

**CORNWALL DEVELOPMENT REVIEW BOARD (DRB)
REGULAR MEETING MINUTES • March 5, 2025 • 7:00–8:20^{PM}
In Person (Town Hall) & Virtually (via ZOOM)**

MEMBERS: Barbara Greenwood, Douglas Black, Molly Daley, Kymberly Breckenridge

ALTERNATES: Adam Eckhardt

ATTENDEES:

1. **CALL TO ORDER:** 7:00 pm Barbara Greenwood, Chair
2. **QUORUM:** Established. Adam was elevated to the Board to fill in for Shari.
3. **AGENDA APPROVAL:** Kymberly ***MOVED***, Douglas ***SECONDED***, to approve the Agenda as presented. ***Motion passed.***
4. **APPROVAL OF MINUTES:**
 - a. ***Special Meeting, January 8, 2025***—Molly ***MOVED***, Douglas ***SECONDED***, to approve the ***Special Meeting Minutes of January 8, 2025***, as amended ***Motion passed.***
 - b. ***Regular Meeting, February 5, 2025***—Adam ***MOVED***, Kymberly ***SECONDED***, to approve the Meeting Minutes of February 5, 2025, as amended. ***Motion passed.***
5. **Training Videos**—Two videos were offered, *Open Meeting Law* and *Ethics*. The Ethics is a required training for this quasi-judicial body. The website where offered (<https://vt.accessgov.com/municipal-ethics-training/Home/Directory>) has a link to a form following the training that the participant fills out and submits. The participant enters his/her email address and another municipal email for the town official appointed to track trainings. Notification of the participation will be sent to the addresses submitted. The decision was made to view the OML video this night and decide, after, whether to view the Ethics video or postpone that until the next meeting.
 - a. ***OML Video***
 - after viewing, a short discussion was held on questions raised that could be pursued when someone from VLCT speaks to the Board on that subject.
 - b. ***Decision regarding the Ethics Video***—Group decided that they would prefer to wait until the next meeting (April) to view the Ethics Training video.

Recording begun 7:55.

Barbara noted for the record that the recording had not been started when the meeting began. To cover what the Board had handled regarding Board business, she noted that:

- a. The meeting opened at 7:00, a Quorum was established and Agenda confirmed.
- b. The minutes for January and the canceled February meetings were amended and approved as noted above.
- c. The discussion of the training videos and decision made as to the postponement of the Ethics Training were also as noted above.

6. OTHER BUSINESS

- ***Old***—This meeting was Douglas' last for the DRB as he has moved out of Cornwall. The Board thanked him, expressing great appreciation for his time and efforts on behalf of the town and his assistance with several Zoom-related items for the DRB. His presence and

help will be missed.

• **Member Renewals**

- Kymberly and Adam are expected to be re-appointed and appointed, respectively, to the DRB on March 18 by the Selectboard..
- Members were asked to continue looking for new members as one Alternate is still needed.

• **New**

- **Upcoming**—Barbara noted that there may be two applications coming up shortly, one for a subdivision, one for an ADU waiver. It is not known if either will be ready for April, but the possibility is there.

7. MEETING AVAILABILITY

- **April 2**—All present expect to be available. Shari and Joan are unknown.
- **May 7**—All present expect to be available. Shari and Joan are unknown.

Recording ended: 8:15

8. ADJOURNMENT: At 8:20^{PM} the meeting was adjourned.

Respectfully Submitted,
Robin Conway, DRB Secretary