

Town of Orange
Special Selectboard Meeting
April 16, 2024, 7:00pm
Orange Town Hall

Attendance: Chair Steve Simpson, Kevin Wilson, Wayne Symonds
Ginny Raboin, Clerk

Guests: Ernest Wilson, Michael Raboin Jr., John McNeil, Tim Stone, Shelia Stone, Michelle Brock, Susan Davis, Gary Eggleston, Aaron Blaisdell, Angela Eastman, Larry Eastman, Eric Holmgren

7: 00 Call the meeting to order: Chair Simpson called the meeting to order at 7:00pm.

7:05 Approve Agenda: With a request from Wilson to add the ARPA Funds and a Road Report Simpson made a motion to approve with the additions, seconded by Symonds, the board voted unanimously.

Road Report: Wilson advised there was flooding Friday due to a clogged culvert on Provencher/302. The State came to unclog the culvert and spoke to a resident who wanted to seek a permit from the state to install and maintain the beaver baffle on the culvert. Wilson expressed concerns if the resident obtains the permits and is responsible for maintaining the culvert, who would be responsible if the baffle fails and flood Provencher. Symonds suggested drafting a letter to VTrans to learn more about the permit and responsibility of the Town, in addition to a letter to the resident to advise the potential damage to the town infrastructure. Symonds will draft a letter and forward to the Clerk for board review at the next Selectboard meeting. There was continued discussion Mike Raboin Jr. suggested contacting the Beaver Expert with the State of Vermont Fish and Wildlife to review and provide recommendations for resolution.

ARPA Funds: Wilson advised the funds needed to be allocated and reported the Town Office lost shingles on the roof and needs repair. Symonds asked if there was a scope of work for the Town Office. Simpson advised the funds need to be committed by December. There was discussion that included the drilling a well for the Town Office, Wilson provided the needed information on the Town Office/Town Hall water supply. Holmgren reports drilling a well brings additional responsibilities for the Town due to it being a Public Water Source. Raboin advised there is currently a well listed for the Town of Orange on the State Website for drilled wells and recommended follow up. Symonds stated he wanted to review the previous boards approved allocation of the ARPA Funds before making decisions.

7:10pm *This is a working Selectboard meeting to discuss/approve the following existing policies and ordinances:*

Selectboard Rules and Procedures (Last updated 2022): Symonds made a motion to approve the Selectboard Rules and Procedures, seconded by Simpson. Upon further review it was determined that the policy on the website and printed version differed. Symonds called the vote; the board voted it down and tabled until the next meeting.

Conflicts of Interest and Ethical Conduct Policy (Last updated 2019): After review, Simpson made a motion to approve the policy, seconded by Symonds. There was discussion about town officials and employees reading and acknowledging receipt of the policy yearly. This policy was approved with the addition of a signature page to be completed yearly. On a motion by Wilson to approve the policy as it stands, seconded by Symonds the board voted unanimously. A second motion by Simpson, seconded by Symonds the board voted to approve the addition of a signature page to be completed yearly by all town officials and employees acknowledging receipt.

Animal & Nuisance Ordinance (Last updated 2012): The board reviewed the policy last updated in 2012, Clerk provided a copy the previous board was working to complete. Stone reports that policy was updated with the help of the previous Animal Control Officer. The steps needed to complete the adoption of the new ordinance was not completed, the process needs to be started over. Simpson made a motion to table the update to the ordinance, seconded by Wilson by unanimous vote this ordinance was tabled.

Town Property Keys (New): Simpson advised this was a new policy, after reviewing Symonds suggested minor changes to the verbiage and advised he would adjust and bring to the Clerk for updating. Symonds made a motion to approve the Town Property Keys, seconded by Wilson.

7:40 Road Commissioner and Road Foreman Job Description: Symonds reports utilizing the template from VLCT and curtailing the description to a Highway Supervisor and Road Commissioner. The Road Commissioner role would be 8 hrs. per week, more administrative, and a paid role. Wilson reports this role was not budgeted as a paid role. The Highway Supervisor role Symonds explained fits closely with the current Road Foreman description/ With additional conversation about requirements for both roles, . Eggleston asked if the Road Commissioner role would require CDL license. Holmgren asked the board to advise if the Commissioner job description was being created specifically for a person, Symonds reports No. Wilson share concerns about minimal oversight for the road crew withing the drafted Road Commissioner description. Simpson advised a report weekly of duties or projects would allow an opportunity for oversight.

There was continued discussion regarding the ability for the Road Crew to have cell service and use of two-way radios. Options were presented, Symonds will reach out to see if the Town can utilize the First Responder contract with AT&T and/or if updating the two-way radio system would be a benefit. On a motion by Symonds, seconded by Wilson the board voted to table discussion until April 22, 2024, meeting.

8:40 Animal Control Officer update: Simpson reports receiving 4 people inquiring about the role. Symonds asked if there would be an interview process, Simpson advised no decision would be made during this meeting. Brock asked if there was a plan for the interim, Simpson advised there is someone he can call on an Emergency basis until an ACO is appointed. Eggleston advised Rescue's in the area are a potential resource for support. Simpson tabled further discussion until the next meeting.

8:55 Additional business: No discussion.

9:00pm Adjourn: Symonds made a motion to adjourn, seconded by Wilson, by unanimous vote the board adjourned at 8:55pm.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Ginny Raboin', with a long horizontal flourish extending to the right.

Ginny Raboin
Town Clerk