

*Office of the Select Board
Town of Orange, New Hampshire
Select Board Minutes of September 5, 2023*

Present: Tamara Fairbank, chair; Betsy Coble, Catherine Souza (clerical)

Others: Marcello Shelzi, Dewey Mathis

Absent: Aaron Allen

Meeting opened at 6:00 p.m. Attendance taken by the secretary.

Pledge of Allegiance

Minutes:

Due to the fact that the Select Board members present on September 5, 2023 do not constitute a majority of the Select Board present at the August 15, 2023 meeting the approval of the minutes motion is tabled until the September 19, 2023 meeting.

Building Permit Applications:

The Select Board reviewed the following building permit applications. All applications have been reviewed and approved by the building inspector.

- Motion to approve a building permit from Allen for a shed on 211 New Colony Rd (map 3 lot 36A) was made by Tamara Fairbank and seconded by Betsy Coble. Motion passed 2/0/0.
- Motion to approve a building permit from Mercer for a storage shed on 62 Peaslee Rd (map 3 lot 49) was made by Betsy Coble and seconded by Tamara Fairbank. Motion passed 2/0/0.
- Motion to approve a budding permit from Shank for a home addition on 627 Tuttle Hill Rd (map 4 lot 20) was made by Betsy Coble and seconded by Tamara Fairbank. Motion passed 2/0/0.

Tax Collector Deed Review:

The Select Board reviewed lien and deed information received from the Tax Collector.

Mascoma Bank Security Incident:

Mascoma Bank has informed the Town of Orange that its accounts with the bank potentially have been compromised as part of a known national data breach. In order to secure the Town's assets from possible hacking, new accounts must be established and new linkages for all Town of Orange monetary transactions. This will involve the coordinated efforts of multiple entities: Treasurer, Town Clerk, Select Board Secretary, and Tax Collector.

ACTION: Status on actions related to the Mascoma Security Incident. Catherine to update the Select Board.

2023 Budget review and expenses to date:

The Select Board reviewed the municipal budget report ending September 5, 2023. Total expenses to date are \$167,236.79 versus a budget of \$275,889.00 which is 61% spent.

Update June-July 2023 Treasurer's report and Select Board Reconciliation:

The Treasurer provided updated figures on the differences between Treasury and the Select Board. All differences are a result of the transfer to Quick Books online. The document was reviewed by the Board and the chair signed the report.

Other:

- *CTAP application status*
Catherine Souza attended a webinar in June hosted by the NH Municipal Association about Federal Funding Opportunities & Coaching Assistance for Smaller Towns. There was an opportunity for Orange to apply to be part of the 10 towns selected to receive coaching and technical assistance on applying for Federal Grants. Catherine applied on behalf of the Town. Unfortunately, the Town was not accepted for the first round.

Other Select Board business and action items:

- Any other business: None
- Action Items Completed:
 - Post all Town boards and committees approved minutes on Town website
- Action Items open:
 - Change locks and combinations: Exterior doors, SB office, TC office
 - Research and share outcome of snow removal question (tabled to 9/18)
 - ARPA Grafton Co funds: Septic project. Secure bids (in process)
 - ARPA Grafton Co funds: Bathroom renovation. Secure bids
 - Select Board to review assessor list for future discussion (tabled to 9/18)
 - Select Board to review next steps on ZBA terms for 2024 Town meeting
 - Final review and approval of Town House use Policy (tabled to 9/18)
- Action Items New:
 - Status on actions related to the Mascoma Security Incident
 - FEMA Flood letter follow up

Secretary's report:

- Cleaning: Expect contract from 'As You Wish Cleaning' by mid-September.
- Historical commission requests are complete.
- Expect to have Municipal Reports ready for signature at the next meeting.

Reports from Boards and Committees:

- *Cemetery trustees:* Nothing to report.
- *Road Agent (Marcello Shelzi):*
 - Marcello has met with a representative from Blacktop Paving concerning repair of Peaslee Road and expect to see a quote soon.
 - Looking for vendor to perform gap and resealing on several roads.
 - Marcello to pick up new road signs.

- Remacle did repairs on smaller roads.
- Marcello is in discussion with Remacle on culvert repairs.
- *Planning Board*: Nothing to report.
- *Conservation Commission*: Nothing to report.

Public comment:

- Orange Harvest Festival
 - Dewey requested the Select Board be judges for the pie contest.
 - Catherine to send out flyers about the Harvest Festival on a town wide email.

Bills and vouchers were reviewed and signed.

Next Select Board meeting date confirmation: September 19th at 6pm.

At 6:52pm, Betsy Coble motioned to go into a non-public session pursuant to RSA 91-A:3-C to discuss two tax exemption applications. Tamara Fairbank seconded and motion passed 2/0/0. Betsy Coble motioned to come out of non-public session at 7:05pm. Tamara Fairbank seconded and motion passed 2/0/0. Tamara Fairbank stated that one veteran application was approved and the other exemption application was tabled.

Meeting adjourned at 7:05pm

_____	_____Absent_____	_____
Tamara Fairbank, Chair	Aaron Allen	Betsy Coble