra, Secretary of the CPC