

DRAFT

DRAFT

DRAFT

CORNWALL SELECT BOARD

Regular Meeting

Location: via Zoom and at Town

Hall

June 4, 2024

MEMBERS PRESENT: Tanya Byker, Don Burns, John Roberts

ALSO PRESENT: Sue Johnson Steve Rheaume, Rob Gill, Brian Gill, Chris Kramer

Recording of meeting—announced

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

QUORUM—established

AGENDA - John R. MOVED / Tanya B. SECONDED a motion to approve the agenda as presented. ***Motion passed***—3 in favor, 0 opposed.

MINUTES - May 21, 2024

John R. MOVED / Tanya B. SECONDED a motion to approve the minutes as presented. ***Motion passed***—3 in favor, 0 opposed

General Fund and Highway Orders - signed

Reconciled Bank Statement - reviewed

NEW BUSINESS VISITS

- **Chris Kramer, After School Coordinator from Friends of Cornwall School, (FOCS)** talked with the Board about plans for a collaboration between FOCS's after school program with the regulated after school program in Shoreham run by Rebecca Carr, called Ark Childcare. Chris K. asked the Board for permission for the licenser and Fire Marshall to come in to inspect the second floor of the Town Hall and first floor bathrooms to see if the space meets licensing requirements. If the space is approved, and the collaboration goes forward, Rebecca Carr would be the administrator of Cornwall's program, Cornwall families would have access to State subsidy funding, Town funding would continue to be used for enrichment programming for Cornwall students, and the Town Hall would continue to be used only for Cornwall students. Chris K. added that the plan also includes staff in Cornwall who would be hired and supervised by the administrator, and that the plan also includes a 5 pm ending time, for the benefit of working parents.
- **Rob Gill, regarding property adjacent to CORA**

Rob Gill and Brian Gill spoke with the Board about what the recent survey showed about the Gill property that is adjacent to the land owned by the Town to be developed for use as an outdoor recreation center. The survey showed that their mound system was constructed very close to the property line and that the curtain drain encroaches and is actually over the boundary line. They seek to rectify this septic issue and also seek a right of way so that a tractor can access their land for mowing and managing their land. The Board asked the Gills to come back with a definite plan drawn on a map. After input from CORA, discussion will continue.

CORRESPONDENCE REVIEW

- Email from Jeff Noordsy saying that he and Holly would like to donate a large blue spruce tree to be planted on the Town Green.
- Email from Peter McCormick with a request regarding dust control at the Foote Farm development. After discussion, Board members attending this meeting are OK with granting this request. Steve R. will discuss the issue with Brian K. and get back to Peter McC.
- Letter from Elizabeth Karnes Keefe regarding excessive speed and dangerous driving in West Cornwall, particularly in the area of the intersection of Route 74 and South and North Bingham Streets. Local residents have long been concerned about traffic issues in this area and are frustrated with the lack of a solution. Elizabeth K. said that most of the problems occur in the evening, when law enforcement patrols are never present. The Select Board is very sympathetic with the residents concerns, but have little authority to take action regarding a State road, beyond asking for another traffic study. Tanya B. will follow up with the DOT and request another study. During the discussion, it was also noted that, while Cornwall can put an electronic speed sign on a State road, permission must be applied for and State rules must be followed. One of the rules is that the speed sign can only be put up when the speed limit is being reduced from 50 mph down to 35 mph.

PUBLIC COMMENTS - none

TOWN CLERK - Laura Fetterolf's report below was read by Sue Johnson

Jackman/Heat Pump update:

Playing phone tag with Becky at Dennis Newton, so I do not have a replacement cost for comparison as of yet. I have several emails out to other companies, but have not heard back yet. Jackman's says the part to repair it is still backordered.

Records retention of Cloud Recordings:

Per Shawn's suggestion, I researched to see if Zoom will automate a transcript – it will, but only if that option has been selected before the meeting starts. There may be 3rd part apps or programs that will do it – I have not had time to research or vet of any of those, but will do so when I get back.

Dog Licensing

After further investigation, the NEMRC dog licensing module does not coordinate the information in a way that seems helpful, so I am creating an Excel database for the licensing instead – this is how many towns digitize their dog licensing. The database will record the owner & dog information, as well as make it possible to print out the license directly – no need to hand write the paper licenses next year! This will greatly streamline the workflow, once I get all the information input to the spreadsheet.

Help with Outdoor Bulletin Board

The highway department came through and fixed the doors so they are hinged on the edges, not on the top – but now the nut that holds the doors closed won't pass through the hole in the plexiglass, so the doors can't open. It looks like the best option is to rout out a little more of the pass-through, as the nut is already screwed in fairly close to the edge of the wood frame.

I will be out through the end of June, back in the office on July 3rd. Sue will be covering!

Sue J. added that it has been discovered that Vermont League of Cities and Towns cannot insure anything that is not owned by the Town. However, the solar contract states that the Town will insure the solar panels, which are not owned by the Town at this time. The solution proposed by the Board is that the panel's owner get the insurance, and the Town then reimburse.

TOWN TREASURER'S REPORT - no report today

ROAD COMMISSIONER'S REPORT - Steve Rheaume

- Tanya B. and Steve R. met to discuss the 3 quotes he got for electronic signs, including a quote for 2 signs for \$6,800 - the same type the Town purchased before.
- Road crew did work on the Town Green cutting down trees, digging the stumps up, dressing the removal areas and planting grass seed.
- Ditching is almost complete on Robbins Road, and new culvert installed. More roads are planned for ditching. Cornwall has the use of the shared excavator for the month of June.
- Nick will be on vacation for one week in June.

OLD BUSINESS

- **Report and Recommendations from the ARPA Subcommittee** - tabled until July meeting
- **Update from Website Subcommittee.: Review/Approve RFP** - tabled until July meeting
- **(Potential) Discussion of Potential Revisions to Town Purchasing Policy** - tabled

until July meeting

OTHER BUSINESS

- **Town Green Project update** - Steve R., Nick and Stu J. removed the trees, leveled and dressed the ground, and planted grass seed. Green Mountain Power will be taking out the Norway Maples, and have been told that they need to be removed by mid-June. Horsford Nursery will be coming July 2-3 to put in the new trees. Tanya B. said that she has been in touch with the Holly and Jeff Noordsy to thank them for their donation of the blue spruce.

- **Request to Cater Permit and Second Class Liquor License application**

Received two requests:

1. from Tourterelle Restaurant to cater a wedding reception at 519 Robbins Road on August 3, 2024.
2. from Sunrise Orchards to apply for a second class license from the Division of Liquor Control for the farm stand at 1387 North Bingham Street.

The Board is in approval of these two requests to be sent to the Liquor Control Board for approval.

ADJOURNMENT

John R. MOVED / Don B. SECONDED a motion to adjourn the meeting. No quorum is now present. The two members remaining agreed to adjourn the meeting.

The meeting was adjourned at 8:17 pm.

Submitted by Sharon Tierra, Secretary of the Select Board