

TOWN OF ORANGE, VERMONT
392 U.S. Route 302, Orange, VT 05641

SELECTBOARD MEETING MINUTES

August 25, 2025 – 6:30 PM

Town Offices – 392 U.S. Route 302, Orange, VT 05641

Selectboard Members Present:

Steve Simpson, Kevin Wilson, Kristin Paya

Others Present:

Interim Town Clerk Diane Waters, Lister John McNeil, Treasurer William Crowther,
Residents Sheila Stone and Tim Stone

1. Call to Order

Chair Steve Simpson called the meeting to order at 6:30 PM.

2. Adjustment to Agenda

On a motion by Simpson, seconded by Wilson, the Board voted unanimously to adjust the agenda by moving “Appoint New Road Crew Member” to the beginning of the meeting.

3. Appoint New Road Crew Member

Road Foreman Matt Wadsworth introduced Mike Utton as the new road crew member. On a motion by Simpson, seconded by Wilson, the Board voted unanimously to hire Mike Utton, contingent upon successful drug test results. Utton will begin work next week.

4. Approval of Minutes

On a motion by Wilson, seconded by Paya, the Board voted unanimously to approve the August 11, 2025 minutes.

5. Approval of Agenda

On a motion by Wilson, seconded by Paya, the Board voted unanimously to approve the agenda as written.

6. Open and Award Paving Bids – Tucker Road

Chair Simpson opened and read the following bids aloud:

- Pike Industries: \$219,482.00
- All States (J. Hutchins): \$209,360.00

After review and comparison, on a motion by Wilson, seconded by Simpson, the Board voted unanimously to accept the bid from J. Hutchins for \$209,360.00, per the RFP, to be completed in 2025.

7. Appoint New Town Clerk

Chair Simpson introduced Diane Hallenbeck as the new Town Clerk. On a motion by Simpson, seconded by Wilson, the Board voted unanimously to appoint Diane Hallenbeck as Town Clerk for the period ending one week after Town Meeting. On a motion by Wilson, seconded by Paya, the Board voted unanimously to authorize Simpson to sign the employment agreement. Hallenbeck was welcomed by the Board. Wilson requested an Executive Session following the regular meeting.

8. Introduce New Town Treasurer – Bill Crowther

Chair Simpson introduced Bill Crowther as the new Town Treasurer. Crowther stated he has been meeting with the Recreation and Cemetery boards and emphasized the need for stronger communication between those boards and the Selectboard. He recommended scheduling a meeting with NEMRC in September before budget deliberations. On a motion by Wilson, seconded by Simpson, the Board voted unanimously to approve two bank resolution letters (Crowther will obtain wording from the bank).

9. Appointments

- 911 Designate: On a motion by Simpson, seconded by Wilson, the Board voted unanimously to appoint Kristin Paya as Interim 911 Designee.
- Hazard Plan Administrator: On a motion by Simpson, seconded by Wilson, the Board voted unanimously to appoint Matt Wadsworth as Hazard Plan Administrator.

10. Liquor License Permit

Simpson reported he spoke with the Liquor Control Board regarding a permit request for a wedding on August 30 at the former Cyr Barn. He was advised there would be no liability to the Town. On a motion by Simpson, seconded by Wilson, the Board voted unanimously to approve the liquor license permit, contingent upon:

- Event hours of 4:00–10:00 PM, and
- The caterer notifying Vermont State Police – Berlin Barracks of the event.

11. Road Commissioner Report

Kevin Wilson reported:

- Riddel Pond Road was closed for one day to remove infected ash trees.
- Loose decking on Lord's Road Bridge has been secured; Wilson will inspect underneath the bridge.
- Regarding sand truck repairs, the mechanic will provide a 6-month warranty on work estimated at \$10,000.
- Wilson and Wadsworth are reviewing used truck options.
- Damage occurred on the Tucker Road Bridge; an insurance claim has been filed.

On a motion by Simpson, seconded by Wilson, the Board voted unanimously to authorize the Road Foreman and Road Commissioners to sign permit documents.

12. Town Clerk Report

Interim Clerk Diane Waters welcomed Diane Hallenbeck as the incoming Town Clerk.

13. Warrants / Payroll

On a motion by Wilson, seconded by Simpson, the Board voted unanimously to approve the August 16 and August 23, 2025 payroll warrants. On a motion by Wilson, seconded by Simpson, the Board voted unanimously to approve the August 25, 2025 Accounts Payable warrant.

14. Town Forestry Plan

This item was postponed to the next meeting to allow the Board additional time for review.

15. Public Comments

John McNeil noted the agenda should read "BOA Hearing" rather than "BCA Meeting." He also reported there may be two upcoming tax sales for abandoned mobile homes. Bill Crowther expressed appreciation to Diane Waters and John McNeil for their assistance during tax week.

16. Executive Session

At 8:36 PM, on a motion by Wilson, seconded by Simpson, the Board voted unanimously to enter Executive Session under 1 V.S.A. § 313(a)(1)(A) (Personnel). At 8:43 PM, on a motion by Simpson, seconded by Wilson, the Board voted unanimously to exit Executive Session. No action was taken.

17. Adjournment

On a motion by Wilson, seconded by Paya, the Board voted unanimously to adjourn at 8:44 PM.

Respectfully submitted,

Diane Waters

Interim Town Clerk