

Approved February 7, 2025

CORNWALL SELECT BOARD

Regular Meeting

Location: via Zoom and at Town Hall

January 21, 2025

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

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

Recording of meeting—announced

The Meeting was called to order by the Meeting Chair Don Burns at 7:27 pm, directly following the Capital Plan and Fund meeting.

QUORUM—established

AGENDA - Shawn F. MOVED / Tanya B. SECONDED a motion to approve the agenda as presented. **Motion passed**—4 in favor, 0 opposed.

APPROVE CAPITAL BUDGET LINES FOR THE GENERAL FUND BUDGET

Don B. MOVED / Brian K. SECONDED a motion to approve the recommendations of the Capital Committee, and to add the recommended capital budget lines to the General Fund Budget FY 2025-26. **Motion passed**—3 in favor, 0 opposed, 1 abstained (John R.).

MINUTES - January 7, 2025

Brian K. MOVED / Tanya B. SECONDED a motion to approve the minutes as presented. **Motion passed**—4 in favor, 0 opposed.

General Fund and Highway Orders - signed

Reconciled Bank Statement - reviewed

CORRESPONDENCE REVIEW

- Subscriber agreement needs to be signed giving the Town Clerk permission to submit the water contamination report online in a new format. Tanya will sign when she returns on Friday.
- Email communication from Kate Geiges asking for a \$500 stipend for the E911 coordinator. This request will be discussed during the General Fund discussion in Old Business.

PUBLIC COMMENTS - none

TOWN CLERK REPORT - Laura Fetterolf

- Fire extinguishers will be inspected tomorrow.
- The five year license for the state installed public hotspot in the parking lot (park-and-ride) has expired. Laura has heard from the public that they need it. Options are to renew the license for five years for \$750 or to have a different model installed that does not need a license for a total cost of \$500. Laura is moving forward with the second option.
- Waitsfield and Champlain Valley Telecom (WCVT) replied to her query about the status of the VOIP to say they are still working on it.
- A new router for the new network inside the building will be coming and the library computer can be hooked up to this network as well.

TOWN TREASURER REPORT - Nicholas Gill

- Nicholas shared his thoughts on Cornwall's needs for financial/treasurer services and proposed an alternate way to get things done, involving contracted staff including himself. He has found that the Town's needs surpass the 8 hours currently allotted to the position of Town Treasurer. The Board discussed the details of the proposal with Nicholas. Next steps: adjust the budget, research statutory requirements, contact the Vermont League of Cities and Towns.

ROAD COMMISSIONER REPORT - Brian Kemp and Morgan Huestis

- Street signs are in, earlier than expected.
- Plowing, sanding and salting has been ongoing in January.
- Have ordered 2 new tires for the tandem truck, after one tire on the front was flat (unknown cause).
- Crew has been hauling gravel to fill potholes when weather is favorable.
- Waiting for parts on back order to fix sanding and salting equipment.
- Morgan has received one of the two quotes he asked for, for repairs to the truck chains on the shared excavator. The quote he has received is for \$3500 (to be split between the 2 towns). Waiting for the second quote.
- Grant funded dangerous tree cutting work is almost done - deadline according to the grant conditions is this Thursday.
- Morgan and Brian met with Asher Nelson today to look over some preliminary design concepts for the Town Garage addition. Brian pointed out that the design would once again increase the footprint, so he has reached out proactively to Zoning Administrator Lynn Coale to discuss the concept.
- New crew member Anthony is doing well, having no problems with the plowing or any other assigned tasks.

OLD BUSINESS

- **Continue discussion of General Fund Budget and Highway Budget-** the Board, Town Clerk and Town Treasurer continued discussion of the General Fund and Highway budgets and agreed upon changes made since the last meeting and additional changes made today. The Board discussed the request for a stipend for the

E911 Coordinator and agreed to adjust the budget so that there is line item of \$500 as a stipend for the E911 Coordinator. Laura said that a few service organizations that received town funding in the past, did not return an application this year, even after a reminder from Laura. While this does not affect the budget, it will impact the municipal tax rate.

Brian K. MOVED / Tanya B. SECONDED a motion to approve the FY2025-26 General Fund Budget of \$548,081.51, including the recommendations of the Capital Committee added today. **Motion passed** - 4 in favor, 0 opposed.

Tanya B. MOVED / Shawn F. SECONDED a motion to approve the FY2025-26 Highway Budget of \$580,050.00. **Motion passed** - 4 in favor, 0 opposed.

- **Town Meeting Warning**

Laura presented the draft and discussed all the Articles with the Board. The Board agreed on a few changes to the draft.

Shawn MOVED/ Tanya SECONDED a motion to approve the Town Meeting Warning as amended tonight. **Motion passed** - 4 in favor, 0 opposed.

- **Select Board Report for the Town Report**

After discussion, Tanya said she will submit the report.

NEW BUSINESS - none

OTHER BUSINESS - none

ADJOURNMENT

Brian K. MOVED / Tanya B. SECONDED the motion to adjourn the meeting. **Motion passed** - 4 in favor, 0 opposed.

The meeting was adjourned at 9:15 pm.

Submitted by Sharon Tierra, Secretary of the Select Board