

TOWN OF ORANGE

SELECTBOARD MEETING MINUTES

December 23rd, 2024

The Meeting of the Town of Orange Selectboard was called to order in person by Selectboard Chair Steve Simpson at 6:07pm in the Town Hall at Orange, Vermont. In attendance were: Selectboard Members Steve Simpson, Wayne Symonds, and Kevin Wilson. Other Town staff present was Town Clerk, Chelsea Magwire. Members of the Public present were Michael Raboin, Jr., Gary Eggleston, and Jim Wild.

Approve SB Minutes

SB Member Symonds moved to approve Selectboard Minutes for December 9th, 2024. SB Vice-Chair Wilson seconded.

SB Member Symonds moved to approve Selectboard Minutes for December 16th, 2024. SB Chair Simpson seconded.

SB Member Symonds moved to approve Selectboard Minutes for December 19th, 2024. SV Vice-Chair Wilson seconded.

Approve Agenda

SB Vice-Chair Wilson moved to approve the agenda, given the removal of the 6:10pm time slot, seconded by SB Member Symonds.

Road Commissioner Report

- A. SB Vice-Chair Wilson shared that all anticipated sand had been brought in and is working well.
 - a. General discussion between the Board and the Public acknowledged how the granite sand will improve the condition of the roads, most noticeably during mud season.
 - b. SB Member Symonds inquired as to if there is a way to track how much sand is used per storm.
- B. SB Vice-Chair Wilson shared that the tree cutting has been completed.

Town Clerk Report

- A. Town Clerk Magwire requested of the Board that she close the Town Clerk's Office at noon on Fridays.
 - a. SB Member Symonds recommended this be a trial through January.
- B. Magwire shared that she will be closing the office at noon on Tuesday, December 24th, for the Holiday. She requested that the board approve payment of the Assistant Town Clerk for the entire day.

SB Chair Simpson moved to pay Diane on the 24th for the Holiday. SB Member Symonds seconded, requesting an amendment that the payment is a bonus to

show appreciation for her extra work this year. SB Chair Simpson accepted the amendment.

- C. Magwire shared that the Town Hall Rental Agreement requires modification, and that after a conversation with VLCT (Vermont League of Cities and Towns), she learned that the policy should reflect the fact that if alcohol is present, the Renter should obtain liability insurance for the event.
 - a. Magwire presented the model policy supplied to her by VLCT.
 - i. General discussion among the Board regarded if alcohol should be permitted on town property and the potential for other contraband substances to be used.
 - ii. The Board discussed bringing the proposed Policy back in January 2025, and the ethical implications of Town Officials possessing alcohol on town property.
- D. Magwire presented to the Board her obligations as liaison to the State Ethics Commission.
 - a. These obligations include complaint referral, record keeping, communication regarding required trainings, and staying current on VT Statute regarding municipal ethics.
 - b. Magwire proposed a policy, adapted from VLCT, that outlines the process the Town must take when an ethics complaint is filed.

Warrants/Payroll

SB Vice-Chair Wilson moved to approve Payroll. SB Member Symonds seconded. SB Vice-Chair Wilson moved to approve Accounts Payable. SB Member Symonds seconded.

Rec. Committee Policy, w/ Revisions

* SB Vice-Chair Wilson recommended stating in the policy that the Selectboard reserves the right to remove committee members who violate regulations from their appointments.

SB Member Symonds moved to approve the Rec. Committee Governance Guide as amended and presented. SB Vice-Chair Wilson seconded.

* SB Chair Simpson requested Town Clerk Magwire format the guide with the "Recommended by Selectboard" date.

SB Member Symonds stated he would be in favor of amending his motion to allow for addition of a signature block.

Finance Report

* SB Chair Simpson shared that the Selectboard has begun budget preparation, and that they will meet again Thursday, January 2nd, 2025 at 6:30pm.

Establish Delinquent Tax Policy, 3rd Reading

- * SB Member Symonds noted that on item #4, the qualifier was removed to state “made arrangements”.
- * Town Clerk Magwire read a comment on the policy received by a resident.
- * General discussion occurred between the Board and the Public regarding the accumulation of interest and payment dates.

SB Member Symonds moved to approve the Delinquent Tax Collection Policy. SB Chair Simpson seconded.

Public Comment

- * Gary Eggleston inquired about the budget for legal fees.
- * Jim Wild inquired about the Town Clerk’s salary and hours. Town Clerk Magwire specified how she is paid and how she tracks time worked and time earned. He then inquired the same about John Barnes, leading to discussion between the Board and the Public about the time off policy for the Road Crew.
- * Michael Raboin, Jr. inquired as to if the current Grants Committee had been appointed this year. This lead to discussion between the Board and the Public regarding committee assignments and the functions of the grants committee.
- * Michael Raboin, Jr. inquired about the status of Beard Road, and if it had been thrown up. Discussion occurred regarding if the Town has a legal Right of Way.
- * Jim Wild inquired about the potential for lighting for the Park and Ride.

Adjournment

The meeting was adjourned at 7:52pm by motion of SB Member Symonds, seconded by SB Vice-Chair Wilson.

Respectfully submitted,
Chelsea E. Magwire, Town Clerk