

# BOARD OF SELECTMEN

Minutes of the Regular Meeting held on Tuesday, November 1, 2022

	Selectmen	Others
Present	Y Gordon M. Ridgway (First Selectman) Y Priscilla Pavel Y Janet Sanders	Barbara Herbst - Clerk Pro-tempore citizens local press

Call to Order

7:34 p.m.

Minutes

Minutes for the October 18 the meeting were provided to all members via email as well as were available at the meeting.

Motion

**Janet Carlson** Made a motion to approve the minutes as submitted.

**Gordon Ridgway** Seconded the motion.

**Motion passed unanimously**

Communications

Communications

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- a) A big THANK YOU to all the donors to the Food and Fuel fund! The Cornwall Woman's Society just sent in a donation of \$2,500 and Michelle Shipp donated her proceeds from the Cow Chip Bingo.
  - b) Work to repair the washout on River Road will commence during the second week of November. The road will be closed during the day and signage will be set up to alert drivers.
  - c) There is still time to register to vote, see the CornwallCT web site for information.
  - d) There will not be an election day lunch, P/R will be hosting the senior lunch in that location on that day.
  - e) Thank you to P/R for the two day Halloween event. The event was well attended and citizen participation was exceptional.

Additions to the Agenda

None

# 1 Pickle Ball

**Pickle Ball**

Pickle Ball is the fastest growing sport around. Todd Piker will be holding a clinic on Pickleball on November 12th, there will be detailed information on the P/R website regarding this.

# 2 Capital

**Five Year Capital Plan / Revisions**

The Five year Capital Plan that was approved by the BoS on 10.4.22 was reviewed and modified by the Board of Finance on 10.20.22. A copy of the modified plan is appended to these minutes.

Motion

**Gordon Ridgway** Made a motion to approve the modified Five Year Capital Plan.

**Priscilla Pavel** Seconded the motion.

Discussion

Discussion ensued and was contemporaneous with the review by First Selectman Ridgway. Topics covered included but were not limited to the following.

- a) Pressing capital improvement needs at Cornwall Consolidated including computer system wiring, carpeting for classrooms and heating controls for the furnace.
- b) Town Buildings and the need for an architect to assess the Town Hall building and prioritize upgrades and the timing of needed improvements.
- c) Rising costs of vehicles / equipment needed by the CVFD.

**Motion passed unanimously**

# 3 Town Meeting

**November 4, 2022 Town Meeting**

The following two items are on the **Notice**, only the 2nd one will require a vote.

- a) Annual Town Report FY '22
- b) Five Year Capital Plan for Fiscal Years 2024 – 2028

This will be an in-person meeting only and will be held at Cornwall Consolidated School in the gathering room, starting at 7:30 p.m. All are encouraged to attend. The Annual Town Report will be available at locations in Cornwall as well as on the CornwallCT web site. The ETA of the report is Monday October 31st.

		Approved Previously	Changes	Final
FY 2023-2024	Road Improvement: Group #5 ~ South East	300,000		300,000
	Bridges / Culverts / Guide Rails	10,000	10,000	20,000
	Cornwall Consolidated School	40,000	75,000	115,000
	CVFD Truck Fund	80,000	20,000	100,000
	Town Buildings	150,000	(75,000)	75,000
	Town Plan	-	10,000	10,000
	Highway Truck #10	100,000		100,000
	DPW Mowing Tractor	40,000		40,000
	<b>TOTAL</b>	<b>720,000</b>	<b>40,000</b>	<b>760,000</b>
	FY 2024-2025	Road Improvement: Group # 1 ~ North East	300,000	
Bridges / Culverts / Guide Rails		10,000	10,000	20,000
Cornwall Consolidated School		40,000		40,000
CVFD Truck Fund		80,000	20,000	100,000
Town Buildings		150,000		150,000
Town Plan		-	10,000	10,000
HWY Truck replacement fund (Trk 10)		100,000		100,000
<b>TOTAL</b>		<b>680,000</b>	<b>40,000</b>	<b>720,000</b>
FY 2025- 2026	Road Improvement: Group # 2 ~ North West	300,000	-	300,000
	Bridges / Culverts / Guide Rails	10,000	10,000	20,000
	Cornwall Consolidated School	40,000	-	40,000
	CVFD Truck Fund	80,000	20,000	100,000
	Town Buildings	150,000	-	150,000
	Town Plan	-	10,000	10,000
	HWY Truck replacement fund (Mowing Tractor)	100,000	-	100,000
	<b>TOTAL</b>	<b>680,000</b>	<b>40,000</b>	<b>720,000</b>
FY 2026-2027	Road Improvement: Group # 3 ~ Center	300,000		300,000
	Bridges / Culverts / Guide Rails	10,000	10,000	20,000
	Cornwall Consolidated School Projects	40,000		40,000
	CVFD Truck Fund -	80,000	20,000	100,000
	Town Buildings	100,000		100,000
	Town Plan	-	10,000	10,000
	HWY Truck replacement fund (Trk # 3)	100,000		100,000
	Revaluation	30,000		30,000
	<b>TOTAL</b>	<b>660,000</b>	<b>40,000</b>	<b>700,000</b>
FY 2027-2028	Road Improvement: Group # 4 ~ South East	300,000		300,000
	Bridges / Culverts / Guide Rails	10,000	10,000	20,000
	Cornwall Consolidated School	40,000		40,000
	CVFD Truck Fund	80,000	20,000	100,000
	Town Buildings	150,000		150,000
	Town Plan	-	10,000	10,000
	HWY Truck replacement fund (Trk # 9)	100,000		100,000
		-		-
	<b>TOTAL</b>	<b>680,000</b>	<b>40,000</b>	<b>720,000</b>
Approved Board of Selectmen	10.4.22			
Modified and Approved Board of Finance	10.20.22			
Modifications Approved Board of Selectmen	11.1.22			
Town Meeting	11.4.22			
<b>GRAND TOTAL</b>	<b>3,420,000</b>	<b>200,000</b>	<b>3,620,000</b>	

# 4 ACO

**Animal Control Officer**

Discussions have been ongoing with Brad Hedden and Lee Sohl. Because ACO calls for stray or loose dogs is a small portion of the job, Brad has been researching becoming certified as a Nuisance Wildlife Control Officer. In order to obtain a license, an individual must attend an approved Nuisance Wildlife Control Operator's training course, pass the DEEP NWCO licensing exam, and submit an application for a NWCO license. By having a certified Nuisance Wildlife Control Officer in Cornwall, this will allow for the ACO position to just focus on small domestic. The ACO must be certified as well and complete at least 80 hours of initial ACO training and receive a certificate of completion from the agriculture commissioner.

Motion

**Gordon Ridgway** Made a motion to hire Lee Sohl as the ACO per her proposal.

**Priscilla Pavel** Seconded the motion.

Discussion

Discussion ensued, the topics covered included but were not limited to the following:

- a) The roll of Brad Hedden as the Nuisance Wildlife Control Officer - small wild animals.
- b) The roll of Lee Sohl as the Animal Control Officer - dogs and small domesticated animals.
- c) DEEP and their oversight of Bear, Moose, Deer and large animals

**Motion passed unanimously**

# 5 Personnel Policy

**Personnel Policy**

First Selectman Ridgway discussed the progress of updating the Personnel Policy for the Town of Cornwall. A Policy was obtained from another Municipality of like size in the NW Corner and modified to cover the needs of Cornwall. The draft addresses all the legal requirements regarding employment laws and policies. Currently the draft is being reviewed by Department Heads and will subsequently be sent to the ASFCME Union as well as our Employment Attorney (provided by CIRMA) for review before being presented for adoption.

It is the expectation that this process will be finalized by the end of the calendar year.

One tax refund request totaling \$240.57 was submitted by the Tax Collector. The cover letter is appended to these minutes.

Motion

**Gordon Ridgway** Made a motion to approve the tax refund as presented.

**Priscilla Pavel** Seconded the motion.

**Motion passed unanimously**

# 7 Public Comment

**Public Comment**

Ruth Epstein, reporter for the Waterbury Republican, asked for additional information on the River Road work which was provided by First Selectman Ridgway.

Michelle Shipp talked about the Pickle Ball court and shared that it is operable and reiterated the information about the Clinic that will be held on 11.12.22 at noon.

Use of the court is by the hour, every hour the use may rotate if there are others waiting to use the court for basketball or pickle ball.

Participants need to have their own paddles and balls. Installing the net and dismantling the net is the responsibility of the participants. The net and associated brackets can be found the shed near the court .

Motion

**Gordon Ridgway** Made a motion to adjourn the meeting.

**Priscilla Pavel** Seconded the motion

**Motion passed unanimously**

8:05 PM

Adjournment

Submitted:  
Note:

Barbara E. Herbst, Clerk pro tempore  
Minutes remain "Draft" until approved at the next regular Selectmen's meeting. See future minutes for any corrections.

OFFICE OF TAX COLLECTOR

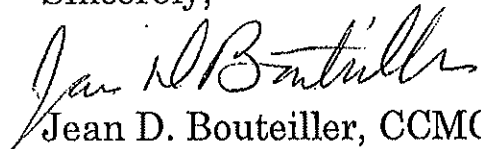
October 26, 2022

To the Board of Selectman:

Please add \$240.57 to the item of REFUND TO TAXPAYERS.

This request is from Chase Auto for overpayment of Motor Vehicle Tax due to the sale of a leased vehicle.

Sincerely,

  
Jean D. Bouteiller, CCMC  
Tax Collector

Enclosure 2