

# BOARD OF SELECTMEN

Minutes of the Special Meeting held on November 28th 2017

	<u>Selectmen</u>	<u>Others</u>
Present	Y Gordon M. Ridgway (First Selectman)	Barbara Herbst - Clerk Pro-tempore
	Y Priscilla Pavel	3 citizens
	Y Richard Bramley	2 reporters

Call to Order

7:30 p.m.

#1 Welcome

First Selectman Ridgway welcomed Pricilla Pavel to the Board of Selectmen. Selectman Pavel shared that the Republican Town Committee voted to use some of their funds to purchased a microphone that will facilitate better sound reproduction to accompany the filming of the meetings. Said microphone was being utilize for the first time during this meeting.

#2 Vacancies

First Selectman Ridgway reported that there is a list of vacancies and appointments that need to be addressed. Said list is appended to these minutes. It was noted that phone calls were made to any committee or board member whose term is current expiring. The list of vacancies will be published in the Chronicle and as citizens express interest, any and all correspondence will be forwarded to the full board. It is the expectation that appointments will be finalized within the next two Selectmen's regular meetings. Additionally, it was noted that the Senior Committee may ask to be discharged of their duties as the current Park and Recreation director has taken a very active roll in creating activities for seniors and there is a lack of participants to serve on that committee.

- a) Citizens that hold five expiring terms on the I/W Commission were contacted and agreed to continue to serve and be reappointed to another term. It was noted that Peter Demy agreed to be reappointed however stated that he would be happy to forgo his alternative seat if someone else came forward and wanted to serve in that position.

Motion

**Gordon Ridgway** Made a motion to appoint the following members to the Inland Wetland Water Courses Agency for the two year term starting November 2017 and expiring November 2019.

- 1) Adam Fisher, full member.
- 2) Steven Hedden. full member.
- 3) Roger Kane, full member.
- 4) Debbie Bennett, alternate member.
- 5) Peter Demy, alternate member.

**Richard Bramley** Seconded the motion.

Discussion

Brief discussion ensued. It was the consensus of the board that if any citizen came forward and wanted the seat of Peter Demy, it would be considered.

Motion passed unanimously

- b) General List: The Fire marshal submitted a request to appoint two Deputy Fire Marshals to replace Michael Fitting who retired. Said request is appended to these minutes. It was noted that for some appointments, like Deputy Fire Marshal, the required knowledge base is specialized and the Board does rely on recommendations for these type of appointments as that is in the best interest of the community.

Motion

**Gordon M Ridgway** Made a motion to appoint Charles Carlton Jr. and Robert Norton as Deputy Fire Marshals per the recommendation of Fire Marshal, Stan MacMillan.

**Richard Bramley** Seconded the motion.

Discussion

It was noted that the position of Deputy Fire Marshal is very important. A qualified candidate must be available in the absence of the Fire Marshal to execute the duties of the position. Said duties are varied and include determining that existing structures comply with state fire safety code, statues and regulations, investigating causes of fires and explosions, reviewing building plans and inspecting new buildings under their jurisdiction for code compliance.

Motion passed unanimously

#3 Army Corp

A letter dated 11/8/17 was received from the Department of the Army regarding installation of two dry hydrant structures. Said letter is appended to these minutes. The synopsis of the letter, that Department of the Army authorization is not required for this work, was articulated by First Selectman Ridgway.

#4 2018 Schedule

A proposed meeting schedule for calendar year 2018 was provided to all members and was

available at the meeting for review. A copy of the proposed schedule is appended to these minutes.

**Motion**

**Richard Bramley** Made a motion to adopt the proposed meeting schedule as presented.

**Priscilla Pavel** Seconded the motion.

Discussion

It was noted that all regular meetings are scheduled for the first and third Tuesday of each month. It was confirmed that Tuesday evening meetings work well for all Board members.

**Motion passed unanimously**

# 5 - Board Goals

First Selectman Ridgway started the discussion by reviewing the regular annual activity and responsibilities of the Board as well as listing some nonrecurring items that will be coming before the Board for discussion and possible action in the upcoming year.

- 1) Public Safety
- 2) Budget preparation and oversight
- 3) Legal matters
- 4) Town Plan
- 5) West Cornwall Water Study
- 6) Bridge projects
- 7) Quality education in Cornwall and the correlation to cost and declining enrollment.
- 8) Town Buildings (maintenance and repairs)

Selectman Pavel added that improved internet service and cell phone service needs to be addressed and or considered as well.

Selectman Bramley pointed out that some projects on the list have already commenced and are ongoing. Funding considerations are always part of the relevant discussion however the Board of Finance is tasked with the ultimate funding duty.

First Selectman Ridgway suggested the possibility of creating adhoc committees to help with researching some of these topics. The Board of Finance requested an inventory of all town buildings with a prioritized listing of repairs and maintenance that includes the projected costs. First Selectman Ridgway has already approached some local tradesmen for input on this. Additionally, the discussion tonight was preliminary and in the coming weeks, the Board will formally adopt and prioritize the goals.

# 6 - Renter Rebates

First Selectman Ridgway reported that the Renter Rebate program that was previously funded 100% by the State of Connecticut is now going to be funded 50% by the municipalities as part of the new state budget. A brief discussion ensued and covered how the program is administered and the financial impact to Cornwall. It was reported that there are 15 participants and the expected cost to Cornwall will be around \$4,000. The state imposed this expense on the Municipalities after our budget was adopted in May therefore this expense was not anticipated or budgeted. It is expected that the cost will be covered by a budget transfer and will impact the Social Services department.

# 7 - Communication

A flier was received called "Cornwall School - Community Partnership". Said flier is appended to these minutes. All Cornwall residents are invited to join this group which will hold two meetings per year. Topics discussed will be School climate, extracurricular opportunities, and a host of other relevant issues. Additionally a newsletter booklet was received from Region One however is too large to append to the minutes. A copy is available for review in the Selectmen's office or by request from the Region One business office.

# 8 - Bills and Banking

Note that item #8 was performed subsequent to #9 Public Comment to allow audience members the option of leaving and not sitting through bill review and check signing which does take considerable time. Bills and bank reconciliations were explained to Selectman Pavel and reviewed in the usual manner. Payroll and Accounts Payable folders with expense manifests were available and all checks were signed by either First Selectman Ridgway or Selectman Bramley.

# 9 - Public Comment

Joanne Wojtusiak asked "Who is sponsoring the "Community Partnership" program. It was unclear if it is a Board of Education initiative but the RSVP is to the CCS Principal. Additionally, Joanne suggested that the renters that are receiving the rebate be notified that the funding for this program is actually being facilitated in part by the Cornwall citizens and not just the state of Connecticut, as in the past.

Adjournment

**Richard Bramley** Made a motion to adjourn the meeting.

**Priscilla Pavel** Seconded the motion

**Motion**

**Motion passed unanimously**

8:31 PM

*Caroline E. Herbert Clerk pro tempore*

# Appointments needed December, 2017

**Conservation Commission** 3 year term, six members, elector not a requirement  
Terms which expired Nov 2017 two vacancies  
Vacancies: to expire in 2019  
Other members: Debby Bennett, Patrick Mulberry, Richard Griggs

**Cornwall Committee for Seniors** 5 year term, 7 members, shall be an elector  
Terms which expired Nov 2017 Margaret Haske 672-2315 ~~None Declined~~  
Vacancy  
Vacancies: to expire 2018  
Other members: Mary Dzenutis, Peter Kalmes, Lisa Simont, Bobbi Tyson

## Appendices One

**Cornwall Grange Trust Fund** 3 year term, 3 members, must be elector  
can only serve two consecutive terms  
Term which expired Nov 2017 Susan Saccardi 672-6555 YES  
Other members: Debra Tyler, Wendy Kennedy

**CVFD Service Incentive Trustee** 3 year term, appointed by First Selectman  
KC Baird 672-2315 ~~is~~ yes

**Cream Hill Lake Study Group** 2 year term, elector not a requirement  
All terms expired Nov 2017 Nancy Berry 672-3047  
Heidi Cunnick 672-3047  
Richard Griggs 672-6555 YES  
Ivan Miller  
Betty Spence 672-6555 YES

**Economic Development Commission** 3 year term, 10 members, shall be an elector  
Terms which expired Nov 2017 Todd Piker 672-2315  
Richard Sears 243-3195 A  
Vacancy  
Vacancies: to expire in 2018 and 2019  
Other members: Janet Sanders, Kate Ward, Priscilla Pavel, Richard Bramley, Jacque Schiller

**Housatonic River Commission**

1 member, 1 alternate, 3 year term, need not be an elector

Term which expired Nov 2017 Phil Hart as member 672-6723 A

Other member: Bart Jones as alternate

**Inland Wetland Water Courses Agency**

2 year term, 5 full 2 alternates, elector not requirement

All terms expired in Nov 2017

Adam Fischer 672-6723 YES

Bill Hurlburt 672-6723 A

Steve Hedden 672-6723 YES

Roger Kane 672-67311 YES

Andrew MacDavid 672-6713 A

Debbie Bennett, alternate 672-6723 YES

Peter Demy, alternate ~~672-6723~~ 671-6015 YES

not would be  
founded if someone  
now has alternate  
needed to do it

**Northwest Regional Mental Health Board**

1 year term, 1 member

Term expired Nov 2017 Kimberly Sullivan 672-6723

**Northwest Regional Tourism District Representative**

3 year term, one member

Vacancy

**Park and Recreation**

2 year term, 8 members, 2 alternates

The Board of Selectmen shall appoint four new members to fill the terms of two members who resigned and two other members who did not stand for re-election in 2017. Those commissioners appointed in 2017 shall serve a one year term.

Other members: Rocco Botto expires 2019, John Sanders expires 2019, Johan Winsser expires 2019, Thomas Juliano expires 2019

The term of the current elected alternate expires in 2017, the Board of Selectmen may thereafter appoint or reappoint an alternate as a replacement and a second alternate to fill the vacancy in that position created in 2015. The terms of all alternates shall be for two years.

Term expired Nov 2017 Erin Hedden, alternate, 672-6723 A

Vacancy, alternate expired 2015

**Planning and Zoning Alternate**

6 year term

Term expired Nov 20107 Dermot Woods

672-6723

**Sydney Kaye Trust Fund Advisory Committee**

3 year term, 3 members, shall be an elector

Can only serve two consecutive terms

Term which expired Nov 2017

Ginny Potter 612 6151 7/25

Lynn Cheney's term expired 2015, next expiration 2018

- was never reappointed, had not served two consecutive terms

Other member: Lynn Scoville

**Tree Warden and Assistant Tree Warden**

2 year term

Terms expired Nov 2017

Fred Scoville III 612-0091 4/25-5/27 YES

Bruce Bennett, assistant 612 692 3 YES

**Zoning Board of Appeals**

6 year term, 3 alternates

Upon N. Calhoun resignation, full member vacancy position until next municipal elections

Alternate vacancy since 2016, term to expire 2022

Other two alternates are Joanne Wojtusiak, expires 2018 and Fred Scoville III, expires 2020

Appendices Two

MEMORANDUM

TO: Town of Cornwall  
Town of Falls Village  
Town of Sharon

FROM: Stanley MacMillan, Fire Marshal

DATE: November 17, 2017



Due to the retirement of Michael Fitting, who was listed as Deputy Fire Marshal, please appoint the two listed below as Deputy Fire Marshals for your Towns.

Charles Carlton, Jr    Contact information: Home 860-435-3011  
Cell: 860-671-0277

Robert Norton        Contact information: Home:  
Cell: 860-866-6819

transmitted to  
RB & PP



DEPARTMENT OF THE ARMY  
US ARMY CORPS OF ENGINEERS  
NEW ENGLAND DISTRICT  
696 VIRGINIA ROAD  
CONCORD MA 01742-2751

November 8, 2017

Regulatory Division  
File No. NAE-2017-02460

Appendices Three

Gordon Ridgway  
First Selectman  
Town of Cornwall  
PO Box 97  
Cornwall, Connecticut 06793

Dear Selectman Ridgway:

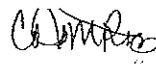
The purpose of this letter is to inform you that we have reviewed the information that you provided pertaining to the installation of two dry hydrant structures within or adjacent to the waters of the Housatonic River and Furnace Brook in the Town of Cornwall, Connecticut. We have determined that a Department of the Army authorization is not required for this work. Our determination is based on the information conveyed to us during a telephone conversation on October 10, 2017 and in information submitted on your behalf by Ms. Cynthia Rabinowitz of the Connecticut Northwest Conservation District on October 24, 2017.

Our regulatory jurisdiction encompasses all work in or affecting navigable waters of the United States under Section 10 of the Rivers and Harbors Act of 1899 and the discharge of dredged or fill material into all waters of the United States, including adjacent wetlands, as well as discharges associated with excavation and grading within those waters, under Section 404 of the Clean Water Act. Since your project did not include a discharge of dredged or fill material below ordinary high water or in wetland, a Department of the Army authorization was not required.

Our Corps of Engineers permit process does not supersede any other agency's jurisdiction. Therefore, other Federal, State, and/or local authorizations may be required for your proposed activity. Please note that performing work within our jurisdiction without a Corps of Engineers authorization can result in prosecution by the U.S. Government.

If you have any questions regarding this letter, please contact me at (978) 318-8306.

Sincerely,

  
Digitally signed by  
CORI M. ROSE  
DN: cn=CORI M. ROSE, o=US Army  
Date: 2017.11.08 13:22:11 -0500

Cori M. Rose  
Senior Project Manager  
Regulatory Division

Board of Selectmen

Meeting Schedule for 2018

Meetings are held at 7:30 p.m. in the Town Hall Building on the 1<sup>st</sup> and 3<sup>rd</sup> Tuesdays of the month with exception of November 6.

January 2

January 16

February 6

February 20

March 6

March 20

April 3

April 17

May 1

May 15

June 5

June 19

July 3

July 17

August 7

August 21

September 4

September 18

October 2

October 16

November 6 at the Cornwall Library, 30 Pine Street, Cornwall, 7:30 p.m.

November 20

December 4

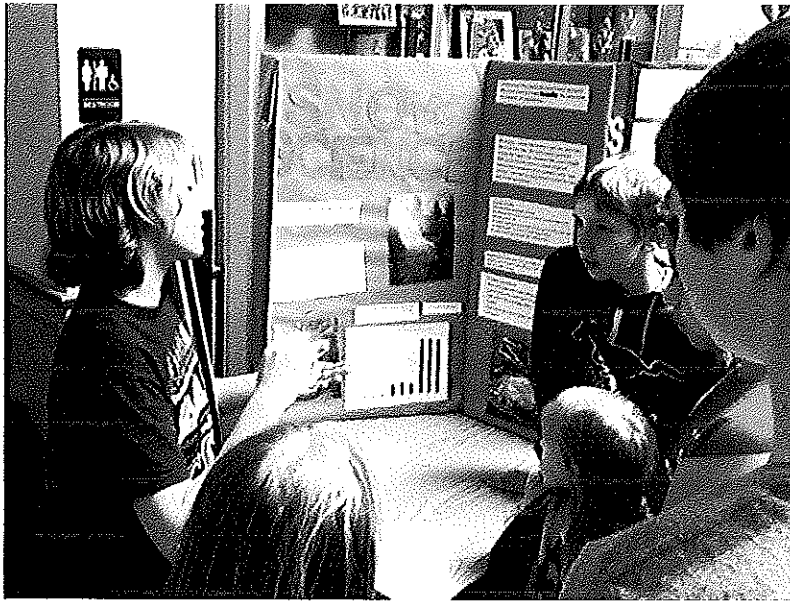
December 18

Appendices Four



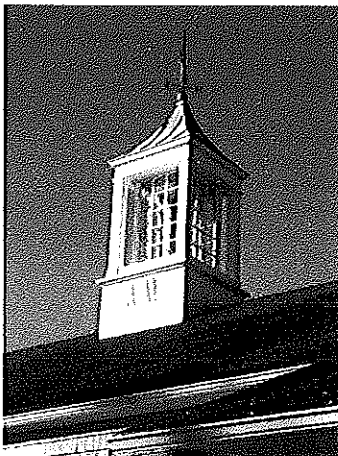


## Appendices FIVE



- Tuesday, December 5th, 6:00-8:00pm
- Light Food and Childcare Provided
- All CCS Parents and Cornwall Residents Invited
- RSVP [mcroft@cornwallschool.org](mailto:mcroft@cornwallschool.org)

# Cornwall School-Community Partnership



Each Regionally selected Learning School Community Partnership. All Cornwall residents are invited to join this group, which will hold a meeting once or twice a year. You will share information about our students and staff at the school and gather ideas and feedback from community members. The first meeting of the Cornwall School Community Partnership will be Tuesday, December 5th from 6:00-8:00pm. Food and childcare will be provided. We are planning to discuss the following topics: School Climate, Educational Opportunities, Student Engagement, Assessment, and Other Student Success Ideas, Staffing, and Additional Support for Students. However, if there are other topics from our **Strategic School Improvement Plan** that you would like to discuss, please make us a suggestion.