

SELECTBOARD MEETING MINUTES

Monday, July 11, 2022 6:00 p.m. Orange Town Clerk's Office

Selectboard Present:

Emily Ruff-Selectboard Chair, Samantha Lefebvre-Selectboard Vice-Chair, and Sheila Stone-Selectboard Member.

Others Present:

John Barnes-Road Foreman, Lee Youngman-Treasurer, Lee Cattaneo-Planning Commission

Call meeting to order:

At 6:04 pm Board Chair Emily Ruff called the meeting to order

Consider approving agenda/agenda revisions:

Ms. Ruff made a motion to move Planning Commission appointments to the top of the agenda; Mrs. LeFebvre seconded. 3-0. Mrs. Lefebvre made a motion to amend the place of the meeting from the Town Hall to the Town Clerk's office; Ms. Ruff seconded. The motion passed 3-0.

Reappoint Planning Commission Members:

Ms. Ruff made a motion to reappoint Eric Holmgren to the Planning Commission for a 2 year term commencing July 11, 2022 and ending July 11, 2024. Mrs. LeFebvre seconded. The motion passed 3-0.

Ms. Ruff made a motion to reappoint Ray Rossi to the Planning Commission for a 3 year term commencing July 11, 2022 and ending July 11, 2025. Mrs. LeFebvre seconded. The motion passed 3-0.

At 6:14 pm, Ms. Ruff called a recess so that Ms. Youngman could post the Planning Commission meeting minutes on the website. At 6:18 pm, the meeting was called back to order.

Consider approving minutes:

Mrs. Lefebvre made a motion to approve the June 13, 2022 minutes amended to clarify that the ARPA expenditure of \$23,060 is for digitizing land records. Ms. Ruff seconded. The motion passed 3-0.

Ms. Ruff made a motion to approve the June 27, 2022 minutes as presented. Mrs. Stone seconded. Mrs. LeFebvre abstained. The motion passed 2-0-1.

Guest Speakers/Public Comment:

None present

Town Treasurer Report:

Review and sign payroll and accounts payable warrants:

Town Treasurer, Lee Youngman, presented the Selectboard with the payroll warrants and the accounts payable warrants for review. On a motion made by Ms. Ruff and seconded by Mrs. Lefebvre, all warrants were approved. The motion passed 3-0.

Review Current Budget:

Ms. Youngman presented the budget for review, reporting that except for the previously noted expected overages for fuel, heating oil and legal fees, the budget looks balanced half way through the year.

Approve Journal Entries for June:

Ms. Ruff made a motion to approval journal entries for June. Mrs. Stone seconded. The motion passed 3-0.

Audit Update:

Ms. Youngman briefed the board on initial findings from the draft audit report prepared by Sullivan Powers and Company. She gave the board a copy of her email asking for clarification on several items and will bring the auditors' responses and hopefully, a final audit, to the August 8 meeting.

ARPA Committee Recommendations:

Ms. Youngman presented two proposals for funding and an update on projects the committee is building budgets for. Mrs. Lefebvre made a motion to approve the proposal to allocate up to \$1000 for a new computer for the treasurer, whose computer is currently obsolete, running on windows 7 and unable to support a few of the software programs needed to insure cyber security for the office. Mrs. Stone seconded. The motion passed 3-0. Ms. Ruff made a motion to approve a \$66,500 allocation for paving on Tucker Rd. The paving project approved by voters at town meeting was awarded to Pike Industries. The motion included a waiver of the normal bid process to favor Pike continuing to skim coat tucker Rd beyond the previously bid scope of the project. Mrs. LeFebvre seconded. The motion passed 3-0. Mrs. LeFebvre made a motion to approve an allocation of funds to purchase wildlife crossing signs for Reservoir Rd, noting increased pedestrian and automobile traffic now that fishing enforcement is being done by Barre City Water Department instead of the Game Warden. Ms. Ruff seconded. The motion passed 3-0.

Discuss Town Hall Rental Policy:

Ms. Youngman discussed our current policy which calls for a \$50.00 or \$100.00 security deposit, refundable after the event. She noted that she has never once kept a security deposit, and further noted that most stale dated checks are these refund checks. The board discussed the risk of not collecting security deposits, noting that we are covered under paragraph 7 of the agreement which states the renter is responsible for all repairs as a result of damage caused by the renter or guests. Mrs. LeFebvre made a motion to eliminate the need for a security deposit. Ms. Ruff seconded. The motion passed 3-0.

Road Foreman Report:

Mr. Barnes reported that grader training happened last week. Stuart Johnson came on Thursday for grader training. He was scheduled to come on Friday, but showed up a day early. Mr. Barnes graded roads while Mr. Johnson and Matt Wadsworth, our second road crew, followed in Mr. Johnson's pick up truck. Then Mr. Barnes and Mr. Wadsworth traded places. Mr. Johnson noted that Mr. Wadsworth caught on quickly and doesn't need a second session.

The town's annual MSHA inspection also occurred at the end of June. The town passed with no violations noted. Alan May from Better Back Roads came and to look at the work the town did on Preston Rd.

Mr. Barnes noted that he didn't get a chance to finish digging up Tucker Rd before he left for vacation, but it will be ready soon after he returns the week of July 19th.

Old Business:

Update LEMP:

Mr. Holmgren signed the form, but noted several edits. He'd like us to clarify the number of animals Michele Boyer can house. The board suggested we simply change the wording to reflect that she can help house dogs. The board also added the EMD as an authorized purchaser for the town during a declared emergency and eliminated a spending limit during an emergency. Both of these changes reflect our current purchasing policy. After some discussion about Meadow Brook Trailer Park, the board decided to keep that listed as an area in town with vulnerable populations. Mrs. Stone noted that the land line phone number listed for Road

Commissioner and for Tim Stone Trucking is not a good number and asked to have it removed. These changes will be made and brought to the August 8th meeting for final sign off.

Town Hall and Office repairs:

Noting no real updates, the select board reiterated it's desire to form an advisory committee to help with these projects. Ms. Ruff will talk to David Childs; Mrs. LeFebvre will talk to Clark Agnew.

New Business:

Set the Tax Rate:

Ms. Ruff made a motion to set the tax rate for calendar year 2022 as follows:

Municipal Rate:	0.4944
Edu Rates (from state)	
Homestead:	1.3129
Non-Homestead	1.5417
Veterans	0.0067
Total Homestead	1.8151
Total Non-Homestead	2.0439

Mrs. Stone seconded the motion. The motion passed 3-0.

Sign Fireworks Permits

Ms. Youngman was unable to locate the fireworks permits Mrs. Eastman left for the board to review. Ms. Youngman told members the two parties and the dates and will forward them when she locates them.

Establish office hours during town clerk's vacation:

The office will be open Monday through Friday 8 am til noon, and 1pm til 2pm, or by appointment during the weeks of July 11th and July 18th. If someone needs a post 2pm appointment, a member of the select board will cover an appropriate amount of time in the morning, and Ms. Youngman will cover the later appointment.

Other Business:

Executive Session 1 V.S.A § 313(a)(3)

On a motion made by Ms. Ruff and seconded by Ms. Lefebvre, the Selectboard moved into executive session at 8:19 pm. All in favor.

On a motion made by Ms. Ruff and seconded by Ms. Lefebvre, the Selectboard exited executive session at 8:59pm. All in favor.

Adjournment:

On a motion made by Ms. Ruff and seconded by Mrs. Lefebvre, the Selectboard adjourned at 8:59 pm.

Respectfully submitted,
Lee Youngman, Assistant Town Clerk
