

MINUTES OF THE REGULAR MEETING OF THE  
CORNWALL BOARD OF SELECTMEN

Tuesday, October 2, 2018 - 7:30 p.m. - Town Hall

PRESENT: First Selectman Gordon Ridgway, Selectman Richard Bramley, Selectman Priscilla Pavel, two citizens, one reporter

First Selectman Ridgway called the meeting to order at 7:37 p.m.

MINUTES: Selectman Pavel made the motion to approve the minutes of September 18, 2018 as presented. Selectman Bramley seconded. Motion passed unanimously.

ADDITIONS TO THE AGENDA: First Selectman Ridgway made the motion to add to the agenda Hart Hill Road Discontinuance, Five Year Plan, Material Screener, Budget Transfers, and Northwest Regional Workforce Investment Board. Selectman Pavel seconded. Motion passed unanimously.

COMMUNICATIONS: There were none.

PUBLIC COMMENT: There were none.

WOMEN SUPPORT SERVICES VIGIL: First Selectman Ridgway reported on the Women's Support Services Vigil which took place in the Town Hall prior to this meeting. He spoke on behalf of the Board and was pleased at the turn out and support in our region.

BRIDGE UPDATE: First Selectman Ridgway reported the Covered Bridge was finished ahead of schedule and a celebration was held last Saturday. The Board commented on this.

First Selectman Ridgway reported the crane came for the Smith Place bridge yesterday for the placement of the concrete slabs. The work is on schedule.

First Selectman Ridgway reported the Gravel Bank bridge is torn out and work will begin when the brook goes down. The Board discussed this.

Work has gone smoothly on the three bridges in the West Cornwall village area.

EMD CANDIDATE: First Selectman Ridgway welcomed Diane Beebe who has expressed an interest in the vacancy for town Emergency Management Director. Diane spoke to the Board of her experience in emergency management and involvement in State Animal Rescue Team and Citizen Emergency Response Team. First Selectman Ridgway commented on her work in the fire department.

First Selectman Ridgway made the motion to appoint Diane Beebe as town Emergency Management Director. Selectman Pavel seconded. There was discussion of the position and how qualified she is. Motion passed unanimously.

ANNUAL TOWN MEETING DATE: First Selectman Ridgway reported to the Board of his meeting with the Board of Finance and discussion of the need to delay the annual town meeting from the usual October date due to the delay in the state's auditing which is part of the town annual report. The Board discussed a November 16 date and the town ordinance which states the annual meeting must be in the last quarter. The Board discussed items to be on the agenda: Town

Report, Five Year Plan, and Hart Hill Road. The Board will meet with highway foreman Jim Vanicky to review highway equipment for the Five Year Plan and First Selectman Ridgway will meet with Jim Terrall concerning the Building Inventory.

**HART HILL ROAD:** The Board reviewed a map of Hart Hill Road and the requested point of discontinuance by bordering property owner. First Selectman Ridgway reported on the history of the road and his review with the Highway Foreman of plowing space and turn around. The Board discussed this.

**MATERIAL SCREENER:** First Selectman Ridgway reported the Northwest Hills Council of Governments has offered the town a discount use price in return for housing the regional material screener as Cornwall uses it more than the other towns, having a gravel bank to screen from and use of sand in winter. The Board discussed this offer, where it would be stored, and maintenance obligations. First Selectman Ridgway will discuss this with the Highway Foreman.

**FIVE YEAR PLAN:** The Board reviewed and discussed worksheets for the 2019-2023 and 2020-2024 Five Year Plans.

**BUDGET TRANSFER:** First Selectman Ridgway reported the need to approve and move onto the Board of Finance some budget transfers to close out the last fiscal year for the auditor. The Board reviewed and discussed the six transfers, overages and where funding will come from. The first transfer had already been approved for Hammond Beach transfer within Capital.

First Selectman Ridgway made the motion to take the five budget transfers to the Board of Finance. Selectman Bramley seconded. There was discussion. None of these require town meeting approval. Motion passed unanimously. The details of the five budget transfers is appended to these minutes.

**NORTHWEST REGIONAL WORKFORCE INVESTMENT BOARD:** The Board reviewed and discussed an Intergovernmental Agreement to be entered upon among multiple municipalities named for the purpose of job training under the Workforce Innovation and Opportunity Act of 2014. Selectman Bramley made the motion to authorize First Selectman Ridgway to enter into the Intergovernmental Agreement between the Town of Cornwall and 19 other towns in the area for Workforce development. Selectman Pavel seconded. Motion passed unanimously.

**PUBLIC COMMENT:** The Board answered question from the press and citizen present and inquiry from Selectman Pavel concerning the Covered Bridge semi-final inspection meeting.

**BILLS PAYMENT and BANK RECONCILIATIONS** were done in the usual manner.

Meeting adjourned 8:30 p.m.

Respectfully submitted,

Joyce Hart, Administrative Assistant

**Town of Cornwall**  
**Budget Transfers**  
 Fiscal year 2017 - 2018

Budget Transfer #1 was the Hammond Beach transfer within Capital - approved earlier

Hammond Beach	
69103 · Salaries	\$ (2,400)
69216 · Contracted Services	\$ (1,100)
Total Hammond Beach	\$ (3,500)
Highway Administration / Suppli	
61603 · Labor Expense	\$ (2,600)
61604 · HWY Temporary Labor	\$ (2,203)
Total Highway Administration / Suppli	\$ (4,803)
Highway Vehicle Maintenance	
63016 · Vehicle / Equipment Maint	\$ 8,303

# 2  
GL# 63016: There are 16 pieces of equipment covered by this one appropriation. Truck #6 repairs and maint were 34% of the amount budgeted.

Insurance and Benefits	
57543 · Public Liability	\$ (4,066)
Park & Recreation	
68507 · Park & Rec Program	\$ 4,066
Total Park & Recreation	

#3  
GL# 68507: The the tennis program and the expanded activities for seniors were the major drivers of the total cost, utilizing 98% of the amount budgeted for that line.

Public Health & Welfare	
67703 · Senior Van	\$ 4,626
Public Safety	
65045 · Service Incentive	\$ (4,626)

#4  
GL# 67703: Costs are directly related to ridership. This program is relatively new and usage is difficult to foresee.

Town of Cornwall  
**Budget Transfers**  
 Fiscal year 2017 - 2018

Public Safety	
65045 · Service Incentive	\$ (3,423)
Registrars of Voters	
56816 · Contracted Services	\$ (755)
Sanitation & Recycling	
62787 · Bulk Waste	\$ 5,202
67002 · Salaries / Wages	\$ 4,506
Total Sanitation & Recycling	<b>\$ 9,708</b>
Tax Collector	
52503 · Tax Collector's Clerk Wage	\$ (780)
52705 · Office Supplies	\$ (450)
52707 · Printing	\$ -
52715 · Computer	\$ (400)
Total Tax Collector	\$ (1,630)
Town Clerk	
51116 · Contracted Services	\$ (2,100)
Transfers	
10000 · Contingency	\$ (1,800)

GL #62787: Costs are directly related to the volume of bulky waste.

#5

GL #67002: Costs include 426 hrs of substitute attendant wages, or 15% of the total amount budgeted for wages.

04 · Debt Service	<b>\$ 485</b>
Public Safety	
65045 · Service Incentive	\$ (485)

#6