



Town of Orange
Grant Committee Meeting
October 15, 5:30 PM
Orange Town Office

In attendance: Steve Simpson, Lee Cattaneo, Emily Ruff, Sam Lash (by Zoom), Greg Colling

1. Meeting was called to order at 5:33 pm by Emily Ruff.
2. The agenda was revised to discuss Transportation Study and Small System Capacity Grants, both due at the end of this month.
3. Approve Minutes
 - a. On a motion by Steve Simpson and seconded by Lee Cattaneo, the September 23rd minutes were approved with all members in favor.
4. Review Current Grants in Progress
 - a. MERP
 - i. Sam Lash emphasized that RFPs and contracts must be in progress for BGS review by March 2026.
 - ii. Sam Lash prepared a scope of work spreadsheet to compare the original grant agreement with Merrimack Consulting's assessment. The committee reviewed all three town buildings by line item, including costs. Proposed amendments will be tallied by Sam Lash, circulated to committee for review
 - iii. Insultation for the Town Office and Hall was discussed. Sam found evidence of a 2010 installation. If there is documentation indicating this is cellulose, the town may be able to forego a required asbestos assessment. Otherwise, this will be a \$1500 cost per building that is not covered by the MERP grant. Removal and reinstallation of security cameras is also not covered, but will be necessary in the repair of the exterior and installation of new siding.
 - iv. The previous down payment for the office roof was discussed. The \$7000 can be counted towards the Town's portion of the work and dates adjusted in RFP and contract for roofing. Steve Simpson will investigate the date this deposit was paid.
 - v. The Town Garage was not included in the Merrimack Consulting assessment. Steve Simpson, Sam Lash, Greg Colling and the road crew will meet at the garage to conduct an assessment in order to prepare accurate cost estimates.

- vi. Sam Lash emphasized the importance of continuing Merrimack Consulting's contract in order to continue into RFP phase of project management. On a motion made by Emily Ruff and seconded by Steve Simpson with all members in favor, Steve Simpson will make respective amendments to dates and maximum terms per the grant guidelines to the Merrimack Consulting contract.
 - vii. Sam Lash noted that when RFPs are written to be posted, they should be shared with BGS, Bid Registry, and Efficiency Vermont who is also able to review RFPs and Bids. EV can also participate in pre-bid walkthroughs with bidding contractors.
- b. MPG
 - i. Lee Cattaneo reported that Niki Sabado with CVRPC presented findings of the town survey at the Planning Commission meeting.
- c. Park and Ride
 - i. The committee reviewed the 2022 grant package. Emily Ruff will request additional info from Tina Bohl for Park and Ride requirements regarding scope of work and Part 1 of Grant Agreement, in order for the committee to assess how grant funding may be applied. The grant deadline is December 30 2026 following the latest extension.
 - ii. Steve Simpson will include the town's \$4400 match/in-kind in FY26 budget.
- d. Grants in Aid FY26 (Project to be confirmed)
 - i. Road Foreman needs to meet with Ashley Andrews before winter to confirm a project and develop a plan
 - ii. Project deadline is 9/30/26
- e. Better Roads FY26 (George Street)
 - i. Road Foreman needs to meet with Dan Judkins to develop a plan for completing this grant
 - ii. Deadline for completion is 9/30/26
- 5. Review Completed Grant Reimbursement Submissions
 - a. FHWA - Ashley Andrews has approved the final payments for this reimbursement.
 - b. TAP payment has been completed.
- 6. Discuss Potential Grants and Application Submissions
 - a. Transportation Alternatives Grant / Municipal Highway and Stormwater Mitigation Grant (Deadline 11/7)
 - i. This grant has been identified to apply for a salt shed at the Town garage. Road Commissioner Kevin Wilson will be pursuing the necessary quotes and documentation to submit this application. Lee Cattaneo has recommended that Kevin Wilson call VTrans to obtain the plans for the salt sheds necessary to submit this application, and will follow up with him as needed to ensure this is submitted by the deadline.
 - b. EV Charger Grant

- i. Sam Lash will contact Norwich regarding quote from installation partner, and Emily Ruff will follow up to proceed with documentation.
 - c. Better Roads FY27 (Deadline 10/31)
 - i. Steve Simpson reported that after consultation with the Road Commissioner and Road Crew, there is not capacity or an immediate project to pursue this opportunity at this time.
 - d. Transportation Study (due 10/23)
 - i. The committee determined that there is not an immediate project eligible for this grant at this time.
 - e. Small System Capacity Grant (due 10/29)
 - i. The committee discussed the application of this grant to the town's water system, with potential implications unknown. Emily Ruff will contact Pamela Sonn to inquire about the details and report back to the committee.
7. Other Business
- a. UST and Wheeler Engineering Report
 - i. Steve Simpson presented the Wheeler Engineering Report, and will circulate electronic copies to committee members.
 - ii. The committee recommends the tanks be removed and the quoted cost in the report be included in the FY26 budget. Any additional costs may be reimbursed under UST program, which this committee could pursue if relevant at that time.
 - b. Steve Simpson shared a Municipal Planning Grant report request from a grant dated 12/1/23 and authorized by then Selectboard Vice Chair Sheila Stone. This was not a grant that the committee had been involved in, and no members were aware of the grant or any activity conducted. Emily Ruff will investigate the grant agreement, scope of work, and any remaining funds on this grant with Jennifer Lavoie. The grant's deadline for completion is 11/30/25. Based on the request for reporting grant title, these funds may be suitable for MERP assessment work.that was not a grant submitted by our committee.
 - c. Steve Simpson reported on potential FEMA projects concerning ditching and culverts on Smith Road and Cutler Corner Road.
 - d. Steve Simpson will circulate current FY26 budget spreadsheets to the committee for review to ensure match and in kind line items for all active grants are represented accurately.

At 7:44 pm, Emily Ruff made a motion to adjourn and Steve Simpson seconded. All members were in favor.