

## SELECTBOARD MEETING MINUTES

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December 12, 2022, 6:00 p.m. Orange Town Clerk's Office

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### **Selectboard Present:**

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

### **Others Present:**

John Barnes-Road Foreman, Angela Eastman-Town Clerk (by Zoom), Lee Youngman-Treasurer, and Kevin Wilson-Resident.

### **Call meeting to order:**

At 6:02pm Selectboard Chair, Ms. Ruff, called the meeting to order.

### **Consider approving agenda/agenda revisions:**

None

### **Consider approving minutes:**

10/3/22 minutes: Mrs. Stone amended the minutes to reflect a vote of 2-0 in favor of approving the two sets of 9/26/22 minutes noting Ms. Ruff abstained from taking action. Ms. Ruff amended the minutes to add the date of Thursday 10/6/22. On a motion made by Ms. Ruff and seconded by Mrs. LeFebvre, the minutes were approved 3-0 as amended.

10/6/22 minutes: Ms. Ruff amended to minutes to reflect motions were approved 3-0. On a motion made by Ms. Ruff and seconded by Mrs. LeFebvre, the minutes were approved 3-0 as amended.

10/17/22 minutes: On a motion made by Ms. Ruff and seconded by Mrs. Lefebvre, the minutes were approved 3-0 as drafted.

10/24/22 minutes: On a motion made by Ms. Ruff and seconded by Mrs. Lefebvre, the minutes were approved 3-0 as drafted.

11/14/22 minutes: Ms. Ruff amended the minutes to reflect that the Brookfield motion passed 3-0. On a motion made by Ms. Ruff and seconded by Mrs. Stone, the minutes were approved 3-0 as amended.

12/5/22 minutes: On a motion made by Mrs. Lefebvre and seconded by Mrs. Stone, the minutes were approved 3-0 as drafted.

### **Guest Speakers/Public Comment:**

Mr. Wilson asked if the select board or staff had connected with CTERT on dispatch and call issues. Ms. Ruff agreed to reach out to Anne Dolan again.

### **Town Treasurer Report:**

#### Approve warrants-Payroll and Accounts Payable:

On a motion made by Ms. Ruff and seconded by Mrs. Stone, the payroll warrant was approved as presented. The motion passed unanimously.

On a motion made by Ms. Ruff and seconded by Mrs. Stone, the accounts payable warrant was approved as presented. The motion passed unanimously.

On a motion made by Ms. Ruff and seconded by Mrs. Stone, the treasurer was authorized to pay the JA Gould bill, which put the town clerk's office repairs budget over budget by \$721.01. The motion passed unanimously.

On a motion made by Ms. Ruff and seconded by Mrs. Lefebvre, the treasurer was authorized to sign all the

checks in this warrant dated 12/12/22.

Review Current Budget:

The select board reviewed year to date budgets for both the general and highway funds.

Approve Journal Entries for November 2022:

On a motion made by Ms. Ruff and seconded by Mrs. Lefebvre, the November journal entries were approved as presented. The motion passed unanimously.

**Town Clerk Report:**

Mrs. Eastman participated via Zoom. She thanked staff and the select board for filling in during her absence and gave an update on her health and prognosis. The select board made it clear that she is not to come back to work until she is ready, healthy and strong enough. Ms. Youngman commented that she has a new appreciation for how much multitasking goes on in the town clerk's life. Ms. Eastman is going to begin a combination of remote and in-person hours as her strength allows. Ms. Ruff with working with the Tech Group to get remote access to Mrs. Eastman's email.

**Road Foreman Report:**

Mr. Barnes reported that all roads are frozen. They managed to grade a few roads in between the mud and the freeze and put down some gravel. He reported that the results of the sand testing indicate the sand in our pit is fine and will not make mud. He and Ms. Eastman met with Todd Eaton from the State of Vermont to go over the test results. Mr. Eaton reiterated that the very best thing the town can do to mitigate future mud season road failures is to bring all ditches in town up to state standards. Mr. Barnes further reported that Gillespie fuels inspected the furnace at the garage, and it passed inspection for another year. He cautioned that the furnace dates back to the mid-seventies and is 20 years beyond its life expectancy. The select board directed him to begin soliciting quotes to replace the furnace in the garage.

**Old Business:**

Discuss Personnel

The job description and want ad for the new Assistant Clerk/Treasurer position has been posted on 7 neighboring Front Porch Forum Communities, on the VLCT website, the Vermont Municipal Clerks and Treasurers website, and physical flyers have been posted at Roland's, the Barre Post Office, and the East Barre Post Office. We have received one application and will reach out to that candidate to arrange an interview.

Review 2023 Budget

This was moved to the end of the meeting.

**New Business:**

Discuss Johnson Property on Fish Pond

This property was sold at tax sale in 2017 and lien was recorded. It was never released. The property is selling on 12/14/22 and needs a lien release. On a motion made by Mrs. Lefebvre and seconded by Mrs. Stone the board authorized Treasurer Lee Youngman to sign the release prepared by Attorney Jim Jamele. The motion carried 3-0.

Complete Transportation Alternatives Grant

Ms. Ruff will work with Ms. Youngman and Mrs. Eastman to get this completed and submitted by the deadline.

Discuss Town Hall Furnace

Ms. Ruff met with Steve from Gillespie and was given two quick quotes: \$15,676 for a new oil furnace and \$18,546 for a new propane furnace. Both systems will use existing duct work. On a motion made by Ms. Ruff and seconded by Mrs. Lefebvre, the board accepted the quote for the propane furnace. The motion passed unanimously. On a motion made by Ms. Ruff and seconded by Mrs. Lefebvre, the board authorized Ms. Youngman to refund any outstanding town hall rental payments until we can re-open the building to the public. The motion passed unanimously.

Select Board Chair Ms. Ruff called a brief recess at 7:21 pm

At 7:34, Ms. Ruff called the meeting back to order.

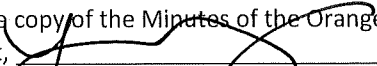
Discuss 2023 budget

The select board and staff members present continued to work on the 2023 budget proposal. Ms. Ruff reminded everyone of a meeting on January 4<sup>th</sup>, 2023 solely devoted to budgeting.

**Adjournment:**

On a motion made by Ms. Ruff and seconded by Mrs. Lefebvre, the meeting adjourned at 8:47 pm. The motion passed unanimously.

Respectfully submitted,  
Lee Youngman, Assistant Town Clerk

The foregoing is a true copy of the Minutes of the Orange Selectboard Meeting.  
A True Record. Attest,  \_\_\_\_\_, Assistant Town Clerk

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