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## **CORNWALL SELECT BOARD**

Regular Meeting

Location: via Zoom and at Town

Hall

February 20, 2024

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

**ALSO PRESENT:** Sue Johnson, Steve Rheaume, Stan Grzyb, Anna Burns, Caroline Mellish

Recording of meeting—announced

**QUORUM**—established

### **CAPITAL COMMITTEE PUBLIC HEARING**

The Capital Committee Public Hearing was called to order at 7:02 pm by the Select Board Chair.

Three members of the Capital Committee are present: Sue Johnson, Steve Rheaume, and Brian Kemp. Sue J. said that the Capital Plan and Budget continues to work well to provide sufficient funds needed to replace equipment and maintain buildings while preventing spikes in the tax rate from year to year. She described line items in the highway capital budget and said it is in good shape overall. Brian K. said that he and Ben Wood have been working on an RFP for an expansion to the current Town Garage, to see if an expansion is feasible, and will publish the RFP in the newspaper first. Sue J. reported that the Capital Plan and Budget was approved prior to this hearing.

Ben M. MOVED / Don B. SECONDED a motion to close the hearing.

***Motion passed***—5 in favor, 0 opposed. The hearing was closed at 7:09 pm.

### **REGULAR SELECT BOARD MEETING**

The meeting was called to order at 7:09 pm by the Chair.

General Fund and Highway Orders - signed

**AGENDA** -Brian K. MOVED / Don B. SECONDED a motion to approve the agenda as modified, by moving New Business visits to the top of the agenda.

***Motion passed***—5 in favor, 0 opposed.

### **NEW BUSINESS VISITS:**

- **Consider Anna Burns to fill alternate position to represent Cornwall on the Regional Planning Commission**

Anna Burns described her background and interest in representing Cornwall on the Addison County Regional Planning Commission (ACRPC). Sue J. clarified that Cornwall has two delegates to ACRPC and one of those positions is open, if she would be interested in that position, rather than an alternate position. Anna said yes she would like to be a delegate. Ben M. MOVED / Don B. SECONDED a motion to appoint Anna Burns as a delegate to the ACRPC.

***Motion passed—5 in favor, 0 opposed.***

• **Potential visit from potential Auditor (to replace Shawn Fetteroff)**

Caroline Mellish described her background and interest in serving as a volunteer Auditor in Cornwall. John R. MOVED / Brian K. SECONDED a motion to appoint Caroline Mellish as an Auditor, as of Town Meeting Day, to replace Shawn Fetteroff.

***Motion passed—5 in favor, 0 opposed.***

**APPROVE MINUTES**

- **February 6, 2024** - John R. MOVED / Brian K. SECONDED a motion to approve the minutes as amended, with the insertion of “Ian Phair” as the person Tanya B. will invite to the next meeting regarding the solar array. ***Motion passed—5 in favor, 0 opposed.***

**CORRESPONDENCE REVIEW**

Email from Stan Grzyb regarding the CORA project - see OLD BUSINESS item below

**PUBLIC COMMENTS** - none

**TOWN CLERK / TOWN TREASURER’S REPORT** - Sue Johnson

- Sue reported that this is her last official Select Board meeting before her retirement.
- Laura Fetteroff and Sue J. sent out 500 special Town Meeting newsletters, one per household.
- Paperwork is filled and ready for the appointment of Town Clerk and Assistant Town Clerk in March.
- On March 1 Laura and Sue will set up the room for elections.
- All requests for early voting ballots have been sent out.
- Brian K. said he will assist by going to Middlebury to count the county wide ballots.
- John R. and Tanya B. said they are available to help on voting day.
- Sue said there will be a training session for election helpers on Friday February 23 at 11 am at the Town Hall.
- 17 year olds who will be 18 by election day in November can vote in the March Presidential primary only.

**ROAD COMMISSIONER’S REPORT** - Steve Rheaume and Brian Kemp

- Steve reported that Andrew Menkart was able to come during the last small snowstorm

to drive and plowing training, and did very well.

- Crew has been building the frame for the roller that attaches to the grader.
- Crew has been hauling gravel.
- A little less than half of the sand remains and quantity is salt is OK for the remaining season.
- Steve’s vacation begins on March 2 and he will be back to work on March 13.

## OLD BUSINESS

### • Report and Recommendations from the ARPA Subcommittee

The Board heard from and discussed with the ARPA subcommittee the requests received, requests recommended for approval today, and the remaining requests.

Brian K. MOVED / Don B. SECONDED a motion to approve the following recommendations by the ARPA subcommittee:

John Graham Shelter (updated proposal)	\$5,00
Cornwall Town Website Redesign	\$15,00
Cornwall Garage Design work	\$25,00
Culverts Inventory	\$10,00

***Motion passed—5 in favor, 0 opposed.***

### • Report from Website Committee

The website committee (John R., Ben M., Tanya B. and Marge Young) met recently. John R. said that Marge Y. brings her experience with project management to the table, and is helping establish a rational, transparent process for the website re-design. Next step: a survey of town boards and commissions to identify what each group needs from the website.

### • Consider CORA Budget and Workplan

Stan Grzyb informed the Board that the RFP has now been modified to include a site plan and survey. The money the Board allocated at the last meeting for CORA will not be used. Rather, CORA may come back with a new request, once the cost of the survey and site plan is known. Stan G. added that CORA is applying to AARP for a grant for the ADA compliant walking trail.

### • Consider Appropriations Request from MREMS

Ben M. reported that MREMS received feedback from several towns and as a result, will make their request for appropriations as a year by year process, by October, in time for towns to consider as they work on annual budgets.

### • Future of LFICD

The future of the Lemon Fair Insect Control District continue to be up in the air. Brian K. will reach out to a contact he has with one of the other member towns.

- **Brief Update Reports**

- Update on Updating Local Hazard Mitigation Plan (LHMP) - Sue J., Laura F. and Tanya B. sent out the RFPs.
- Sheriff Department Rate and Patrol Hours - no update today
- Energy Assessment of Town Hall and Town Garage - has been done.

## **OTHER BUSINESS**

- After Sue J. left the meeting, the Board discussed an appropriate gift for her, on the occasion of her retirement.
- John R. MOVED / Brian K. SECONDED a motion to publicly thank Ben Marks for his 10 years of service on the Cornwall Select Board. ***Motion passed—4 in favor, 0 opposed, 1 abstained (Ben M.).***

## **ADJOURNMENT**

John R. MOVED / Don B. 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