

TOWN OF ORANGE SELECTBOARD MEETING MINUTES October 15th, 2024

The scheduled Meeting of the Town of Orange Selectboard was called to order in person by Selectboard Chair Steve Simpson at 5:30pm in the Town Clerk's Office at Orange, Vermont. In attendance were: Selectboard Members Steve Simpson, Wayne Symonds, and Kevin Wilson. Town staff members present were Town Clerk Chelsea Magwire and Cemetery Commissioner Michael Raboin.

Executive Session

- A. Executive Session for the purpose of discussing Personnel issue (1 V.S.A. § 313 (a)(3).

The Board exited executive session and reconvened the meeting at the Town Hall at 6:08pm.

Approval of Selectboard Minutes

- A. September 23rd, 2024
 - a. Town Clerk to amend minutes to state the next meeting date to read October 15th, 2024.
- B. October 9th, 2024
 - a. Town Clerk to amend minutes to state the meeting date as October 9th, 2024
 - b. Town Clerk to amend minutes to state that there was no action taken by the Selectboard.

Motion moved to approve minutes from September 23rd and October 9th, 2024 pending necessary changes by Selectboard Member Symonds, Seconded by Selectboard Member Wilson – Approved.

Approval of Agenda

- A. Additions
 - A. Under Road Commissioner Report, by the request of SB Member Symonds
 - i. Culvert Policy
 - ii. Paving RFP

Cemetery Commissioners Update

* SB Chair Simpson to follow up with Cemetery Commissioner Rod Coronado on required signatures.

Fireworks Permit

* Applicant on Tucker Road for Saturday, October 19th, 2024.

* SB Chair Simpson visited the site, the fireworks display is to be conducted by two experienced professionals.

Motion moved by SB Chair Simpson to accept the Fireworks Permit, Seconded by SB Member Wilson – Approved.

VAST Trail

* SB Member Wilson voiced concern that snowmachines may cross town roads too quickly, leaving mounds of snow across the town highway that may freeze and create a safety hazard.

* SB Member Symonds suggested the Board table discussion until a representative of VAST is able to be present to discuss potential concerns, and that the board will sign after that discussion.

Road Commissioner's Report

- A. July 10, 2024 Storm Damage
 - a. SB Member Wilson was updated by Road Foreman John Barnes that Smith Road is almost completed, there is more mitigation work to do on Reservoir Road, and that he has contacted Dig Safe to visit Riddel Pond Road where they would like to place the new culvert.
- B. Riddel Pond Culvert Project
 - a. The culvert will arrive on Friday, October 18th.
 - b. The Request for Proposals will have a tentative deadline of Thursday, October 24th.
- C. Cutler Corner Road Culvert
 - a. The Town has a temporary culvert that could potentially be used in the interim.
 - b. SB Member Wilson believes guardrails may need to be moved in order to widen the culvert, and will contact VTrans for guidance.
- D. Culvert Policy
 - a. SB Member Symonds reviewed the policy titled "Driveway Access and Culvert Replacement Policy" and the "Access Permit" form.
 - i. SB Member Symonds mentioned that the culvert policy should state a size, and the access permit should reference the culvert policy. He also noted that it should be clarified that the culverts in question are only within the Town's Right of Way.
- E. Paving RFP
 - a. SB Member Wilson believes there is a template for a Paving Request for Proposals in the Town Clerk's Office
 - i. SB Member Symonds inquired if the RFP could be for a June start date, SB Member Wilson recommended August due to work on culverts.
- F. Tucker Road Grant
 - a. A contractor has agreed to complete the paving work.
 - b. SB Member Wilson inquired if the Town should upsize the culverts to be replaced.

Town Clerk's Report

* ARPA funding must be obligated by December 31st, 2024.

* The November election is underway, and preparations are going smoothly.

FEMA Disaster Declared for July 10-11, 2024 Flood

- A. State FEMA Call
 - a. The Town had the initial FEMA meeting on October 7th.
- B. Federal FEMA Call & Visit
 - A. SB Chair Simpson, Road Foreman John Barnes, and Town Clerk Chelsea Magwire met with FEMA PDMG Charles Williams on October 8th.
 - i. Williams toured the damage sites throughout town to be repaired and estimated compensation.

Grants Update

- A. Sidewalk Scoping
 - a. The Selectboard met with the Planning Commission on October 9th.
- B. Grant for Tree Cutting and Signs, Expires December 31st, 2024
 - a. SB Member Wilson stated that he talked with the landowner, and they gave verbal and written permission to the town to cut the 2 extra feet the Town had requested. The landowner requested the town lay trees into the woods to be of benefit to the natural habitat.
 - b. SB Member Wilson will begin writing an RFP for Tree Cutting.

Warrants/Payroll

Motion moved by SB Member Symonds to approve AP Warrants for October 15th, 2024, Seconded by SB Member Wilson – Approved.

Motion moved by SB Member Symonds to approve Payroll for September 30th, October 7th, and October 14th, Seconded by SB Member Wilson – Approved.

Personnel Policy Revision

* The Town Personnel Policy was last updated June 13th, 2022.

* SB Chair Simpson would like to review the policy for revisions that need to be made.

Establish Delinquent Tax Policy

SB Member Symonds moved to table discussion on this item and the RFP for Tax Reappraisal until Lister/Delinquent Tax Collector John McNeil is present, Seconded by SB Member Wilson – Approved.

Public Comment

* No public comment.

* SB Member Symonds inquired about a quote handed out by SB Chair Simpson from Computer Barn. The quote includes a monthly fee to provide technical support.

Adjournment

Motion moved by SB Member Symonds to adjourn at 7:35pm. Seconded by SB Member Wilson.

Next meeting is scheduled for Monday, October 28th, 2024.

The open portions of the meeting were recorded on a voice recorder.

Respectfully submitted,
Chelsea E. Magwire, Town Clerk