

Town of Orange Select Board Minutes

June 8, 2015

Orange Town Hall

In attendance: Ron Tallman, George Wild, Dustin Comstock, Kathie Felch, Lynn Craig, John Barnes, John McNeil, Amy White, Janis Blais, Clark Agnew, Bob Richardson, Jordan Mosher (KeyBank), Christine Beacham (KeyBank)

At 6:02 p.m. Board Chair Ron Tallman called the meeting to order.

Item # 1 – George made a motion to approve the minutes from May 11, 2015 with no changes. Dustin 2nd the motion.

Item # 2 – Jordan Mosher & Christine Beacham made a presentation about the Cemetery Investment Funds. Jordan explained that they would work with us as a consultant not a broker under the fiduciary standards. They discussed the current plan and suggested a short more robust policy. The information presented was a hypothetical look and Jordan will put together an actual plan and forward to us ASAP. We will look at having them back at the July meeting to discuss further.

Item # 3 – The board reviewed the checklist that the Auditors completed during the 1st Quarterly Audit. All looked in order except a typo difference in Highway Fund Budget in the amount of \$84.99. This should be able to be absorbed without a problem. They also discussed the need for Policies & Procedures and the auditors will work on this and present to the Select Board at a future meeting. They will also work with Mary Claflin for the Delinquent Tax Collection Policies & Procedures. It was discussed that a second name (The Town Treasurer) should be added to the Delinquent Tax Checking account and get copies of the bank statements to protect both Mary and the town. Amy explained a lot of that was discussed at the recent Delinquent Tax Collector workshop that she went to with Mary. Also, discussed that the Principal for Delinquent Tax was the lowest it has been in years at around \$71,000. Mostly due to more frequent Tax Sales & Foreclosures. Once the property has foreclosed the bank pays up all the delinquent & current taxes due.

Item # 4 – Clark Agnew asked about the cemetery investments and explained that there is serious work to be done to the Orange Center Cemetery. Stones are broken and need fixing some fallen over etc. Tom Seerveld and Clark will be working on getting these taken care of one week in August.

Item # 5 – Town Clerk/Hall Repair bids were opened and discussed. Bids submitted as follows.

- Dana Nichols - \$6,650.00
- Bob Richardson - \$8,000.00
- Tru Line Construction - \$5,686.75

It was discussed that Tru Line did not look underneath the stage to review the full extent of work needed to be done. Bob Richardson was present and explained that hardwood flooring will be cheaper in the end. Ron recused himself from the vote as he works with Dana Nichols. George & Dustin

reviewed and discussed the bids. George made a motion to grant the bid to Dana Nichols and Dustin 2nd.

Item # 6 – The forester recommended that the cutting be held off for now as prices are low. He will look at the Ash in the town forest and report back to the board at a future meeting.

Item # 7 – Kathie will discuss with Lee Catteaneo to see if we got the grant for High Risk Rural Roads to be used for guardrails. The following projects will be happening this summer. Culvert replacement will take place on Richardson Rd, Emery Rd, Morris Dr @ George Street, Kimberlee Ln @ Smith Rd. They will be reviewed and worst ones completed first. They will review the ditch inventory and will decide on any needed. Discussed Manning Road Dry Hydrant for this year's grant through Rural Fire Protection. Dustin will speak with VT Rural Fire Protection.

Item # 8 – Approved Payroll & Accounts Payable warrants.

Item # 9 – Reviewed Budget Discussed Highway Fund Budget and asked that we check out Conti Oil bills to confirm in order.

Item # 10 –

- Paving is tentatively starting June 15th but still need Insurance Bond from FW Whitcomb. Kathie will get a copy.

- Reviewed RFP for Reservoir Rd Re-Alignment – only 1 bid submitted and was \$14,300 we applied for a \$20,000 grant but discussed that we would be looking at only \$3,000-\$6,000 for the grant so it is not in the budget for this year. Dustin made a motion that we table it for now and George 2nd and budget for next year.

- Fleet Permits – Signed

- Fireworks Permits – Signed

- Office will be closing at noon on June 15th to install new lighting and we will now discuss with Dana to coordinate his work around that time as well for the office and Town Hall work to be done at a later date.

- Manning Bridge – No updates

- Bulk Trash – Would have been ok but had to pay for hazardous trash so will discuss further to see if continue for next year.

- Auction/Dinner – Small crowd but sold a few things since the auction so we made about \$200.00 earmarked for Town Hall Stage.

- Other Items – New Employees all doing good. Kathie will call Lee Cattaneo, Send Letter to Dubois & King, and send letter to the School about using Foster Lane as a turn around. John Barnes said he would also discuss with Sylvia O'Brien.

We will discuss the reports on the bridge from the state at July meeting.

Next meeting July 13th 2015 at 6:00 p.m.

Dustin Comstock made a motion to adjourn at 8:00 p.m. and George Wild 2nd.

Attest: Lynn Craig, Assistant Town Clerk