

Approved _____, 2023

CORNWALL SELECT BOARD

Regular Meeting

Location: via Zoom and at Town

Hall

January 3, 2022

MEMBERS PRESENT: Tanya Byker, Ben Marks, Don Burns, John Roberts, Brian Kemp

ALSO PRESENT: Steven Rheaume, Sue Johnson, Stu Johnson

Recording of meeting—announced

The meeting was called to order at 7:03 pm

QUORUM—established

AGENDA - John R. MOVED / Brian K. SECONDED a motion to approve the agenda as posted. ***Motion passed***—5 in favor, 0 opposed.

General Fund and Highway Orders - not yet available

MINUTES

- **December 20, 2022** - Don B. MOVED / Tanya B. SECONDED a motion to approve the minutes as amended, in Old Business, Salt and Sand Project, replace the phrase “permitting process” with “bid process” and instead of “Stu putting together a packet”, replace with “Stu J. is putting together information about the scope of work of the project and Request for Proposals (RFP).”
- ***Motion passed***—4 in favor, 0 opposed, 1 abstained (John R).

CORRESPONDENCE REVIEW

- Sue J. has received several emails from Vincent Gardon, who has ongoing concerns. Sue sent him an invitation to come to the meeting tonight.
- Vermont Equalization Study results - indicate the need for reappraisal in Cornwall. The Cornwall reappraisal has been scheduled for 2025.

PUBLIC COMMENTS - none

- **TOWN CLERK / TOWN TREASURER’S REPORT** - Sue Johnson
- 2023 Town Meeting is scheduled for Saturday, March 4 at 10am, presumedly at the School, once those arrangements are made. Voting will take place the following Tuesday.

- The Capital Committee needs to meet soon.

ROAD COMMISSIONER'S REPORT - Steven Rheaume

The damage in Cornwall due to the most recent winter storm before Christmas was not as extensive as in other towns. The road crew cleared the roads, going road by road. Ridge Road had the most trees down in the road and there was also a tree down in the road on South Bingham. Tree work still needed on Ridge Road will probably need to be contracted, as it is beyond the capacity of the Town.

NEW BUSINESS

Review Emergency Management Performance re December 2022 Winter Storm

Because of the extended power outage in Cornwall and in most other towns in Vermont, the Town Hall was opened as a warming center and listed as a statewide resource with Vermont 2-1-1 and Vermont Emergency Management. Ben M., Sue J., and Don B. staffed the warming center in shifts, from Friday, December 23 at 5 pm until Saturday, December 24 at 8 am. The warming center was lightly used, but some folks did stop by to charge their phones, use the bathrooms, and get water. The generator stopped working, but the problem was resolved. Some people asked if it would be possible to sleep at the warming center, if needed. However, the cots that are stored at the Fire Station had not been brought to the Town Hall, nor was there any food available. Some folks asked if they could bring their pets to the warming center. The generator at the Town Garage also had problems. The phones went down during the time the warming center was open, making communication even more difficult. Lessons learned and issues to be addressed will need to be considered when updating the Local Emergency Management Plan (LEMP) for Cornwall, for which a grant application has been made.

OLD BUSINESS

- **Review costs of Cornwall Web Page re-design** - John R. reported that he spoke with the Town Clerks and other personnel in 7 Addison County towns, including 2 towns that recently upgraded their websites. The Town of Panton also shared a document with John that includes an extensive list of website rebuild requirements. The cost to set up and maintain a municipal website vary greatly from town to town, but John estimates, that for Cornwall's needs, the cost would be \$10,000 - \$15,000 to set up and \$2,000 a year to manage, depending on the scope of the update, and assuming that the Town hires a competent designer and not use a volunteer anymore. John added that the towns that had professional help were far happier and the staff was well trained on how to upload material.

Next steps:

- Talk to Peter McCormick to see how he feels etc.
- Review what our "wish list" is, using Panton's as a starting point.
- Reach out to several vendors.
- Review proposals.

- **Salt Shed Project** - Stu J. presented 5 options for the unit size/shape/capacity and discussed the pros and cons of each with the Board and Road Foreman. He said there are 2 vendor options, as well. One of the vendors will not provide information on costs of units because they do not sell directly to customers. After discussion, all agreed that Option 3, an 80'x70' unit is the best option, to meet the need for capacity for sand. The salt bay size (24'x42') does not vary from unit to unit in the options presented. The Board asked Stu to amend the RFP to request bids that cover the price of this unit and the cost of construction.
- **Review 2023-2024 Budget worksheets** - tabled until the next meeting, at the top of the agenda

OTHER BUSINESS

- **Pickleball group** has formed in Cornwall and is seeking grants for a pickleball court.
- **PACIF insurance settlement funds** - Sue J. is in the process of getting information on 2-year CD options from the bank. The process includes changing signers on the account and having minutes authorizing the changes. After discussion, Don B. MOVED / Brian K. SECONDED the following motion: The Select Board believes it is in the best interest of the Town to take the insurance money from the PACIF settlement and for the Town Treasurer to sequester fund in an appropriate investment vehicle for future capital expenses, including but not limited to the replacement of the Swamp Road bridge. ***Motion passed—5 in favor, 0 opposed.***

ADJOURNMENT

Brian K. MOVED / Tanya B SECONDED a motion to adjourn the meeting. ***Motion passed—5 in favor, 0 opposed.***

The meeting was adjourned at 9:60 pm.

Submitted by Sharon Tierra, Secretary of the Select Board