

TOWN OF CORNWALL

REGULAR MEETING OF THE Board of Selectmen

Minutes for meeting held on:
Tuesday, October 1st, 2024
Hybrid – In Person at Cornwall Library
& Remotely Via Zoom

Present

Selectmen

- Gordon Ridgway, First Selectman
- Rocco Botto
- Jennifer Markow

Others

- Jane Hall, Administrative Assistant
- Press
- CVFD Members

8 Total Attendees

Call to Order	7:30 pm
Approval of Minutes	<p><u>Motion:</u> Jennifer Markow – Made motion to approve the minutes from 9/17/2024 Gordon Ridgway – Seconded the motion Discussion – none Motion passed unanimously</p>
Communications / Announcements	<p>Jennifer Markow shared the following:</p> <ul style="list-style-type: none"> • Vaccine clinic scheduled at Parish House, Upcoming Park & Rec Events <p>First Selectman Gordon Ridgway shared the following:</p> <ul style="list-style-type: none"> • Newcomers Tea is this Saturday, Run & Wag 5K is October 19th in the village, Security Camera at Town Hall has been installed and is working <p>Dick Sears, CVFD President shared the following:</p> <ul style="list-style-type: none"> • CVFD Open House is Saturday 10/20/2024
Additions to the Agenda	none
1.	<p><u>Town Hall Roof</u> First Selectman Gordon Ridgway shared the following:</p> <ul style="list-style-type: none"> • Consultant, Ralph Dzenutis, assisted Peter Russ to inspect the roof – there is space between roof and ceiling int own hall – this will allow us to insulate – will go out to bid in spring for insulation
2.	<p><u>5-Year Capital Planning</u> First Selectman Gordon Ridgway shared the following:</p> <ul style="list-style-type: none"> • Review of draft 5-Year capital plan (attached) – have met with Highway Department to review their capital line items. • Also met with Joe Pryor & CCS to review their capital items <p>Cornwall Volunteer Fire Department members Will Russ - Chief, Dick Sears - CVFD President and Diane Beebe - CVFD Vice President/EMD presented a request of increase to funding from town to support need of department (attached). Discussion ensued on department funding needs, apparatus needs and replacement plans, fundraising, and possible adjustment to CVFD incentive program.</p> <p><u>Motion:</u> Jennifer Markow - Made motion to approve draft 5-year capital plan Gordon Ridgway - Seconded the motion Discussion – none Motion passed unanimously</p>

3.	<p><u>November Town Meeting</u> First Selectman Gordon Ridgway shared the following:</p> <ul style="list-style-type: none"> • Town meeting will be scheduled on Friday, November 1st at Cornwall Consolidated School – we have not received preliminary audit yet but should have it by the meeting • Will sign agenda at next meeting – agenda items will be: <ol style="list-style-type: none"> 1. Town Report 2. Approval of 5-Year Capital Plan 3. Request from Conservation Commission to increase their commission by 2 members 4. Ordinance on Tax Collector Appointment <p><u>Motion:</u> Gordon Ridgway - Made motion to set the town meeting on November 1st with Town Report, Approval of 5-Year Capital Plan, Conservation Commission increase commission by 2 members, and Ordinance to appoint Tax Collector on the agenda and Call to be signed at our next meeting. Jennifer Markow - Seconded the motion Discussion – none Motion passed unanimously</p>
4.	<p><u>West Cornwall Sewer Planning</u> First Selectman Gordon Ridgway shared the following:</p> <ul style="list-style-type: none"> • Steve McDonnel and team have been working on mapping the layout of the sewer plans – plans will be shared at upcoming wastewater committee meeting on Tuesday October 8th 5:00pm – Hybrid – Zoom & Cornwall Library – public encouraged to attend
5.	<p><u>Tax Refunds</u></p> <p><u>Motion:</u> Gordon Ridgway - Made motion to grant tax refund requests totaling \$7,690.01 for overpayment of taxes Jennifer Markow - Seconded the motion Discussion – none Motion passed unanimously</p>
6.	<p><u>Highway Department News – New Equipment</u> First Selectman Gordon Ridgway shared the following:</p> <ul style="list-style-type: none"> • Highway Department’s new mower and backhoe have arrived and are working
7.	<p><u>Public Comment</u></p> <ul style="list-style-type: none"> • 0 public comments received
8.	<p><u>Executive Session: Personnel – Highway Department Vacancy</u></p> <ul style="list-style-type: none"> • 8:27pm: Board of Selectmen went into executive session to discuss Highway Department Vacancy • 8:34pm: Board of Selectmen came out of executive session <p>No action taken.</p>
	<p><u>Adjournment:</u> 8:35 pm</p> <p>Respectfully Submitted: Jane Hall, Administrative Assistant</p>

**Town of Cornwall
Building Department
9/24/2024**

**Re: Town Hall Roof Insulation
26 Pine Street
Cornwall, CT**

Evaluation by Ralph Dzenutis of Royal Construction as it pertains to the feasibility of adding insulation in the ceiling of the Town Hall Building.

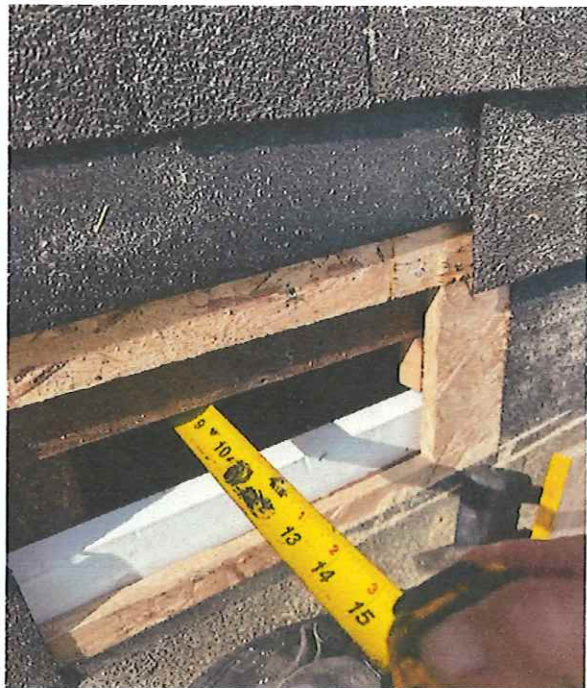
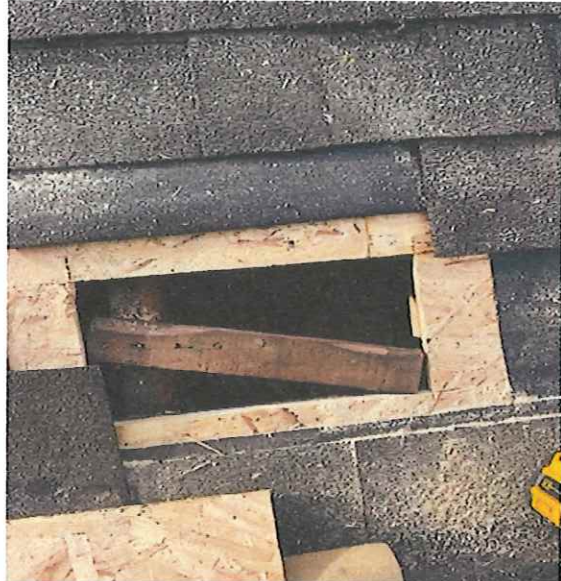
The Town Hall has about 8" of depth available for insulation. See three options below, with photographs on page two.

1. Remove sheathing. Using an R-38 fiberglass compressed could yield between R-32 and R-35 and with proper vent should run no more than \$36,000 – a very rough estimate for consideration for adding this to the bid specifications for the roof.
2. I believe a better system would be to add two layers of topped with rigid insulation, with an airspace and second layer of plywood. The cost should be comparable, but that additional one by six fascia around the perimeter might change the appearance.
3. Remove sheathing. Fill between rafters with closed cell spray foam. Add 1" x 3" to create ventilation and install new sheathing.

It is important that the insulator guarantees that they will not blow out or damage the ceiling out.

The intake and exhaust venting must be taken into consideration and installed in a functioning manner.

Town of Cornwall
Building Department
9/24/2024



	9.25.24 Fund Balance	Approved Previously	Changes	Final		
2025-2026	FY Road Improvement: Group # 2 ~ North West	286,280	320,000	-	320,000	
	Bridges / Culverts / Guide Rails	30,364	20,000	-	20,000	
	Cornwall Consolidated School	9,835	50,000	-	50,000	
	CVFD Truck / Equipment Fund	680,319	100,000	-	100,000	
	Storm Damage Reserves	100,000	-	50,000	50,000	
	Tree Removal		50,000	(30,000)	20,000	
	Town Buildings	161,169	100,000	-	100,000	
	Town Plan	13,186	10,000	-	10,000	
	HWY Truck replacement fund (Trk #10, 2007)	130,666	100,000	-	100,000	
			750,000	20,000	770,000	TOTAL
2026-2027	FY Road Improvement: Group # 3 ~ Center		320,000	20,000	340,000	
	Bridges / Culverts / Guide Rails		20,000	-	20,000	
	Cornwall Consolidated School Projects		50,000	-	50,000	
	CVFD Truck / Equipment Fund		100,000	-	100,000	
	Storm Damage Reserves			50,000	50,000	
	Town Buildings		100,000		100,000	
	Town Plan		10,000	-	10,000	
	HWY Truck replacement fund (Trk #10, 2007)		100,000		100,000	
	Revaluation	4,113	30,000		30,000	
			730,000	70,000	800,000	TOTAL
2027-2028	FY Road Improvement: Group # 4 ~ South East		320,000	40,000	360,000	
	Bridges / Culverts / Guide Rails		20,000	-	20,000	
	Cornwall Consolidated School		50,000	-	50,000	
	CVFD Truck / Equipment Fund		100,000	20,000	120,000	
	Storm Damage Reserves			50,000	50,000	
	Town Buildings		150,000	(100,000)	50,000	
	Town Plan		10,000	-	10,000	
	HWY Truck replacement fund (Trk # 3, 2014)		100,000		100,000	
			750,000	10,000	760,000	TOTAL
	2028-2029	FY Road Improvement: Group #5 ~ South East		320,000	80,000	400,000
Bridges / Culverts / Guide Rails			20,000	-	20,000	
Cornwall Consolidated School			50,000		50,000	
CVFD Truck / Equipment Fund			100,000	30,000	130,000	
Storm Damage Reserves				50,000	50,000	
Town Buildings			50,000		50,000	
Town Plan			10,000	-	10,000	
HWY Truck replacement fund (Trk # 8, 2015)			100,000		100,000	
			650,000	160,000	810,000	TOTAL

SEE OVER --->>

2029-2030

FY	Road Improvement: Group # 1 ~ North East	320,000	-	320,000
	Bridges / Culverts / Guide Rails	30,000	-	30,000
	Cornwall Consolidated School	60,000	-	60,000
	CVFD Truck / Equipment Fund	100,000	40,000	140,000
	Storm Damage Reserves	-	-	-
	Tree Removal	50,000	(30,000)	20,000
	Town Buildings	100,000	-	100,000
	Town Plan	10,000	-	10,000
	HWY Truck replacement fund (Trk # 8, 2015)	100,000		100,000
		770,000	10,000	780,000

TOTAL

Approved Board of Selectmen _____
 Approved Board of Finance _____ **GRAND TOTAL**

 Town Meeting _____

3,650,000	270,000	3,920,000
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CVFD Incentive Awards Program – Proposal October 2024

In 1997 the Town of Cornwall initiated a ‘CVFD Incentive Awards Program’ to show appreciation for the efforts of Fire/EMS volunteers and to attract additional responding members. The Town deposits into a collective investment fund, held by Wells Fargo, an annual contribution for each responding member who meets the criteria of the Incentive Program.

Participants must maintain certain standards of participation to be eligible for the contribution each year and are vested after 5 years of participation. The initial annual contribution was \$500 per qualifying member. It was raised to \$1,000 in 2000 and has not been raised in the past 24 years.

After years of continued service, the accumulated investment for each vested member can result in a significant sum at retirement or to be passed on to a beneficiary. The program is greatly appreciated by active members and continues to show the town’s support for their volunteer efforts.

We the CVFD Directors and Officers are requesting the Board of Selectmen to consider a sliding scale of contribution that would reflect the current rate for those meeting the current standard, an increase for those meeting a new increased standard, and a reduced rate for Corporate Officers who do not respond but are required to participate in all other obligations and spend considerable time in their role performing specific duties.

An individual would only qualify for one of the contribution rates, or none. These are not cumulative contributions. A corporate officer who is a responder could meet one of the responding contributions but would not also receive the Corporate Officer rate. If the corporate officer did not meet the Responder criteria, they could still be recognized for the lesser amount.

NEW Proposed Corporate non-responding (President, Vice President, Secretary, Treasurer). Proposed less than \$1000	Current Responding Eligibility	NEW Proposed Increased Eligibility
	Remains at \$1000	Proposed greater than \$1000
Serves Full Annual Term	10% or 15 Calls	35% or 48 Calls
10 Meetings (Dept, and BOD/Officer in total)	4 Meetings (Department meetings)	6 Meetings
Exempt from Drills	4 Drills	12 Drills (Fire and/or EMS)
Physical	Physical	Physical
AB/BB, Anti-Harassment Training	AB/BB, Anti-Harassment Training	AB/BB, Anti-Harassment Training
SOG	SOG	SOG
100 Points (60 admin, 40 additional)	100 Points	135 Points

There are currently 52 members on the CVFD role. On average 1/3 or approximately 17 individuals do not meet the requirements for the Incentive Program, year over year. Of those, one serves in a corporate position. The grid below would be an estimate of the number of individuals for each level of participation, assuming the average of 16 to 17 non-responders is not likely to change.

<p>4 Corporate officers: President, Vice President, Treasurer, Secretary. Of these, all but the Secretary meet the criteria as a responder.</p> <p>The awards coordinator is an appointed position, not a corporate officer. This individual currently meets responding criteria.</p> <p>Budget impact would be one additional individual (Secretary) at an amount less than \$1000.</p>	<p>Of the 52-member roster, only 1/3 or approximately 16 members on average are likely fall into the current contribution of \$1000.</p> <p>Over the past 3 years the average number of individuals making between 15 to 47 calls has remained steady. The additional members from that period would likely slide into the increased incentive.</p>	<p>Of the 52-member roster, approximately 1/3 or 17 on average are far exceeding the current eligibility.</p> <p>Most are line officers as well as individuals responding to fire and EMS.</p> <p>Budget impact is approximately 17 individuals sliding up from \$1,000 annually to a higher amount to be determined by the appropriate town officials.</p>
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