



Town of Orange
Grant Committee Meeting
November 20, 8:30 AM
Orange Town Office

In Attendance: Steve Simpson, Lee Cattaneo, Emily Ruff, Bill Crowther, Diane Hallenbeck, Sam Lash, Greg Colling

1. Meeting was called to order at 8:34 am by Emily Ruff.
2. CVRPC Forestry and Water Quality was added under Agenda Revisions on a motion made by Steve and seconded by Emily with all in favor.
3. Approve Minutes
 - a. On a motion made by Lee and seconded by Steve, all were in favor of approving the October minutes.
4. Review Current Grants in Progress
 - a. MERP Grant: The scope of work will be narrowed to town office and town hall, with less emphasis on town garage. Areas of garage improvement needs were identified. Greg Colling's contract was discussed and will be reviewed by Greg and Steve to present to the Selectboard to confirm his continued project management. Sam Lash's edits from the October meeting to the priority measures spreadsheet and budget were discussed. Sam Lash assisted in submitting the hardship application to BGS so that MERP funds can be paid directly vs reimbursed to general fund. The town will submit contractor invoices to BGS for initial payment to the town and then to the contractor, relying less on general fund to float payments. The town's purchasing policy was reviewed to clarify the grant-specific exception clause outlining RFQ processes which BGS encourages. A bi-weekly meeting cadence will begin Dec 4 to maintain momentum. The first meeting will finalize Greg's contract and establish a project work plan. Sam will provide a list of BGS pre-approved contractors. The Selectboard in collaboration with the Town Clerk is the official lead, as the town holds the funds. Greg will provide technical expertise (RFPs, record keeping) but has limited leverage for direct contractor management. A local contact is needed for on-site logistics including scheduling and walkthroughs. This will be discussed at the next MERP meeting.
 - b. MPGFY25 (town plan) - Lee reported the project is moving forward with no major updates at this time.

- c. MPGFY24 (office complex study) - Greg's work was discussed, with approximately \$800 completed but not billed to MERP Mini grant. This will be submitted to Jenni Lavoie for reimbursement.
- d. Park and Ride - This documentation will be included in the 12/4 MERP meeting so that scope of work on the complex will include the items covered by this grant. The grant is \$17600 with a \$4400 town match and a December 30, 2026 deadline.
- e. Grants in Aid FY26 (Project to be confirmed) - Steve will work with Matt to proactively schedule a planning meeting with V-Trans rep Ashley Andrews to ensure a workplan is in place. The deadline for this work is 9/30/26.
- f. Better Roads FY26 (George Street) - Steve will work with Matt to proactively schedule a planning meeting with V-Trans rep Dan Judkins to ensure a workplan is in place. The deadline for this work is 9/30/26.
- 5. Review Completed Grant Reimbursement Submissions
 - a. FHWA - reimbursements have been processed.
- 6. Discuss Potential Grants and Application Submissions
 - a. EV Charger Grant - This item was not discussed.
 - b. Forestry & Water Quality - Lee introduced a working group to identify projects in watershed and mentioned the possibility of road egress and waterbars at Town Forest. Emily has submitted a form.
- 7. Other Business
 - a. UST - This item is tabled to a future date. Steve has added \$10,000 into the FY26 budget for tank removal to proactively address this known liability. Sam Lash offered technical and possible funding support from state resources.
 - b. FEMA - Steve and Diane are meeting with FEMA at noon to discuss paperwork for disaster fund reimbursement. Sam offered CVRPC support for future meetings.
- 8. On a motion made by Emily and seconded by Lee with all in favor, the meeting was adjourned at 10:00 am.

ACTION ITEMS:

- Steve
 - Schedule meeting with Matt and Ashley Andrews + Dan Judkins re GIA and BR grants
 - Revise contract with Greg to present to SB
 - Check with Bill on receipt of FHWA reimbursement
- Emily
 - Submit Forestry and Water Quality form
 - Send Greg Park and Ride grant in preparation for 12/4 meeting
- Lee
 - N/A
- Sam
 - Provide list of BGS approved contractors
- Greg
 - Review contract draft before 12/4 meeting