

Town of Orange Selectboard Meeting Minutes

October 27, 2025

6:00 PM

Orange Town Complex

Present

- **Selectboard Members:** Steve Simpson (Chair), Kevin Wilson, Kristin Paya
- **Others Present:** John McNeil, Diane Hallenbeck

1. Call to Order

- Meeting called to order by Steve Simpson at **6:02 PM**.

2. Approval of Minutes

- **Motion:** Kevin Wilson moved to approve the Selectboard minutes of **October 14, 2025**.
- **Second:** Kristin Paya.
- Discussion: Clarified that the grader repair refers to the existing grader, not a new one.
- **Vote:** All in favor. Motion carried.

3. Approval of Agenda

- **Addition:** Kevin Wilson requested adding an executive session at the end of the meeting.
- **Motion:** Kristin Paya moved to approve the agenda as amended.
Second: Steve Simpson.
- **Vote:** All in favor. Motion carried.

4. Selectboard Rules Reminder

- Steve reminded the public that Selectboard meeting rules remain in effect.

5. Sno-Bees Trail Use

- Discussion regarding trail access on **Cutler Corner Road** and **Reservoir Road**.
- **Decision:** Approved the Sno-Bees trail use as presented.

6. Reappraisal Discussion

- **Report by John McNeil:**
 - Received one proposal from **NEMRC**.
 - Work to begin in **2029** and conclude in **2031**.
 - Total cost: **\$70,449**, within the current reappraisal fund. ("pay as you go" at about \$3,000 per month).
 - Town must provide office space, computer, software, and updated tax maps.
 - Steve asked John to check for grants for tax map updates; John confirmed funding comes annually under **Act 60**
- **Motion:** Kevin Wilson moved to approve the NEMRC proposal.
- **Second:** Steve Simpson.
- **Vote:** All in favor. Motion carried.

7. MERP Contractor Contract – Merrimack Design

- Discussion on an energy project for three town buildings under the MERP grant.
- Merrimack Design previously charged \$4,400 for assessments.

- **Project Manager:** Greg Collin (Merrimack Design) to oversee implementation; fees billed hourly from grant funds.
 - **Scope Includes:** Weatherization, plumbing corrections (town clerk's office), air quality, roof venting, lighting, and related energy improvements.
 - **Motion:** Kevin Wilson moved to authorize Steve Simpson to sign the project management contract with Greg Collin.
 - **Second:** Steve Simpson.
 - **Vote:** All in favor. Motion carried.
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8. Road Commissioner Report

- **Road Conditions:**
 - Potholes on Tucker Road being reviewed; Michelle Redmen to inspect and report.
 - Kevin provided photos; Steve noted improper temperature may have affected work.
 - **Salt Shed:** Meeting with Lajeunesse—design services provided at no cost; site selected by Kevin and Matt. Property lines need to be defined.
 - **Other Notes:**
 - Resident throwing debris into road—Kevin returned debris to property.
 - Awaiting arrival of new truck. Hydraulic brakes on current truck cost **\$8,000** to repair and may need redoing in two years. Kevin recommended selling it.
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9. Town Clerk Report

- Recordings are now current.
 - Clerk learning election procedures and updating the town website.
 - Newsletter (by Diane W.) expected to go to press by week's end.
 - Bill is expected back next Tuesday.
 - Tax payments being collected.
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10. Review and Approval of Warrants & Payroll

- Kristin reminded that quarterly reports are due at the end of the week and to notify Diane W.
 - **Payroll (10/18 & 10/25):** Motion by Kevin Wilson, second by Steve Simpson. All in favor.
 - **Accounts Payable Warrant:** Motion by Kevin Wilson, second by Kristin Paya. All in favor.
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11. Public Comment

- None.
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12. Budget Planning and Discussion

- **Steve** emphasized need to increase contributions to the **Equipment Fund** (down approximately \$70,000).
 - Discussed budgeting for reappraisal fund, tax maps, and computer updates.
 - Discussion about Act 60 reappraisal funds.
 - Discussion among board and John McNeil on how reappraisal funds are handled and whether any funds were incorrectly rolled into the general fund—John to verify mechanism.
 - Kristin continuing to rebuild the budget documents.
 - **Action:** Diane to send Kristin NEMRC login information.
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13. Adjournment

- **Motion:** Steve Simpson moved to adjourn the regular meeting.

- **Time:** 7:04 PM.
 - **Vote:** All in favor. Motion carried.
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14. Executive Session

- 10 minutes after adjournment, the Selectboard entered Executive Session.
 - Motion: Steve Simpson moved to enter Executive Session.
 - Second: Kevin Wilson. *All in favor.*
 - Duration: Approximately 45 minutes.
 - Motion to Adjourn Executive Session: Kevin Wilson moved to adjourn; seconded by Kristin Paya.
 - Vote: All in favor. *Motion carried.*
 - No action was taken.
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Upcoming Meetings

- **Budget Meeting:** November 5, 2025, at 7:00 PM
- **Next Regular Meeting:** November 10, 2025

Respectfully submitted,

Diane Hallenbeck, Town Clerk