

Approved February 20, 2024

CORNWALL SELECT BOARD

Regular Meeting

Location: via Zoom and at Town

Hall

February 6, 2024

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

ALSO PRESENT: Sue Johnson, Steve Rheume, Laurie Groves, Meg Harris, Stan Grzyb, Paul Vaczy

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

Reconciled Bank Statement - reviewed

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

NEW BUSINESS VISITS:

• CORA permitting update

Stan Grzyb spoke with the Board about permitting issues, progress regarding the Better Places grant, financial management matters, and next steps for the CORA project.

Stan said authorities have determined that the CORA project does not need an endangered species permit, a wastewater permit, a stormwater permit, nor a permit from the Zoning Administrator. The ZA said that the CORA project does need to make application to the Development Review Board (DRB) and will need a site plan and survey to go with the application.

Maddison Shropshire from the Addison County Regional Planning Commission has been assisting the CORA committee with RFPs, and an RFP for the survey has been drafted by Maddison to be sent to 3 local surveying companies. Each of the companies has indicated that the cost of the survey will be around \$4,000.

ANR maps show a wetland on the border of the property. If the survey results confirm this wetland, Stan said the plan for the trail can be modified, so that the required 50 foot buffer from the wetland is maintained. Stan said that a wetlands permit will probably not be required. The survey will also help resolve issues of ingress to the CORA project, whether the route needs to cross the school parking lot or can just use the road.

Stan said that the CORA committee has been advised that they need to obtain additional private funding as soon as possible. The CORA committee has a plan to mail fundraising materials to everyone in Cornwall and have a quote of \$800.00 for the printing. Sufficient private funding will make the project eligible for the Better Places grant. They have been advised that they need to be awarded the Better Places grant before the funds for this grant run out.

Stan asked the Board for guidance on how to handle expense approvals, as the Town is the fiscal agent of the CORA project, the project is on Town land, and the Town's purchase policy must be followed. Donations to CORA are considered restricted gifts to the Town.

After discussion of anticipated CORA expenses over \$500 in the next few weeks, Ben M. MOVED / John R. SECONDED a motion that the Select Board approve the expense of \$800 for printing of direct mail material for CORA fundraising and further that the Select Board approve expenses up to \$5,000 from funds specifically donated to support CORA, to pay for surveying, subject to successful bid by up to 3 surveying companies.

Motion passed—5 in favor, 0 opposed.

Tanya B. said the Board would like to review the RFP and she plans on adding it to the agenda of the next meeting in February, with a possible vote on Phase 1 expenditures for the CORA project.

• **Paul Vaczy, Salisbury Select Board Vice-Chair, to discuss possible joint-Town appointments**

Paul V. said that he has already spoken with the Town of Leicester and now wants to talk with the Town of Cornwall about the challenges of finding people to serve in municipal positions and the types of positions that could be shared by two or more neighboring towns. Paul listed Zoning Administrator (ZA), Animal Control Officer, Town Health Officer, Treasurer, Development Review Board member, and Tax Collector as examples of positions that could be shared. He added that the Town of Salisbury is currently in need of a Town Health Officer. The Board replied that the Town of Cornwall is currently sharing the position of ZA, Animal Control Officer, and Treasurer with other towns. Regarding the need for a Town Health Officer in Salisbury, the Board said that Paul V. could certainly contact Cornwall's Health Officer to see if he might be interested in a shared position.

APPROVE MINUTES

- **January 16, 2024** - Ben M. MOVED / Don B. SECONDED a motion to approve the minutes as amended, with the correct name of the person (Jean T.) who stated that Gary Barnett is in support of using the mini grant for CEAC services . **Motion passed**—5 in favor, 0 opposed.
- **January 30, 2024**, Special Meeting - Ben M. MOVED / Don B. SECONDED a motion to approve the minutes as distributed. **Motion passed**—5 in favor, 0 opposed.

CORRESPONDENCE REVIEW

- Letter and invoice from Ian Phair (see Old Business for discussion)

- Letter from Jean Terwilliger (see Old Business for discussion)
- Letter from Town of Grand Isle asking how Cornwall decided to change the positions of Town Clerk and Town Treasurer from an elected to appointed and why. This change was approved by the voters, for the purpose of widening the field of candidates. Appointed Town Clerk and Town Treasurer positions do not require Cornwall residency.
- Information about litigation in which the Town is not participating.

PUBLIC COMMENTS - Laurie Groves has come to the meeting because of the agenda item about the pumping at the Town Garage and Water Tests (see Old Business for the discussion of this issue with Laurie Groves).

TOWN CLERK / TOWN TREASURER'S REPORT - Sue Johnson

- Sue J. presented the Town Meeting Warning for the Board to sign.
- Sue presented the Certificate of Highway Mileage for the Board to sign.
- Nicholas Gill came in last Thursday to train with Sue on some financial tasks and has signed all the paperwork to get his name on the Town accounts.
- Laura Fetterolf has been working in the Town Office every Friday for the past month.
- Sue and Laura will send out requested early ballots this week.
- Sue J., Ian Gill, Nicholas Gill, Laura F. and Tanya B. have met to work out the logistics of the transition. The schedule for Nicholas is that he will be in the Town Office on Mondays. Laura's schedule will overlap with Nicholas' on Monday mornings. Sue J. added that an extra desk will be needed.

ROAD COMMISSIONER'S REPORT - Steve Rheume and Brian Kemp

- Road crew has been fixing potholes using the loader.
- The wing on the grader was installed by United.
- Steve said he has started training Andrew Menkart.
- During Steve's vacation, Nick can make decisions about when and what to plow and sand.
- Steve reported that he sent quotes to the ARPA subcommittee to consider, for 5 culverts at a total cost of \$10,047. Having some culverts in inventory will save the Town money.

OLD BUSINESS

- **Town Clerk and Treasurer update** - see Town Clerk's Report
- **CEAC Request for MERP Small Grant** - Tanya said that she reached out to Gary Barnett but she has not heard back from him yet. After discussion, Ben M. MOVED / John R. SECONDED the motion that the Select Board go forward in applying for the mini grant and plan to allocate the grant funds to CEAC and their plan to mitigate fossil fuel emissions in our county. **Motion passed—5 in favor, 0 opposed.**

- **Discussion of monthly payment for solar array** - Sue J, Don B. and Ben M. received a letter and an invoice for a monthly payment of \$400 for the solar array. Sue will set up an ACH for this monthly fee. Tanya will invite Ian Phair to the next meeting to explain the financial details of the solar array agreement and Sue J. will invite Nicholas Gill to attend this meeting also. Ben M. suggested that the solar array agreement be reviewed annually, as over time there will be new and different Select Board members.
- **Brief Update Reports**
 - **ARPA Subcommittee** - met with representatives of the John Graham Shelter and Maple Broadband. The subcommittee meets again next week and expects to have some recommendations to present at the next Select Board meeting.
 - **Town Garage Pumping and Water Tests** - the Board described the 35-year history of the pumping of the well water at the Town Garage and testing for sodium and chloride, discussed the continuing issue and recent findings with Laurie Groves, and assured him that the Town has no plan to stop pumping or testing.
 - **Update on Updating Local Hazard Mitigation Plan (LHMP)** - no update today
 - **Update on 911 issues at Hornbeam Hill Road** - Tanya reported that she met with Kate Gieges to discuss the matter. Apparently the data on the Vermont 911 map is correct and the data is correct on Google maps as well. According to Kate G the data is incorrect on the Tomtom maps used for some navigation apps. Tanya said she gained more understanding of just how much work the 911 Coordinator position entails and raised the question of how the Town could provide compensation. The Board discussed the continued confusion of drivers at 3102 West Street, and it was suggested that a sign on the gate telling drivers that there is no access to Hornbill Hill Road from West Street and directing them to Route 125 for access to Hornbeam Hill Road.

NEW BUSINESS

- **Discuss Sheriff Department Rate and Patrol Hours** - the rates have increased to \$41.00 for the hourly rate and \$1.00 for the mileage rate.
- **(Total) Solar Eclipse Information from Vermont Emergency Management** - Vermont Emergency Management is letting municipalities know that 50,000 - 200,000 visitors to northern Vermont are expected because of the total solar eclipse on April 8.
- **Mileage Certificate** - there was no change in the number of miles of Town roads, and the certificate was signed by the Board.

- **Other Business** - Brian Kemp reported that the Capital Committee has been discussing the Town Garage.
- **Other Business** - Tanya B. reported that Sue J. was on T.V., being interviewed by Lauren Granada of NBC 5 News, for news brief called This is Our Home: Cornwall. Sue stood in front of the mural on the second floor of the Town Hall for the interview.

ADJOURNMENT

John R. MOVED / Ben M. SECONDED a motion to adjourn the meeting. ***Motion passed—5 in favor, 0 opposed.***

The meeting was adjourned at 9:15 pm.

Submitted by Sharon Tierra, Secretary of the Select Board