

TOWN OF ORANGE

SELECTBOARD MEETING MINUTES

November 13, 2023

Present: Eric Holmgren, Sheila Stone, Kevin Wilson
Town Clerk Angela Eastman, Assistant Clerk Diane Waters

Absent:

Guests: Steve Simpson, Carmella Tucker, Emily Ruff, Chuck and Eileen Houle

1. Call Meeting to Order: Chair Holmgren called the meeting to order at 6:01 p.m.
2. Approve Agenda: No revisions were made.
3. Public Comments: Tucker and Simpson questioned the reappointment of Stone to the board at their November 1 emergency meeting. Holmgren stated that, after consulting with VLCT, the board felt it was in the best interest of the town to fill the position as soon as possible because of upcoming budgets, personnel reviews, etc.
4. Discuss/Consider Tucker Road Work Bids: Wilson explained that three bids were received. However, they were not consistent. Because of the lateness in the year, the board will re-do the *Request for Proposals* in the Spring 2024.
5. Discuss Grader Maintenance and Repairs: There was discussion about sending out the grader for any necessary repairs this winter which will help determine whether it is feasible to put more money into it or whether a new one should be purchased. Simpson reminded the board that there are grants available for graders.
6. Discuss Provencher Lane Culvert Replacement and Misinformation Provided to FEMA: The board was informed that FEMA will not cover the replacement culvert if the original one was in good condition, only the installation and all work around it. Wilson stated the old culvert was determined to be in poor condition and was replaced with a new one. Wilson will look for pictures of the original culvert to submit to FEMA.

Ruff questioned if a guardrail will be installed where the road alignment was changed. Wilson will look at it and determine if a guardrail should be installed next year. He will also look at her driveway and the log landing.
7. Discuss Job Descriptions and Upcoming Reviews: Because employee reviews haven't been done in quite a while, the board requested Eastman to give them copies of all job descriptions and they will get them out to the employees to update.

8. Discuss/Consider Town Treasurer Position: There was discussion about possibly making the Town Treasurer position a parttime position to alleviate the Town Clerk's workload. Ruff stated that 65% of towns in Vermont have the Clerk and Treasurer positions combined, and Eastman said she is not overwhelmed with the duties. The board concluded that they will not need to consider a separate Treasurer position and will put NEMRC costs in the budget to continue reconciling bank statements.
9. Discuss Updates to the Orange County Sheriff's Department Contract: Holmgren stated the misunderstanding regarding the OCSO contract timeframe has been clarified. The current contract will be made null and void, and a new contract will be written to reflect the town's January-December budget year.
10. Review Current Budget: The board reviewed the current budgets. Eastman discussed tax revenue and said it will be divided between the General Fund and the Highway Fund after the 15th. The State has fronted all 2024 State Aid to Highways funds already. She is waiting to hear from the School District about paying them their portion.
11. Consider Payroll and Accounts Payable Warrants: On a motion by Holmgren, seconded by Stone, the board voted unanimously to approve the payroll warrant and the AP warrant as modified.
12. Review 2024 Budget – Income and Grants and Set Meeting Dates: The board discussed various anticipated income. Eastman reviewed the various anticipated 2024 grants along with the town's local match. It was determined that separate articles for Tucker Road and for Reservoir Road will be put on the Town Meeting warning. The date for a Budget Meeting was set for Thursday, November 16 at 5:00 p.m.
13. Discuss/Consider Approving Previous Meeting Minutes: On a motion by Stone, seconded by Wilson, the board voted unanimously to approve the minutes from July 11 (with times added), August 7 (with changes), August 14 (with changes), August 16, August 28, September 11 (with times added), September 25, October 10, October 23 (with changes), and November 1. On a motion by Holmgren, seconded by Wilson, the board voted to approve the October 30 minutes (with changes); Stone abstained.
14. Adjourn: On a motion by Holmgren, seconded by Wilson, the board voted unanimously to adjourn at 8:30 p.m.

Respectfully submitted,



Diane Waters, Assistant Town Clerk