

*Office of the Select Board
Town of Orange, New Hampshire
Minutes of December 14, 2021*

Present: Dorothy Heinrichs, Chair; Tamara Fairbank, Aaron Allen, and Sandi Pierson (clerical).

Others: Gulley Dunlap, Anita Garland

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

Minutes:

- The minutes of November 23, 2021 were approved as submitted.
- The minutes of December 7, 2021 were approved as submitted.

Capital Reserve Fund (CRF): The Board signed a letter to the Trustees of the Trust Funds authorizing the withdrawal of \$36,000.00 from the Town Road and Repair CRF for the purpose of paying for flood-related FEMA repairs. This was voted on at the December 7, 2021 meeting.

Auditors: After review, the Chair signed the engagement letter for Cohos Advisors to do the 2021 auditing work (MS 535- Financial Report of the Town and MS-60A-Audit of the town's financial records and protocols).

Zoning inquiry: The Board was in receipt of an email inquiring if a parcel of land could be purchased in Orange and a camper placed on the property to be used as a seasonal getaway. Dorothy will refer the query to the Planning Board at their next meeting.

Common Cemetery: Cemetery Trustees Anita Garland, Gulley Dunlap, and Tamara Fairbank discussed a tree removal project at the Common Cemetery on Tug Mountain Road. Seven or eight trees need to be removed. Anita shared estimates from Angus Gorman to do the work. The cost of cutting and removing trees, but leaving the brush, is between \$600.00 and \$1,000.00. The estimate that includes complete clean-up of brush by burning onsite is between \$1,500.00 and \$2,000.00. The burn piles would be small and done in the parking area. A burn permit would be acquired, notification to Hanover Dispatch of the burn, and notification to the abutters. The idea of alternatively renting a chipper was discussed. After discussion the Cemetery Trustees and Select Board concurred to have Angus Gorman do the tree removal project and include the burning of all brush. They concurred to pay him a \$500.00 deposit out of the 2021 cemetery budget and for the remainder to be paid in 2022 when the job is complete.

Other: n/a

Other Select Board business:

- Aaron said he has spoken with Jim McAllister about being the Emergency Management Director. Jim will take it under consideration. Both Brent Stevens and Doug Weekes indicated they did not want to be the head of the department.

Secretary's report:

- Sandi distributed sample purchasing policies and an article from the NH Municipal Association in regards. The town does not presently have a purchasing policy.
- Sandi gave the Chair updated information on the two-way radios from Ossipee Mountain Electronics which was discussed at a prior meeting. This was originally proposed by Brent Stevens in hopes that at some point there would be a FEMA grant to pay for them. The American Rescue Plan Act (ARPA) has an emergency equipment purchase program that will absorb 90% of the cost. At an earlier meeting the Board decided on acquiring four radios which would be available to town personnel during a town-wide emergency. Cell phone service cannot always be depended on and town personnel would have direct contact with each other and, if necessary, other emergency departments in the area as well as Hanover Dispatch. The total cost of four radios, charger and programming is \$12,395.72 which means the town's share would be \$1,239.57. The Board approved the expenditure of 10% of the cost. The next step will be presenting the proposal to ARPA reps to confirm approval.
- Additional federal funding from ARPA is available for "municipalities and state agencies to aid with activities related to relaxed COVID-19 restrictions". Sandi said she would like to see if improvements to the Town House would be eligible because it is considered a town meeting place when the pandemic restrictions are eased.
- Aaron feels there is a rodent problem in the Town House that should be addressed.
- A person has expressed concern about an accumulation of junk and trash on property on Williams Road.

Reports from Boards and Committees: n/a

Public comment: n/a

Bills and vouchers were reviewed and signed.

Meeting adjourned 6:45 p.m.

Dorothy Behlen Heinrichs

Tamara Fairbank

Aaron Allen