

DRAFT

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CORNWALL SELECT BOARD

Regular Meeting

Location: via Zoom and at Town Hall

November 19, 2024

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

ALSO PRESENT: Laura Fetterolf, Morgan Huestis, Anne Collins, Woody Jackson,
Nicholas Gill, Meg Harris, Ben Marks

Recording of meeting—announced

The Meeting was called to order by the Chair Tanya Byker at 7:01 pm.

QUORUM—established

AGENDA - John R. MOVED / Don B. SECONDED a motion to approve the agenda
as amended, with the addition of an Executive Session at the end of the meeting.
Motion passed—5 in favor, 0 opposed.

MINUTES - November 7, 2024

Shawn F. MOVED / Brian K. SECONDED a motion to approve the minutes as
presented. ***Motion passed—5 in favor, 0 opposed.***

General Fund and Highway Orders - signed
Reconciled Bank Statement - not yet available

CORRESPONDENCE REVIEW

- Multiple residents have reached out about a troublesome neighbor. Tanya followed up with a call to Lt Mozzer from the State Police on behalf of town residents. Lt Mozzer suggested that a representative from the Select Board may wish to attend one or more of 3 pending cases.
- Communication with Addison County Regional Planning Commission (ACRPC) - The person assigned to help the Town with the update its Local Hazard Mitigation Plan (LHMP) at ACRPC has left. Andrew L'Roe will help the Town get back on track with the update.

- Communication with the school - the Principal said she is fine with having the garden beds relocated to another place off the Town property, where the students can continue to use them.

PUBLIC COMMENTS

Woody Jackson and Meg Harris spoke on behalf of CORA, to thank the Town for the support of CORA to date, and to state that the project is expected to break ground in a few weeks, depending on the weather. Phase 1 of the project includes the parking lot, conduit, walkway, courts and stormwater mitigation. Initially they were told that they did not need stormwater mitigation, but now they have been informed that it is necessary, for an estimated cost of \$73,000. Stormwater mitigation will not change the footprint on the project plan. CORA is looking to cover some of cost of stormwater mitigation by reducing other costs and to raise other funds for the rest, including applying for grants. CORA now has the funds needed to get going.

TOWN CLERK REPORT - Laura Fetterolf

- A very tall ladder and someone to climb up it is needed to replace a lightbulb that has burned up on the second floor near the stage. The work will require 2 climbs, one to remove and identify the type of bulb, and another climb to replace the bulb.
- None of the 68 write-ins for one Justice of the Peace position received the required 11 votes (1% of registered voters). There is no minimum number of Justice of the Peace positions, so no Select Board action is needed.
- One of the local organizations granted an allocation last year, has asked the Town about the procedure for increasing their request for the coming year. After discussion, all agreed to continue the policy that organizations funded in previous year, do not have to gather signatures to be on the Town Meeting Warning. It was also agreed to have each organization state if their request was the same as last year or an increase, to ask the auditors to include in the Town Meeting Warning a comparison chart of organizations requests for the previous and current year, and to encourage organizations seeking an increase to have someone at Town Meeting to explain why.
- Laura has been researching plat map storage options because the plat map storage in the vault is not sufficient. She proposes that the Town purchase a storage system from EasiFile with funds coming out of the preservation fund, at a cost of \$3,702.54 (includes file tabs, casters, and delivery), with a capacity of storing 1,000 maps and with a smaller footprint than the current system. As of the last Town Meeting, the balance in the preservation fund was \$18,072. Currently the system in the vault stores 324 maps, increasing by about 5 maps per year.

After discussion, Brian K. MOVED / John R. SECONDED a motion to approve the purchase of the aforementioned plat map storage system, at a cost of \$3,702.54.

Motion passed - 5 in favor, 0 opposed. It was pointed out that this is the first use of the new purchasing policy.

- Had a walkthrough at the Town Hall and Garage with the VLCT/PACIF Senior Control Consultant, Zander Yensan. He will be sending a report with suggestions for safety improvements. Laura is confident that between herself and Morgan H., they can address as least the Town Hall issues fairly easily.
- Don B. passed the signed amended solar agreement to Laura for her to send to VCIL/PACIF.

TOWN TREASURER REPORT - Nicholas Gill

- All property tax payments received to date have been deposited. It is too early to in the accounting process to have a list of delinquent taxpayers.
- Nicholas has reached out to external auditors concerning the timeline for Cornwall, which has apparently been pushed out to early next year.
- Nicholas will report at the next Select Board meeting on the plan to change banks. The proposed change in banks would result in significant savings due to interest income. He advises at the same time to keep a small account with the current bank.

ROAD COMMISSIONER REPORT - Brian Kemp

- Brian said he wants to discuss road crew staffing in Executive Session.
- The 38 inch culvert to be installed on Ridge Road is here. The plan is to install it next Monday, with the assistance of road crew staff from Bridport and Weybridge, due to rain in the forecast this week.
- The recent grading on Cutting Hill Road has been praised by the residents who had requested it.
- The polymer pump for chloride has not turned out to be a good choice, is not up to the task. Brian said he plans to go back to using a cast iron pump, and plans to get one in the spring.

OLD BUSINESS

• Update from ARPA Subcommittee

- Tanya B. reported that the ARPA subcommittee met again today. The subcommittee is making the following recommendations for the remaining balance of ARPA funds:

CORA Landscaping	\$25,000
DAR HVAC	\$25,000
Speed signs	\$5,000
Town Hall security	\$3,662
Middlebury Skate Park	\$5,000
Sprinkler System Architectural Assessment	\$5,000
Town Hall Bulletin Board	\$1,300
TOTAL	\$69,962

Discussion ensued, including concerns about the exclusivity, history, and financial stability of the DAR organization, recognition of the DAR building as a town fixture with the potential to add to the enrichment of the town center and be of benefit to the community, and relevance of the Middlebury Skate Park to Cornwall residents. Ben Marks also reported that there is a mechanism to recover some of the funds allocated to the DAR, should the organization become insolvent. Don said that he is abstaining, because he is the next door neighbor of the DAR in Cornwall.

John R. MOVED / Brian K. SECONDED the motion to approve the recommendations of the ARPA subcommittee. **Motion passed** - 3 in favor, 0 opposed, 2 abstained (Don and Shawn).

• **Consider endorsement of VT 125 Scoping Study (further discussion)**

Tanya said that she spoke with Taylor Sisson, VTrans Project Manager of the VT Route 125 project with the Town’s concern that the work is not prioritized. Sisson said that at the next meeting, they will add language to address the priorities advocated by Cornwall. If the Town does not endorse this project, it will not happen. Once the priorities language is added, Tanya will sign on behalf of the Town. Regarding the plan for an alternative path, funding would need to come from a municipal grant, endorsed by Middlebury College. Tanya will follow up and Brian will reach out to his contact person at the college.

NEW BUSINESS

Preliminary discussion of the budget for FY 2025/26.

After a brief discussion, Nicholas said he plans to bring the budget to the next meeting in a different and more useable format.

OTHER BUSINESS

- Anne Collins expressed appreciation on behalf of the DAR for the ARPA funding and added that they are working to earn the trust of the Town and its residents.
- Anne C. said that the Cemetery Commission would like to meet with the Select Board in 2025, to discuss changes in the number of cemeteries coming under the management of the Town, and the need for guidelines on what is permitted and not permitted in town cemeteries.

EXECUTIVE SESSION

Brian K. MOVED / John R. SECONDED a motion that premature general public knowledge regarding non-public information concerning staffing issues would clearly put the Town at a disadvantage. ***Motion passed*** - 5 in favor, 0 opposed.

Brian K. MOVED / John SECONDED a motion to go into Executive Session to discuss non-public information about staffing issues. ***Motion passed*** - 5 in favor, 0 opposed.

The Board went into Executive Session at 8:45 pm and came out at 9:45pm. No decisions were made.

ADJOURNMENT

Shawn F. MOVED / Don B. SECONDED the motion to adjourn the meeting. ***Motion passed*** - 5 in favor, 0 opposed.

The meeting was adjourned at 9:45 pm.

Submitted by Sharon Tierra, Secretary of the Select Board