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CORNWALL SELECT BOARD

Regular Meeting

Location: via Zoom and at Town

Hall

April 2, 2024

MEMBERS PRESENT: Tanya Byker, Don Burns, Brian Kemp, Shawn Fetterolf

ALSO PRESENT: Laura Fetterolf, Anna Burns

Recording of meeting—announced

The Meeting was called to order by the Chair at 7:00 pm.

QUORUM—established

AGENDA - Don B. MOVED / Brian K. SECONDED a motion to approve the agenda as amended, with visit from Justice of the Peace candidate and Summary of Solar Lease Agreement deleted, and tabled for a later date.

Motion passed—4 in favor, 0 opposed.

MINUTES - March 19, 2024

Don B. MOVED / Brian K. SECONDED a motion to approve the minutes as amended, with correct spelling of Shawn and Laura's last name: Fetterolf

Motion passed—4 in favor, 0 opposed.

General Fund and Highway Orders - signed

Reconciled Bank Statement - not yet available

CORRESPONDENCE REVIEW

- Notice from the Vermont Department of Fish and Wildlife concerning the Department's acquisition of 111 acres in Cornwall and Bridport from the Gortons. Closing was March 29, 2024.
- Letter from Norman Cohen regarding the Vermont Declaration of Inclusion. He would like to come and speak about it. Tanya will add this to a future agenda.
- Re-appointment paperwork of representation from Cornwall to the Addison County Solid Waste Management District that needs Select Board signature. Tanya B. is signing.
- Letter from Magna Dodge who is stepping away as a Maple Broadband representative. Magna D. is recommending a Cornwall citizen to replace her. Tanya will follow up with this person.

- Message from Attorney Benj Putnam regarding the Burton tax appeal decision. The final order of the court upheld the Listers' decision. Now the Burtons have appealed and a Supreme Court case has been assigned.

PUBLIC COMMENTS - none

TOWN CLERK - Laura Fetterolf

- Laura F. and Nick G. are having to share the one sluggish computer on the day they are both in the office. Nick's computer has still not arrived and the order for Laura's new computer is in process. Laura is after the company to speed things up.
- The emergency phone list posted on the front door needs updating. Brian K., Tanya B., Don B., and Shawn F. gave permission for their phone numbers to be listed there.
- Town Clerk and Town Treasurer will be transitioning to new email addresses: @cornwallvt.com. Laura will add news of this change to the next town newsletter.
- Laura reminded the Select Board to email her if she needs to do something discussed at a meeting where she was not present.
- There have been issues with the after school program that uses the second floor of the Town Hall, with negative impacts on conducting the business of the Town. Laura notified Chris Kramer, who is seeking a solution, such as increased adult supervision. Clear boundaries need to be set, for example, regarding the use of the bathrooms.
- It has come to Laura's attention that the bathroom near the library does not have a key. Brian K. will follow up to obtain one, in case someone locks themselves in or has a medical emergency.

TOWN TREASURER'S REPORT - Nicholas Gill - no report today.

ROAD COMMISSIONER'S REPORT - Brian Kemp

- Another snow storm is predicted at the end of the week. Once the roads dry out again, grading can be done.
- Road crew managed the last snow storm well and no additional help was needed.
- Brian attended the recent TAC meeting and spoke up in protest when the VTrans representative said that work on Route 125 is in the scoping phase and was being scheduled for 8-10 years out. There are 4 other projects in the Middlebury area in the scoping phase, scheduled to begin sooner. Brian, and others in the meeting, advocated that the work on Route 25 be done in stages, with the first phase starting much sooner, as the proposed work addresses critical safety issues. Brian said that the VTrans rep heard their strong concerns, is going back to talk with others in the department, and will return to the next TAC meeting with more information. Also, once these projects are in the design phase, there will be public hearings.
- The scope of work for the Town Garage has been published in the Addison Independent and will run for a total of 3 weeks.

OLD BUSINESS

• **Report and Recommendations from the ARPA Subcommittee**

The ARPA subcommittee of 3 members - Tanya B., Don B., and Ben Marks met twice since the last Select Board meeting to review requests, including the following:

- **Housing Study:** Anna Burns, as a member of the Housing working group of the Planning Commission, told the Board that the housing study project has been awarded \$5,000 from the Addison County Regional Planning Commission (ACRPC). This has allowed the project to commence. What is still needed are funds in the amount of \$7,500 to pay for a second intern. The project is to be completed by the end of September and will include a report.

After discussion, Shawn F. MOVED / Brian K. SECONDED a motion to allocate \$7,500 in ARPA funds to the housing study project for the purpose of hiring an intern from Middlebury College. **Motion passed—4 in favor, 0 opposed.** Anna was advised to be in touch with the Town Treasurer to access the funds.

- **Well Drilling** - After review of the Fire Department's request for \$15,000 in ARPA funds, it was determined that this is the cost for drilling only and the Fire Department has or can obtain other funds for the pumping equipment. Brian K. MOVED / Don B. SECONDED a motion to allocate \$15,000 in ARPA funds to the Fire Department to drill a well at the Fire Station in West Cornwall. **Motion passed—4 in favor, 0 opposed.**
- **Trees on Town Green** - Don B. said he has been working with the Noordsys Stu Johnson, and Joan Lynch to develop a plan to replace a number of trees on the Town Green. The plan is to purchase and plant 4 oak trees, 1 sugar maple and 3 flowering trees. Don will return with a formal proposal, once the plan is finalized. Estimate is \$10,000.

• **Discuss Survey and Engineering Work for CORA Project**

With assistance in the bidding process from ACRPC, the CORA committee received 3 bids and selected the winning bidder, Barnard & Gervais. The scope of work is a boundary survey, topographic survey and site plan. After discussion, Don B. MOVED / Brian K. SECONDED a motion to authorize Tanya B. to sign the contract with Barnard & Gervais for this work. **Motion passed** - 4 in favor, 0 opposed.

Recent concerns about the project made by the School Principal were discussed and will be followed up.

- **CLA Tax Appeal Response** - The Vermont Department of Taxes denied the appeal made by the Listers on all four properties appealed. Tod Kincaid recommends that the Town accept this ruling and sign the paperwork stating acceptance. After discussion, Don B. MOVED / Shawn F. SECONDED a motion to authorize Tanya B. to sign the paperwork accepting the ruling. **Motion passed** - 4 in favor, 0 opposed.

NEW BUSINESS

Consider Bids for updating the Local Hazard Mitigation Plan

Three bids were received:

1. ACRPC
2. Seam Solutions
3. Chloeta

Tanya B. will send out the bids for the Board to review, with decision to be made at the next meeting.

OTHER BUSINESS

A need to re-evaluate the Purchase Policy has been identified. Tanya B. plans to add the matter to the agenda of a future meeting.

EXECUTIVE SESSION

Brian K. MOVED / Don B. SECONDED a motion that premature general public knowledge regarding matters of confidential attorney - client privilege would clearly put the Town at a disadvantage. ***Motion passed*** - 4 in favor, 0 opposed.

Brian K. MOVED / Don B. SECONDED a motion to go into Executive Session to discuss matters concerning attorney - client privilege. ***Motion passed*** - 4 in favor, 0 opposed.

The Board went into Executive Session at 8:29 pm. The Board came out of Executive Session at 8:37pm. No decisions were made.

ADJOURNMENT

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

The meeting was adjourned at 8:37 pm.

Submitted by Sharon Tierra, Secretary of the Select Board