

Town of Orange
Selectboard Minutes
March 8, 2021 5:00 p.m.

Members Present: Eric Holmgren, Sue Perreault, Emily Ruff

Others Present: Angela Eastman-Town Clerk, John Barnes-Road Foreman, Michele Boyer-ACO, John McNeil-Resident, Lee Youngman-Treasurer, Dave Delacour-Times Argus Newspaper.

Angela called the meeting to order at 4:59 p.m.

1. Agenda Revisions-if any: Angela added to discuss the Building Checklist Ordinance and Ms. Youngman added to consider a motion to authorize the new Selectboard Chair to sign warrants on behalf of the Selectboard due to COVID-19 restrictions.

2. Approved the minutes from Town Informational Meeting and Selectboard Meeting held on February 22, 2021:

On a motion by Ms. Perreault and seconded by Ms. Ruff, the board voted to unanimously approve the February 22, 2021 minutes both Selectboard and Informational Meeting.

3. Reorganize after town meeting:

Angela opened the meeting and asked the Selectboard to begin the reorganization meeting by nominating positions for the upcoming year. The following appointments were made:

Selectboard Chairperson: A motion was made by Ms. Perreault to nominate Ms. Ruff for Selectboard Chairwoman and this was seconded by Mr. Holmgren.

Road Commissioner: A motion was made by Ms. Perreault and seconded by Ms. Ruff to appoint Mr. Barnes as the Road Commissioner.

Road Foreman: A motion was made by Ms. Ruff and seconded by Ms. Perreault to appoint Mr. Barnes as the Road Foreman.

Emergency Preparedness Officer: A motion was made by Ms. Perreault and seconded by Ms. Ruff to appoint Mr. Holmgren as the Emergency Preparedness Officer.

Pound Keeper: A motion was made by Ms. Ruff and seconded by Ms. Perreault to appoint Ms. Boyer as the Pound Keeper.

Regional Planning Development Representative: A motion was made by Mr. Holmgren and seconded by Ms. Perreault to appoint Mr. Cattaneo as the Regional Planning and Development Representative.

Economic Development Representative: A motion was made by Ms. Perreault and seconded by Ms. Ruff to appoint Mr. Cattaneo as the Regional Economic Development Representative.

Energy Coordinator: A motion was made by Ms. Ruff and seconded by Mr. Holmgren to appoint Ms. Perreault as the Energy Coordinator.

Health Officer: A motion was made by Ms. Perreault and seconded by Ms. Ruff to nominate Ms. Boyer as the Health Officer.

Central Vermont Transportation Advisory Representative: A motion was made by Ms. Ruff and seconded by Ms. Perreault to appoint Mr. Cattaneo as the Regional Economic Development Representative.

Recreation Committee: A motion was made by Ms. Perreault and seconded by Mr. Holmgren to appoint Ms. Ruff as the Recreation Committee Chair.

Green Up Chair: A motion was made by Ms. Perreault and seconded by Mr. Holmgren to appoint Ms. Eastman as the Green Up Chairperson.

Schoolboard Member: A motion was made by Ms. Perreault and seconded by Ms. Ruff to appoint Ms. Contois as Schoolboard Member for a 1-year term.

Cemetery Commissioner: A motion was made by Ms. Ruff and seconded by Mr. Holmgren to appoint Mr. Coronado as Cemetery Commissioner.

Auditor:

Discussion was had regarding the auditor position for the Town.

Set meeting schedule for Selectboard Meetings

The meeting schedule was set for the upcoming year for the 2nd and 4th Monday at 5:00pm. There will be two meetings per month to include the first meeting to include everything and the second meeting to include sign paperwork and deal with emergencies. On a motion made by Mr. Holmgren to keep the same schedule for Monday's at 5:00pm and the second meeting to be very brief to approve warrants but without the old business, new business or other business and no common reports unless there is an emergency. This was seconded by Ms. Ruff and the motion carried unanimously.

Update Local Emergency Management Plan:

The Local Emergency Management Plan was reviewed by the Selectboard and Ms. Eastman will complete it with the new information and forwarded it on.

Discussion regarding Delinquent Tax Collector vacancy

The board discussed this and Mr. McNeil stated that he would be willing to take an appointment but will still like to collect the penalty of 8% versus receiving a salary of \$20 per hr. If it will be salary, he will go back to the auditor position. Ms. Ruff made a motion pursuant to review by the town lawyer that we set the term of the position for one year and set the salary with 8% of the penalties collected. This was seconded by Ms. Perreault and the motion carried unanimously. A motion was made by Ms. Ruff to table the position of Delinquent Tax Collector until we get clarification from the attorney. This was seconded by Ms. Perreault. The motion carried unanimously.

4. Town Treasurer's Report

Approval of Warrants-Accounts Payable and Payroll:

Ms. Youngman asked for a motion to be made to authorize Ms. Ruff to sign warrants on behalf of the board during the COVID-19 restrictions. Ms. Ruff made a request to have another board member would fill in for her when she is not here. Ms. Perreault made a motion to have Ms. Ruff sign the warrants when she is able and to have Ms. Perreault when she is not. This was seconded by Ms. Ruff and the motion carried unanimously.

Review of Current Budget:

The treasurer reviewed the current budget with the Selectboard members.

5. Town Clerk/Town Garage Reports

Town Clerk: Ms. Eastman stated there are no office updates except there is a new message board for the road side.

Road Foreman: Mr. Barnes stated that mud season is upon us. He discussed that he would be posting Reservoir Rd. and Tucker Rd.

6. Old Business

Continued discussion regarding Clement Rd-discuss proposal from Chase ad Chase:

The proposal was discussed from Chase and Chase and will cost the Town \$9000-\$16,000. and it was decided upon that if the residents that live in that Right-of-Way want us to reclassify the road they will have to pay for the cost of reclassification and the road itself.

Continued discussion regarding discontinuing Beard/Atherton Rd.-Motion/vote needed

Discussion was had to discontinue Beard and Atherton Rd. and Ms. Eastman will move ahead with sending letters to the residents on these roads. Ms. Ruff made a motion to continue with the reclassification of Beard and Atherton Rd. This was seconded by Mr. Holmgren and the motion carried unanimously.

Discussion regarding Building Checklist Ordinance:

Mr. Holmgren made a motion to adopt the Ordinance as written and this was seconded by Ms. Perreault. The motion carried unanimously. Ms. Eastman will proceed with this ordinance. A meeting was set for March 17, 2021 at 5:00pm to discuss Ordinances.

7. New Business

Discussion regarding mowing bids:

Discussion was had regarding mowing bids and Ms. Eastman will do a newspaper ad out to bid.

Discussion regarding training for Ms. Youngman/Office hours:

Ms. Youngman discussed that she needed more training for the assistant town clerk position. On a motion by Ms. Ruff to allow Ms. Eastman and Ms. Youngman and Mr. McNeil to work in the office together with appropriate limitations on public appointment careful considerations to COVID restrictions and safeguards. This was seconded by Ms. Perreault and the motion carried unanimously.

Discussion regarding trail mapping:

Ms. Eastman received a document regarding trail mapping and had forwarded onto the Selectboard for review. We will be waiting to be done until July so it will be covered in the budget for \$1000. This will be tabled until July.

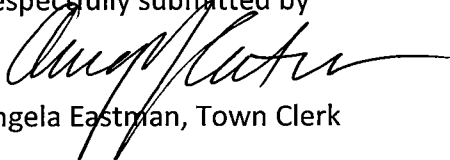
8. Other Business:

Ms. Youngman stated that she sent out several RFP's to local accounting firms and has not heard back from anyone. A motion was made by Ms. Perreault to send it back out to Sullivan and Powers and this was seconded by Ms. Ruff. The motion carried unanimously.

9. Adjournment:

On a motion by Ms. Ruff and seconded by Ms. Perreault, the board voted unanimously to adjourn at 6:37pm. The motion carried unanimously.

Respectfully submitted by



Angela Eastman, Town Clerk