

Approved September 19, 2023

CORNWALL SELECT BOARD

Regular Meeting

Location: via Zoom and at Town

Hall

September 5, 2023

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

ALSO PRESENT: Sue Johnson, Steve Rheaume, Mary Dodge

Recording of meeting—announced

The meeting was called to order at 7:01 pm by the Chair

QUORUM—established

General Fund and Highway Orders - signed

AGENDA - Ben M. MOVED / John R. SECONDED a motion to approve the agenda as amended with the addition of discussion of the bridge project and of the website update to Old Business. ***Motion passed***—4 in favor, 0 opposed.

NEW BUSINESS - visit with Mary Dodge, Cornwall Conservation Commission (CCC)

Mary Dodge shared some information about a new project that the Conservation Commission is undertaking and that addresses an action item in the Town Plan. The goal of this project is to make an inventory and map the habitat connectivity blocks in Cornwall and document how plants and animals use them. The project will build on the work of the 2015 Cornwall ecological inventory. The first phase of the project will examine data already at hand and will invite stakeholders such as hunters and property owners to a public forum to learn about the project and share their knowledge and experiences. Phase Two will involve verification in the field. Phase Three will be a report. Mary D. said that fundraising has begun for Phase One and the CCC hopes to begin in October of this year. The total estimated cost of this project is \$8,000-\$10,000 and includes hiring a consultant ecologist. The estimated cost for Phase One is \$1,500. Funds for the project will come from grants and private citizens, not from funds raised by taxes.

APPROVE MINUTES

August 1, 2023

Don B. MOVED / Ben M. SECONDED a motion to approve the minutes as modified, with one typo corrected and with the correction that Ben M. and Tanya B. will meet to review website options, not Don and Tanya. ***Motion passed***—4 in favor, 0 opposed

August 10, 2023 (Special Meeting)

Don B. MOVED / Ben M. SECONDED a motion to approve the minutes as presented. ***Motion passed***—3 in favor, 0 opposed, 1 abstained (John R.)

CORRESPONDENCE REVIEW

- Letter from Middlebury Regional EMS, with an invitation to attend their Board of Directors meeting and a request to sign a contract for EMS services in 2024. Ben M. will follow up to discuss this request with the EMS Director.
- Two caterers permits were approved since the last Select Board meeting. One was for an event on August 31 at Windfall Orchards and the other for a wedding on September 2.

PUBLIC COMMENTS - none

TOWN CLERK / TOWN TREASURER'S REPORT - Sue Johnson

- The Town needs Green Mountain Power to fill out paperwork before they bury electric service to a Ridge Road resident.
- September 17 is Cornwall History Day. Talks will take place from 11 am - 3 pm in various locations, including the church and DAR building. The blacksmith shop will be open as well.
- Sue J. is requesting that items for the fall newsletter be submitted by September 22.
- During Sue's month-long vacation in October, the office will be open 2 days a week. She will take care of payroll before she leaves.
- Sue J. will be absent at the September 19 Select Board meeting, as she is participating in an EMS training that night.
- Luke Jerome, member of the Fire Department, has put forth his name as a candidate for the open position of Fire Warden. After discussion, Ben M. MOVED / Don B. SECONDED a motion to appoint Luke Jerome as Cornwall's Fire Warden, pending the completion of the required paperwork. **Motion passed**—4 in favor, 0 opposed
- Sue J. reported on the status of Pleasant Hill Cemetery and Evergreen Cemetery. Dottie Ringey handed over most of the paperwork pertaining to Pleasant Hill Cemetery to Sue J. and registered her displeasure with the mowing in the cemetery this summer. Sue J. is on the Board of Evergreen Cemetery and gave the Select Board a heads up that things are changing with Evergreen as well.
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ROAD COMMISSIONER'S REPORT - Steve Rheaume

- Grants in aid project for Snake Mountain Road and Ledgemont Lane is done. Steve R. will be meeting with Addison County Regional Planning Commission to complete the paperwork.
- The road crew finally caught up with storm damage repair from the storm at the beginning of August. The most damage was on Snake Mountain Road, Ledgemont Lane, James Road, and Lemon Fair Road. After Lemon Fair Road storm damage was fixed, the road was paved by Pikes. All storm damage was reported to and assessed by the State. FEMA has still not made an emergency declaration for Addison County.
- Now that storm damage repair is done, mowing and grading is resuming.

OLD BUSINESS

- **Salt Shed Project Status Report** - the project is almost complete, the roof tarp is in place, and the divider wall is the next step. Ben M. commended all who worked on this project for it being on time and on budget.
- **Brief update reports**
 - Cornwall School Tents - the two tents will be picked up by the Fire Department on September 17, will be stored at the West Cornwall Fire Station and will be available for other uses by Town groups.
 - Town Garage Pumping - John R. gave the file box of historical documents to Don B. Sue J. scanned the documents and sent to Dave Allwine at Stantec.
 - Updating Local Hazard Mitigation Plan (LHMP) - Tanya B. signed the paperwork accepting the award of \$8,362 from the Building Resilient and Infrastructure and Communities program. The 20% match from the Town can be in time spent and/or funds. Next step is an RFP.
 - Update on Bridge Project - Details on options have been clarified. If Cornwall and Salisbury want a one lane bridge, the design has to be a replacement wooden covered bridge. Any other design would need to be two lanes. The State will cover 100% of the the construction cost of a replacement wooden covered bridge and also fire suppression is a covered cost.
 - Town of Cornwall website upgrade - John R., Tanya B. and Ben M. will meet to discuss the 3 bids.

NEW BUSINESS - continued

Discussion of purchase/lease of a grader through the Capital Fund

After considering options, the Road Foreman has chosen a 225 HP, 622G all wheel drive John Deere grader for purchase outright with capital funds. It comes with a wing, snow tires, scarifier, hydraulics to the back, and an extended 7 year warrantee. The Road Commissioner is supportive of this choice and the Capital Fund Committee has been informed. The cost is \$327,800 with the trade-in of the current grader.

OTHER BUSINESS -

Voter List Purge -Sue J. said that during off-election years, the Cornwall Board of Civil Authority conducts a purge of the voter checklist. Challenge letters will be sent to determine if people on the list who have been inactive, may have moved or have died.

ARPA Funds Planning - Ben M. , Don B. and Tanya B. met to formalize the process for reviewing and allocating ARPA funds. This subcommittee will continue to meet at least once a month to review requests. The list of criteria will be publicized. There will not be an

application required beyond a written specific request. The full Board will be making the decisions.

EXECUTIVE SESSION

Ben M. MOVED / Don B. SECONDED a motion that premature general public knowledge regarding confidential employee matters would clearly put the Town and the employee at a disadvantage. ***Motion passed*** - 4 in favor, 0 opposed.

Ben M. MOVED / Don B. SECONDED a motion to go into Executive Session to discuss confidential employee matters. ***Motion passed*** - 4 in favor, 0 opposed.

The Board went into Executive Session at 9:19 pm. The Board came out of Executive Session at 9:39 pm.

ADJOURNMENT

Ben M. MOVED / Don B. SECONDED a motion to adjourn the meeting. ***Motion passed—*** 4 in favor, 0 opposed.

The meeting was adjourned at 9:40 pm.

Submitted by Sharon Tierra, Secretary of the Select Board