

Approved May 20, 2025

CORNWALL SELECT BOARD

Regular Meeting

Location: via Zoom and at Town Hall

May 6, 2025

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

ALSO PRESENT: Morgan Huestis, Laura Fetterolf, Nicholas Gill, Stan Grzyb, Todd Kincaid, Bill Johnson

Recording of meeting—announced

The meeting was called to order by the Chair Tanya Byker at 7:00 pm.

QUORUM—established

General Fund and Highway Orders - signed

Reconciled bank statement - reviewed

AGENDA - John R. MOVED / Don B. SECONDED a motion to approve the agenda as amended, with the moving up in the agenda of visit from the listers. ***Motion passed—5 in favor, 0 opposed.***

MINUTES - April 15, 2025

Don B. MOVED / Brian K. SECONDED a motion approve the minutes as amended, with one typo corrected. ***Motion passed—5 in favor, 0 opposed.***

OLD BUSINESS

• Cornwall reappraisal update - Todd Kincaid and Bill Johnson

Todd K. and Bill J. reported on key findings from the reappraisal of property values. On average, property values in Cornwall have increased by 90%, and there are 120 properties valued at over \$1,000,000. Property values are determined by a complex formula that includes the location, condition, and the quality of the house. 40 people attended the reappraisal information meeting. 12 owners have signed up for the formal grievance process. Compared to neighboring towns this is a low percentage proceeding to grievance. After grievance hearings have concluded, the listers will send out the current use appraisal results. Todd K. remarked that Cornwall is “off the charts” compared to other towns in the same school district and is considered a “gold town.” Laura F. emphasized the importance of filling out the Vermont Homestead Declaration at tax time, that can provide a reduction in property taxes based on income.

PUBLIC COMMENTS - Stan G. reported that the CORA project is proceeding well. The ground breaking was well attended, despite the cold wet weather that day. The project is expected to be completed by the end of the summer this year, except for the pavilion. Tanya B. signed 2 contracts on behalf of the Town, one contract with Timber Homes of Vermont for a post and beam pavilion, and the other for 6 locust wood ADA compliant benches that will be embedded 4 feet in the ground. Stan added that JP Carrara is donating a concrete slab and Sean Stearns is donating some extra work. A community barn raising is planned for May of 2026 to erect the pavilion.

CORRESPONDENCE REVIEW

- Email from PACIF with a link to view a report of municipal loss. Cornwall has none.
- Communication from Peter G. Franzoni asking the Town to make a statement affirming the right to due process. Apparently he is making the same request of all towns.
- Email from Katherine Branch from the Planning Commission regarding the timeline for the zoning update process and a question about legal review of the document and how long it takes. Tanya B. will follow up with the Town lawyer.
- VLCT is holding a training for members of Boards of Civil Authority, in the grievance process. Tanya and Laura have signed up for the May 14 training, 9 am - 2:30 pm.

TOWN CLERK REPORT - Laura Fetterolf

- Our Town of Cornwall was featured on BBC Radio Cornwall in the UK, during a special day - the 5th of March St Piran's Day, that the citizens of Cornwall in the UK celebrate each year. With help from Cy Tall and the Cornwall Historical society, our Town Clerk, Laura Fetterolf, recorded a greeting ["From My Cornwall To Yours"](#) for their special day. To hear the entire show, one can stop in the Town Clerk's office to have the file transferred to your device, as it is too big to upload to the website.
- More problems with the two copper phone lines (462-2775 office phone and 462-3386 listers phone) have caused a "fault alarm" from the alarm system to go off three times in the past two weeks. This has been a frequent problem with the current telephone system. GoNetspeed faults the Royal Group and the Royal Group faults GoNetspeed, so the problem has not been resolved.
- The new VOIP telephone system is scheduled to be installed on May 21. Waitsfield and Champlain Valley Telecom (WCVT) came out and gave a training on the new VOIP phones to Nicholas, Jordan Young, and Laura.
- Laura is proposing to attempt to port the 802-462-2775 number to a cellphone and then have WCVT port the number into their possession in a last ditch effort to keep the 462 phone exchange. If it doesn't work, we will have to get a new phone number and just have to work through updating it. I am proposing waiting until the end of the summer (or the end of any BCA hearings) to attempt this. WCVT can supply a "trick" for making the fire alarm system think it has copper lines.

- WCVT is going to upgrade our router, and install wifi extenders so that the wifi from Maple Broadband reached both the parking lot and the library. This will eliminate the need to pay for the yearly license for the hotspot. The current wifi can't reach the back of the building because the vault blocks it. The Library Trustees have agreed to pay for the router upgrade and wifi extenders; they will also pay a portion of the monthly broadband charges.
- We have given final approval on the website design, colors and logo; CivicPlus is now staging and testing our site, and will take a few weeks before we get to the phase where they organize our current website and move all the data over to the new website.
- The person who has been cleaning the Town Hall for many years has resigned. A new cleaner has been found, with rate of \$45.00/hour (for 2-3 hours a week) who will clean on the weekends and is flexible. After discussion, John R. MOVED / Brian K. SECONDED a motion to authorize Laura move forward with the arrangements for a new cleaner.

Motion passed - 5 in favor, 0 opposed.

- Sue Johnson will be covering the Town Office on May 14 and May 19.
- Laura and the Board discussed the latest draft of the policy on non profit agency funding from the Town. The plan is to have it on the agenda at the next meeting for a vote.

TOWN TREASURER REPORT - Nicholas Gill

- Statement from the new bank has been sent to the Board for review.
- Property tax deadline is May 15. Nicholas has 16 signs and plans to put them up all over town.
- Nicholas is tracking ARPA funds in a system that shows funds obligated by the deadline of December 2024 and those spent by the next deadline. Nicholas and Tanya report getting "scary" and threatening emails from federal agencies regarding the ARPA funds process.
- The \$33,000 grant mentioned at the last meeting was a public safety grant. Check has been received.

ROAD COMMISSIONER REPORT - Brian Kemp and Morgan Huestis

- Grant application for Class II roads was not approved. Will try again next year.
- All roads have been graded at least once.
- Mowing will commence by the end of the month of May.
- Hauling gravel continues.
- Shop has had a substantial cleaning.
- Repairs are complete on the excavator with assistance from Shoreham.
- Todd Eaton said that more training is available for the road crew.

- Brian, Todd Eaton and Tanya met with Morgan regarding the Road Foreman position and are recommending he be appointed. John R. MOVED / Don B. SECONDED a motion to appoint Morgan Huestis as Road Foreman and to receive the compensation that goes with the title. ***Motion passed - 5 in favor, 0 opposed.***

OLD BUSINESS - continued

- **Water testing update** - Bill Johnson

Health Officer Bill J. discussed the results of recent water testing at the Town Garage and surrounding 4 properties. One report has not yet been received. He asked the Board if the Town wants to continue with the agreements made 35 years ago. Next steps: John R. will review the legal agreements related to the salt issue and will report back at the next meeting.

- **Discuss RFP for financial services** - Tanya and Don have reviewed the RFP and deem it ready to post to get bids. All agreed that more information is needed about the separation of financial services from the role of Treasurer. Tanya will follow up with VLCT to see what is required by Statute and will report back at the next meeting.

NEW BUSINESS

- **Inventory and preliminary assessment of existing Town policies and ordinances**

Laura has prepared a binder with all the current policies. It was agreed that an index be added to the binder for easy access to each policy and that the information be published on the website. Laura advised that there is a need for some new policies, such as a social media policy and website usage policy. Laura will compile a catalog of current policies, including the date the policy was last updated, and a list of needed policies. Don asked that Town Plan update be added to the catalog. It was suggested that the Board review one policy at each meeting.

OTHER BUSINESS - Fire Suppression System - Brian K. plans to meet with Asher Nelson at the Town Hall before the Special Meeting on the 7th. Tanks for reserve water are needed in the basement at the Town Hall as part of the fire suppression system, but the basement is also the location of the back up vault, which is not sealed off and water proof.

ADJOURNMENT

John R. MOVED / Brian K. SECONDED the motion to adjourn the meeting. ***Motion passed - 5 in favor, 0 opposed.***

The meeting was adjourned at 8:50 pm.

Submitted by Sharon Tierra, Secretary of the Select Board