

TOWN OF ORANGE
SELECTBOARD MEETING MINUTES

Monday, May 8, 2023

Present: Samantha Lefebvre, Kevin Wilson
Town Clerk Angela Eastman, Assistant Clerk Diane Waters, Road Foreman John Barnes
Guests - Maureen Golden & Lorilee Drown, Community National Bank
Tyson Chouinard, Pike Industries
Wayne Symonds

Absent: Sheila Stone

Call Meeting to Order: Chairperson Lefebvre called the meeting to order at 6:00 p.m., followed by the Pledge of Allegiance.

Consider Approving Agenda/Agenda Revisions: Eastman requested the *Town Clerk's Report* and the *Road Foreman's Report* be added to the agenda. No other revisions were made and agenda was approved.

Consider Approving Minutes from 4/10/23 and 4/24/23: On a motion by Lefebvre, seconded by Wilson, the Board voted to approve the 4/10/23 minutes.

On a motion by Lefebvre, seconded by Wilson, the Board voted to approve the 4/24/23 minutes edited to read: At 8:06 pm the Selectboard came out of executive session, and with no action taken. On a motion by Lefebvre, seconded by Wilson, the Board voted to adjourn at 8:06 pm.

Guest Speakers and/or Public Comment: None

Open Paving Bids: Guest Tyson Chouinard, Pike Industries, was present. Bids were opened and read aloud by Eastman for the paving of Reservoir Road –

1) Johnson Paving	\$103,775.00
2) Freshcoat Asphalt	\$ 93,115.00
3) FW Whitcomb	\$ 84,040.00
4) J Hutchins	\$ 82,786.76
5) Pike Industries	\$ 96,671.25

Chouinard suggested the town check with Freshcoat and Johnson for total tons included in their quote. He said it should be 950-975 tons.

Lefebvre stated she will be visiting Stone in the hospital on Tuesday -- not to discuss the bids with her but to give her the notes. Eastman was directed to call Freshcoat and Johnson to get their tonnage and inquire if flagging and emulsion are included along with the use of rubber rollers. Barnes will re-measure the road and give the figures to Eastman. Lefebvre will then compile a spreadsheet.

Discuss Changing Financial Institutions: Eastman stated she has had many problems with M&T Bank lately and is researching other banks' services. She has interviewed five different banks and feels Community National Bank has stood out. The CNB representatives Golden and Drown were introduced. Golden said they have put together a proposal after analyzing the Town's financial situation. They stressed that no fees would be assessed. Barnes requested the new credit card limit be increased to \$5,000 as the present card has a \$500 limit which has forced Barnes and Eastman to use their personal cards at times. Lefebvre stated she will be taking her notes to Stone for her review, and hopefully the Board will have a decision in a week.

Town Clerk Report:

- \$2,157 was collected from the Bulk Trash event. 227 Green Up bags were collected by the Highway crew today along with 375 tires and are waiting for grant approval for disposal of the tires.
- Eastman and Waters recently attended the VMCTA training in Fairlee. It was brought up at one of the sessions that town policies need to be updated every two years. Eastman will be working on updates plus drafting two new ones, i.e. (1) *Tax Collection Policy* and (2) *Cash Receipts & Returned Checks Policy*.
- Barnes and Eastman attended a FEMA phone meeting last week and an in-person meeting this Thursday.
- Eastman visited the new Washington Town Clerk to assist her.
- Lefebvre reminded Barnes to bring in his personal cell phone bill in order to discuss a stipend because he uses it for town business.
- There was discussion regarding the Duprey incident. Eastman reported that the Barre Town Ambulance Service and Tri-Village Fast Squad were dispatched. No Fast Squad members responded, possibly because it was during the daytime when they were at work.
- Regarding Wilson's April 14th trash fire complaint, Eastman reported no 911 call was placed. A firefighter responded and saw only a small fire. Wilson said it was dispatched through Hanover.
- Washington and Barre Town fire departments responded to an old camper that had been set on fire on Richardson Road last week. Lefebvre stated the incident should be documented and action taken if it happens again.
- The fire warden policy should be reviewed. Eastman would like to meet with the State Fire Marshall to review the fire warden's responsibilities.
- Lefebvre will give a copy of the Orange County Sheriffs Department's and the Washington County Sheriffs Department's proposed contracts to Stone for her review. Lefebvre will follow up with OCSD regarding their last invoice for \$78.

Town Treasurer Report:

- a) *Approve Warrants* - On a motion by Lefebvre, seconded by Wilson, the board voted to approve the May 1 and May 8 payroll warrants. On a motion by Lefebvre, seconded by Wilson, the board voted to approve the accounts payable warrant of May 8.
- b) *Review Budget* - Re: the General Fund, Eastman said a couple of regular transfers were done; the budget looks good; she is still working with late dogs; nothing has changed with ARPA; security system is over because a motion sensor needed to be replaced in the Clerk's

office. Re: the Highway Fund, overtime is slightly over; propane is over because of the power outage this past winter; repairs are over on Truck #1 and the grader.

Lefebvre made a motion to approve overspending on:

- . Equipment Repairs & Maintenance (Highway Fund) – 02-6-50-68.00
- . Security System (General Fund) – 01-5-30-37.01

The motion did not receive a second; motion did not pass. Wilson requested it be brought up in executive session.

- c) *Approve Journal Entries* - On a motion by Lefebvre, seconded by Wilson, the board voted to approve the April 2023 journal entries.

New Business:

- a) *Discuss appointment of new Selectboard member.* Eastman reported she spoke to three individuals including Wayne Symonds who agreed to serve. Lefebvre explained to Symonds when board meetings are held and what is generally discussed. Wilson questioned how he could get a copy of the State selectboard book; Eastman said they were no longer available until updated. She will check with a former Board member to see if she has a copy for him. Symonds spoke briefly about his professional background. Lefebvre explained how each board member is a specific staff liaison person, i.e. employees, road commissioner, etc. When a new member is available, Lefebvre said she will step down and the remaining Board members will appoint the new member.
- b) *Discuss Clean Up of Town Property.* Wilson inquired about the plan to remove dirt away from the foundations of the Town Hall and the Clerk's Office. Plants have been removed. Barnes will scrape the ground level with the backhoe.
- c) *Discuss Use of Town Land for Snowmobiles.* Wilson was asked by Jim Murphy, Washington SnoFlyers, if the club can put in a culvert on Richardson Road just before Johnson's. The crossing was used all winter with no complaints from neighbors. Lefebvre made the motion to allow the Washington SnoFlyers to place a culvert at the trailhead on the old town road in Orange, first meeting with Road Foreman Barnes, and to work in a clean and respectful manner. Wilson seconded, and motion was carried.
- d) *Discuss Letter of Permission from Gomo's Regarding Putting Up Tree Stand.* Eastman was directed to put Gomo's letter in the "Hunting" file until a policy is made.
- e) *Discuss Applying for HSIP Grant.* Eastman requested permission to apply for a HSIP grant to pay for signage and tree cutting on road curves. On a motion by Lefebvre, seconded by Wilson, the Board voted to approve Eastman's request to apply for a HSIP grant.

At 8:48 pm, Chairperson Lefebvre called a 5 minute recess. At 8:52 pm, Lefebvre resumed the meeting.

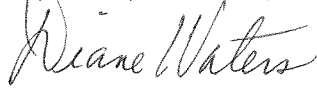
Other Business:

- a) *Executive Session.* At 8:55 pm, the Board went into executive session re: 1 VSA §313(a)(3) to discuss the employment or evaluation of a public employee.

At 10:36 pm, the Board came out of executive session.

Adjournment: On a motion by Lefebvre, seconded by Wilson, the Board voted to adjourn at 10:36 pm.

Respectfully submitted,

A handwritten signature in cursive script that reads "Diane Waters". The signature is written in black ink and is positioned above the printed name.

Diane Waters, Assistant Town Clerk