

*Office of the Select Board
Town of Orange, New Hampshire
Minutes of April 12, 2022*

Present: Tamara Fairbank, Aaron Allen, Betsy Coble, and Sandi Pierson (clerical)

Others: Trish Weekes, Dewey Mathis

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

Minutes: The minutes of March 22, 2022 were unanimously approved as submitted.

Tax Anticipation Notes:

- Motion was made by Aaron Allen to request of Mascoma Savings Bank an extension of the “flood” loan to allow more time for FEMA to respond. Betsy Coble seconded. Motion passed unanimously in favor.
- Motion was made by Betsy Coble for the Select Board to request a tax anticipation note in the amount of \$552,000 for 2022. Aaron Allen seconded. Motion passed unanimously in favor.
- Select Board signed the Tax Anticipation Note documentation.
- Select Board signed the FEMA Recovery Anticipation Note documentation.

FEMA reimbursement update: Tam reiterated her conversation with Road Agent Scott Sanborn about an email received from FEMA rep Sara Abel regarding documentation still pending from Scott in order for the FEMA reimbursement to proceed. Scott told Tam that he will submit all documentation by April 30. Aaron and Betsy requested that they be copied on further emails regarding FEMA reimbursement.

Abatement: Betsy motioned to sign an \$84.00 gravel tax abatement for Bobby Senter/Razor Hill Excavation/Map 8, Lot 1-A as voted on at the last meeting. Aaron seconded. Motion passed unanimously in favor.

Abatement application: The Board reviewed Avitar’s opinion on the abatement filed by Aaron Allen/127 New Colony Rod/Map 3, Lot 31. Aaron noted that the property in question is not his residence; it is a vacant property that contains an aged mobile home. Avitar’s opinion was to lower the total value of the property from \$81,800 to \$70,200. Aaron asked if the other two Board members would do an onsite visit to see if they deem it comparable to the category of nearby similar properties. Aaron will recuse himself as a Board member from a determination resulting from a site review. After discussion, Tam and Betsy agreed to table the application and will take a look at the site.

Land Use Change Tax (LUCT): The Board reviewed Avitar’s assessment for a LUCT for land to be taken out of current use: Alan Kharsyntiew and Susanna Rumbai/365 Tuttle Hill Road/Map 4, Lot14-F. Betsy motioned to accept the value of \$3,650.00 (10% of ad valorem value) as assessed

by Avitar and to direct Sandi to proceed with warrant for the tax collector. Aaron seconded. Motion passed unanimously in favor.

Purchasing Policy: The Board revisited a draft of the town's purchasing policy and agreed to a few edits. Sandi will have a final copy for the Board to sign at the next meeting.

Meeting dates: The Board discussed changing the Select Board meeting dates because at present the Select Board and Mascoma School Board meetings are on the same days. After discussion, the Board concurred to change the monthly Select Board meetings from the second and fourth Tuesdays of the month to the first and third Tuesdays. The new meeting dates will commence in May and the meetings will still begin at 6 pm. Because the Planning Board meets on the third Tuesday at 7 pm, Planning Board Chair Scott Sanborn had weighed in by email saying he would be open to changing his meeting to an alternative day on the third week of the month.

Treasurer's report: The Board reviewed the March 2022 Treasurer's report and Select Board reconciliation. All figures were on target and the Chair signed the report.

Building permit: The Board reviewed and signed a building permit for electrical work for Dewey Mathis and Samara Pitre/54 Tuttle Hill Road/Map1 Lot18. Sandi will ask Building Inspector Doug Weekes to stop in the next morning to sign the application. Dewey said he has discussed the work with Doug. Having just purchased the home, Dewey said the extent of the necessary electrical work is contingent on what the electrician finds as he delves into the job.

Nonpublic session: At 6:30 p.m. Aaron motioned for the Board to go into nonpublic session pursuant to RSA 91-A:3-c to discuss a veteran credit application. Betsy seconded. Motion passed unanimously in favor. Motion passed unanimously to come out of nonpublic session at 6:45. Tam stated that the Board has tabled a veteran application.

Other: n/a

Other Select Board business:

- Aaron shared an email from Tracy Hutchins of Tuttle Hill asking if the town would pick up the old culverts that were left along the side of the road after the FEMA work was complete. Aaron said he would pick up the discarded plastic culverts and dispose of them. He said he knew of a person who would take the rusted metal culverts at no cost. After discussion, Tam motioned to have Aaron pick up discarded section of plastic culvert pipes and dispose of them and have the person picking up discarded, rusty metal culverts sign a standard liability waiver. Betsy seconded. Motion passed unanimously in favor.
- The Board thanked Skip Smith for replacing the outdoor American flag.
- The safe in the Town Clerk's office is still locked and it appears no one knows the combination. After discussion, the Board concurred a locksmith should be called to open the safe and verify the code for the combination lock.
- Aaron, as Select Board ex-officio to the ZBA, has asked Sandi to check with people to see if they would serve on that Board. Presently there is only one confirmed member

besides himself. The ZBA has not met for a number of years but a subdivision case may be forthcoming.

Nonpublic session: At 7:10 p.m. Betsy motioned for the Board to go into nonpublic session pursuant to RSA 91-A:3-c to discuss a personnel issue. Aaron seconded. Motion passed unanimously in favor. Motion passed unanimously to come out of nonpublic session at 7:20 pm. Tam stated that Betsy will follow up on a personnel issue.

Secretary's report:

- American Rescue Plan Act (ARPA): The required account in the U.S. Treasury web portal has been completed for the town and the 2021 ARPA expenditures have been reported. Reports are due annually by April 30 until the funds are depleted.
- Avitar has responded to questions raised at the last meeting. The abatement application and LUCT opinion have been received. Jaron Downes reports the opt-out letters for the town-wide revaluation were sent out on December 11, 2019 and the notices of preliminary values were mailed on August 21, 2020.
- The Upper Valley Lake Sunapee Regional Planning Commission is purging their records and asked if Orange wants to take possession of any records pertaining to the town. The Board concurred that Sandi should pick up the records for the Board to review and they will decide if they should be discarded.
- The Department of Labor reports that as long as the town is paying employees twice a month and the treasurer is issuing payment within 15 days of vouchers being signed, the town is within the statutory guidelines. The Board concurred that Treasurer Trish Weekes issues payments well within that timeline.

Reports from Boards and Committees: n/a

Public comment: n/a

Bills and vouchers were reviewed and signed.

Current Action items:

- Aaron to check on Inov8v propane prebuy. Pending.
- Sandi to update Board on ARPA and Equipment Grant available monies and deadlines.

ARPA (American Rescue Plan Act):

Program pays 100%

Spent: \$4,850.00

Remaining available: \$27,499.00

Fund obligation deadline: December 31, 2024 (legal binding agreement)

Actual expenditure deadline: December 31, 2026

Local Equipment Purchase Program:

Program pays 90%, town pays 10%

Spent: \$11,947 (radios approved, purchase pending)

Remaining available: \$38,053.00

Application deadline: June 3, 2022

Payment deadline: December 31, 2022

Aaron suggested using the grant to refurbish the restrooms with new toilets, a shower for emergency use, and handicap accessibility. The Board agreed he can follow up with a quote to do so.

New action items:

- Review Purchasing Policy every three years.
- Aaron to get a quote for the restroom facility proposal.
- Sandi to see if above proposal is within the acceptable guidelines of the Equipment Grant.
- Aaron to update the Board on ZBA candidates.

Meeting adjourned 7:55 p.m.

Tamara Fairbank, Chair

Aaron Allen

Betsy Coble