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Approved _____ 2025

CORNWALL SELECT BOARD

Regular Meeting

Location: via Zoom and at Town Hall

January 7, 2025

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

ALSO PRESENT: Rodney Cadoret, Laura Fetterolf, Nicholas Gill, Morgan Huestis, Sue Johnson

Recording of meeting begun—7:07pm

The Meeting was called to order by the Select Board Chair Tanya Byker at 7:06 pm.

QUORUM—established

AGENDA—John R. MOVED, Brian K. SECONDED, that the Board approve the Agenda as presented. **Motion passed—5 in favor, 0 opposed.**

MINUTES—December 17, 2024

John R. MOVED, Don B. SECONDED, that the Board approve the Minutes of December 17 as presented. **Motion passed—5 in favor, 0 opposed.**

General Fund and Highway Orders—signed

Reconciled Bank Statement—none

CORRESPONDENCE REVIEW

- **2024 Equalization Study Results**—CLA may not reflect newest assessment; Cornwall is not in alignment with what the State considers 'fair market' value
- **Drinking Water Report**—Due to State lab errors the samples for the last two quarters were tested for iron and chloride rather than sodium and chloride. Board must annually sign and upload the report, indicating the values found and number of gallons per day.

PUBLIC COMMENTS

- **Position of Delinquent Tax Collector**—Rodney Cadoret informed the Board that, after 40 years, the time has come for him to turn the job over to a new Collector. He will not seek another term.
- **Delinquent Tax Collector**—Rodney initiated discussion regarding several properties whose owners were delinquent with property tax payments. There are three properties of particular concern on the list. The current delinquent taxes amount is ±\$57,000 plus interest and collector fees. Discussion included when to turn over to Town Attorney. Board agreed it would be better to wait until after Town Meeting and after a new Delinquent Tax Collector is found.

TOWN CLERK REPORT—Laura Fetterolf

- **Town Meeting**—Board and Committee reports, and finalized Articles, are due by end-of-day January 17. Laura noted that among the Articles is one regarding the change of PC positions from elected to appointed. Also, that David Anderson will not run for Trustee of Public Funds again. There will be several appointments needed after the elections.
- **Vault**—The door lock has been changed from a spinner to a keypad. Quotes and details for building door locks are pending.
- **Bulletin-Board**—The new board, to replace the bulletin board outside the Town Office, has arrived and will be installed shortly.
- **WiFi**—The current "Cornwall WiFi" hot spot was installed by the State during the COVID period and is no longer working properly. The router is old and is not accessible, State's response has been slow. Maple Broadband will provide a commercial-grade router within the next week.

TOWN TREASURER REPORT—Nicholas Gill

- **National Bank of Middlebury vs MNT Bank Comparison**—The NBM has responded to Nicholas , enabling the following comparison:
 - NBM operating funds expense would be ±\$37,000 less than MNT's \$80,000;
 - NBM interest on checking account would be 2% (up from .35%) vs MNT's 3.4%
 - MNT gives access to Treasury bonds with higher interest rates
- Nicholas suggested the funds be split between the two banks, keeping the operating funds with the National Bank of Middlebury and the bulk of the remainder with MNT. Actual percentages of the split

could be decided at a later date. He would like to open an MNT account now and transfer funds to it later pending final decision on the percentages split.

- Brian K. MOVED, Shawn F. SECONDED, that the Board approve having the Town Treasurer open an account with MNT for the future potential transfer of funds. **Motion passed—5 in favor, 0 opposed.**

ROAD COMMISSIONER REPORT—Brian Kemp and Morgan Huestis

- **Ongoing:**
 - Crew has been busy with plowing, sanding, and gravel hauling.
 - They have also been filling pot holes on the gravel roads, and have cold-patched two paved spots.
- **New signs** should arrive within 4 to 6 weeks.
- **Risk Management Report**—The eye wash station installation and First Aid kit acquisitions have been completed. Morgan will send Laura applicable photos and list of completed items from Zander Yensan's VLCT risk management report for forwarding to Zander. Other list items will proceed as time permits, they were not of the same level of importance as what has been completed to-date.

OLD BUSINESS

- **Continued Discussion of Budget**—Tanya, Laura, and Nicholas met to continue line-by-line discussion of the *General Fund* and *Highway* budgets. The lack of Internet access made for difficulty, but they determined the following would be useful:
 - Adding new columns to show revenue (next year), to show the difference between budget and actual figures;
 - Break-out of categories to help track line item changes;
 - Consider moving certain items from current location in the budget to different categories, such as:
 - Lemon Fair Mosquito Control District funding move to Fixed Appropriations;
 - Dry Hydrant Funding move to Fixed Appropriations (annual appropriation to supply grants to local Fire Departments pursuant to Rural Fire Protections Task Force Program).
 - **Highway budget**—Pending final discussion and any subsequent changes:
 - Gravel price rising 5%; salt increased; equipment repairs increased;
 - Sand and remaining materials level-funded; other parts & repairs, fuel, lubricants, tools, vegetation maintenance, signs, unplanned maintenance, all level-funded.
- **Town Warning**—one more meeting before Warning is published (February 2), any questions or budget changes are due by January 16.
 - Tanya willing to write the Select Board Report, looking for suggestions as to what to include.
 - Short discussion on dedication of the Town Report.

NEW BUSINESS

- **Consider appointing**—Don B. MOVED, John R. SECONDED, to appoint Rex Chamberlain to the Conservation Committee. **Motion passed—5 in favor, 0 opposed.**

OTHER BUSINESS

- **Certificate of Highway Mileage**—Board to sign and give to Laura to submit.

EXECUTIVE SESSION

- At 8:47 pm John R. MOVED, Brian K. SECONDED, to find that, pursuant to 1 VSA 313(a)(1), premature general public knowledge concerning personnel issues would clearly put the Town at a substantial disadvantage regarding terms of any proposed employment contracts or other personnel issues. **Motion passed—5 in favor, 0 opposed.**
- John R. MOVED, Brian K. SECONDED, to take the Board into Executive Session to discuss personnel issues under the provisions of 1 VSA 313(a)(1)(B). **Motion passed—5 in favor, 0 opposed.**
- The Board exited Executive Session at ____ pm.
 - **Action—**

ADJOURNMENT

____ MOVED, _____ SECONDED, that the meeting be adjourned.. **Motion passed—5 in favor, 0 opposed.**

The meeting was adjourned at ____ pm.

Submitted by Robin Conway, Substitute Minute-Taker