

Approved JULY 12, 2023

CORNWALL SELECT BOARD

Regular Meeting

Location: via Zoom and at Town

Hall

June 6, 2023

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

ALSO PRESENT: Sue Johnson, Steven Rheaume, Jack Doyle, Katherine Branch, Barbara Greenwood

Recording of meeting—announced

The meeting was called to order at 7:02 pm by the Chair

QUORUM—established

General Fund and Highway Orders - signed

AGENDA - John R. MOVED / Don B. SECONDED a motion to approve the agenda as amended by moving Public Comments to the top of the agenda after the Public Hearing, and adding a report on conversation with Bank of America to Other Business . ***Motion passed***—5 in favor, 0 opposed.

PUBLIC HEARING RELATED TO THE UPDATED CORNWALL TOWN PLAN

Select Board Chair Tanya Byker opened the hearing and thanked the Planning Commission for their fine work in updating the Town Plan over the past two and a half years. The work included adding two new sections now required by the State, updating demographical data about Cornwall, and updating the goals and implementation sections. The result is a highly useful and interesting Town Plan, and Tanya B. commended everyone to read it. She said that the Select Board has only made a few small changes to the Town Plan draft it received from the Planning Commission on March 21, 2023.

Barbara Greenwood, Chair of the Development Review Board (DRB), thanked the Planning Commission for their work on the Town Plan. She added that the members of the Planning Commission made themselves experts in the areas of the Town Plan that needed changing.

Katherine Branch, member of the Planning Commission, thanked the Select Board for the care they took in reviewing the Plan and for being open to dialogue with the Planning Commission regarding the parts the Select Board had concerns about. She commended Conor Stinson, Chair of the Planning Commission, for his leadership and added that updating the Town Plan was a team effort that included the work not only of current members, but also of members who have since stepped down.

John Roberts commended the work of the Planning Commission and said that he also

appreciated the work of Ben Marks, who attended many meetings of the Planning Commission, in support of their process early on.

Don Burns, member of the Planning Commission, Select Board, and Conservation Commission, said that the process of getting representatives of the Planning Commission, Select Board, Conservation Commission, and Development Review Board together for active dialogue was an ideal way to resolve areas of concern, and an excellent model for future work on municipal policies and issues.

Ben Marks praised the work of this Planning Commission, that was newly formed when it began this update. Because the Planning Commission received extensive training in municipal planning from the Addison County Regional Planning Commission (ACRPC) as they were engaged in the Town Plan update process, Ben M. said it was like they were learning to fly the plane while learning to build it. He admires their ability to do that, and to do it well.

John R. MOVED / Don B. SECONDED a motion to adopt the Town Plan as presented. **Motion passed**—5 in favor, 0 opposed.

Tanya B. outlined the next steps for the Town Plan - the document will be sent to the ACRPC for regional approval, sent to the neighboring Towns in Addison County, and posted on the Town website as the approved Town Plan.

John R. MOVED / Don B. SECONDED a motion to adjourn the Public Hearing. **Motion passed**—5 in favor, 0 opposed. The Hearing was adjourned at 7:25 pm.

PUBLIC COMMENTS

Jack Doyle, resident of 255 Audet Road, came to the meeting to discuss the current condition of Audet Road (potholes, dust), and to say that he is increasingly concerned with the speed people drive on Audet Road, the number of cars (over 100) parked along the road during the kick off of the seasonal concert series at a neighbor's house, and the behavior of some concert attendees, including trash and public urination near his home.

Regarding the current condition of the road, the Road Foreman and Road Commissioner explained that all the gravel roads are in need of attention right now, but after such a long dry spell, grading cannot be done. As soon as at least 1/2 inch of rain falls, grading will start up again. The Town does not do dust control per se, but when a road is graded, product is put down that helps control dust. The Road Foreman advised Mr. Doyle that in order for Town equipment to be able to maintain Audet Road, the construction vehicles currently parked near Mr. Doyle's house will need to be moved. The Road Commissioner said they will notify Mr. Doyle when grading is happening, so he can have the construction workers move their vehicles. The Road Foreman added that Audet Road was top dressed in April.

Regarding the speed of cars on the road, the Board offered to place the mobile speed sign on the road for a period of time, to at least make people aware of how fast they are going. Mr. Doyle was amenable to that idea.

Regarding, the issue of parking during the concerts and the behavior of some concert attendees, Ben M. said he will talk with the host of the concerts, Dan Whittemore.

MINUTES

- **May 16, 2023** - John R. MOVED / Ben M. SECONDED a motion to approve the minutes as presented. ***Motion passed***—4 in favor, 0 opposed, 1 abstained (Brian K.).
- **April 26, Joint Working Session** - Ben M. MOVED / Don B. SECONDED a motion to approve the minutes as presented. ***Motion passed***—3 in favor, 0 opposed, 2 abstained (Brian K. and John R.).

CORRESPONDENCE REVIEW

- Notice of county wide ARPA meeting for municipalities, June 8, 9-10:30 via Zoom. Tanya B. plans to attend.
- 2022 Audit Report from Maple Broadband
- Updated letter of credit from the bank, in regards to the Beaver Brook Development - Barbara Greenwood said it was a condition of approval by the DRB.
- Salt Report - results continue to be high
- Notice of grant opportunity - Municipal Energy Resilience Grant. Tanya B. will follow up and let the ACRPC know that Cornwall is interested in applying.

TOWN CLERK / TOWN TREASURER'S REPORT - Sue Johnson

- Sue J. advised the Board that they should meet with the new Town Clerk/Town Treasurer at the July or the August meeting, including an Executive Session to discuss salary and benefits.
- Ken Manchester has retired from the Town, after many years of service on the road crew.
- Tax collection resulted in 9 delinquent taxpayers for a total of \$35,426 owed. Sue has forwarded the list to Rodney Cadoret for collection.
- Letter regarding the 2023 Kelly Brush Ride September 9. On of the routes participants will enter and exit Cornwall at the intersection of Route 125 and Cider Mill Road, a very dangerous intersection. The organizers plan to have an officer or a flagger at that intersection. There will be a second route along Route 30 to Sperry Road to Cross Street, to West Street and to Route 125 back to Middlebury. The Select Board wishes them a safe and happy ride.
- The reconciled bank statement this month is not balanced to zero due to a human error in data entry, which was easily corrected.

ROAD COMMISSIONER'S REPORT - Steve Rheaume and Brian Kemp

- Steve R. started back to work last week
- With assistance from Weybridge, the road crew crack sealed Swamp Road, Park Hill Road, the section of South Bingham between the intersection with Park Hill Road and

the intersection with Route 74, and the Cornwall section of Lemon Fair Road.

- Cornwall did not receive a Class II paving grant this year, nor did the other towns in the same district. Will apply again in the next cycle.
- Steve R. met with Mike Mullen from Pikes and got two paving quotes - one for aprons for several roads and one for Lemon Fair Road and the apron on Ridge Road.
- Steve R. said he is highly pleased with the work of the new employee Nick.
- In response to a complaint that roadside day lilies were mowed, Steve R. said he will instruct Nick not to mow day lilies growing along the road near people's homes.
- Steve R. said he would like to change the weight permit policy, to have the Town keep the permit fees, as other towns in the county do.
- 75% of the old sand and salt shed has been demolished and the project is on track.

OLD BUSINESS

• Salt Shed Project Status Report

- Brian K. reported that most of the old building is down, rafters were salvaged, and job site is clean. Next step is the breaking out of the concrete. At that point, final measuring can be done. The project is on schedule, with the August 1 as the date for putting up the new structure.

• Brief update reports

- Town Hall Solar Project - Don B. reported that Ian Phair plans to install the panels next week.
- Town Garage Pumping Situation - John R. said that he knows where the end of the pipe is located and plans to inspect it to see if water is coming out. He has had some conversation with the State geologist and has been going through boxes for salt reports prior to 2006. Don B. said that David Allwind requested the raw data from the reports. Sue J. will scan the reports and send to Mr. Allwind.
- Town of Cornwall Website Upgrade - John R. reported that he has been in communication with the three contractors and has asked them for proposals, based on the information he sent to them about the Town's needs.
- Plan for Replacing Zoning Administrator (ZA) - There are no candidates at this time. Barbara Greenwood said that the DRB cannot function without a Zoning Administrator. The Town of Bridport is also looking for a ZA. Don B. has spoken with the Select Board Chair and will call him again to discuss options for sharing a ZA. Ben M. also suggested that Don B. contact Weybridge.
- Updating All Hazards Mitigation Plan - there has been no progress since the last meeting. Tanya B. will consult with Ben M. and then will follow up with the next step.

NEW BUSINESS

- **Planning for ARPA funding allocation process** - Tanya B. hopes to have more information to share with the Board after the ARPA meeting on June 8 regarding the planning process. In the meantime, Tanya B. will distribute a list of things to consider when reviewing applications for ARPA funds.

- **Vote on appointment Mickey Heinecken to Planning Commission** - The Planning Commission recommends the appointment of Mickey Heinecken to the Planning Commission. Mickey H. has attended some meetings and has already helped with some planning tasks. John R. MOVED / Ben M. SECONDED a motion to appoint Mickey Heinecken to the Planning Commission. The term of office is until Town Meeting in March of 2024. ***Motion passed—5 in favor, 0 opposed.***
- **Audet Road concert parking issue** - see Public Comments

OTHER BUSINESS

- **Report on conversation with the Bank of America** - Ben M. reported that he received another call about the interest rate offered by the Bank of America.
- As the first Tuesday in July is July 4th, John R. MOVED / Brian K. SECONDED a motion to re-schedule the July meeting for the following Tuesday, July 11. ***Motion passed—5 in favor, 0 opposed.***

ADJOURNMENT

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

The meeting was adjourned at 8:55 pm.

Submitted by Sharon Tierra, Secretary of the Select Board