

*Office of the Select Board  
Town of Orange, New Hampshire  
Select Board Minutes of February 21, 2023*

*Present:* Tamara Fairbank, Chair; Aaron Allen, Betsy Coble, Sandi Pierson (clerical)  
*Other:* Trish Weekes

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

*Pledge of Allegiance*

*Minutes:*

- Aaron motioned to approve the minutes of February 7, 2023. Betsy seconded. Tamara abstained because she did not attend the meeting. Motion passed 2/0/1.
- Betsy motioned to approve the nonpublic minutes of February 7, 2023. Aaron seconded. Tamara abstained because she did not attend the meeting. Motion passed 2/0/1.

*Town House Restoration:* Trish Weekes shared with the Board the financial considerations regarding the upcoming Town House restoration work. The LCHIP award of \$43,501.00 is partially being matched with \$20,000 from the Moose Plate grant. The town needs to add the additional \$24,419.00. Trish said that LCHIP concurs that available ARPA funds may be used.

Aaron motioned to dedicate the remaining ARPA funds of \$26,290.70 to the Town House restoration project of which \$24,419.00 to be used to match the LCHIP grant. Tamara seconded. Motion passed unanimously in favor.

The project total is estimated at \$84,979.00 (including a 10% contingency of \$7,719.00). After discussion, Betsy motioned for the Board to authorize the Trustees of the Trust Funds to withdraw \$27,443.30 [the rest of the funds needed] from the Town House Capital Reserve Fund to be placed into the Town House Restoration account. Tamara seconded. Motion passed unanimously in favor. There is presently \$35,509.50 in the Town House Capital Reserve Fund.

*Treasurer's report:* The Board reviewed the January 2023 Treasurer's report and Select Board reconciliation. All figures were on target and the Chair signed the report.

*Abatement:* The Board revisited Hilary Allen's abatement application. The assessment card lists an incorrect heating system resulting in a unsubstantiated property tax of \$186.00. Earlier two members of the Board had visited the residence and confirmed the error and had prepared to make a determination on the application. The town's assessing firm, Avitar, emailed the Board stating that they expect to process all abatement applications or the town and Avitar will need to "part ways." After discussion Tamara and Betsy agreed to ask Avitar why the present heating system is listed considering it was not included on the building permit that was given to Avitar and the home has been visited annually as new construction, including during the town-wide revaluation.

*Other:*

- A notice was received from the State of NH that they have deposited \$501,584.85 into the FEMA loan account for FEMA projects 130958 (\$278,660.35) and 130825 (\$222,924.50). Trish noted that the accompanying email is requesting online information from the town.
- A notice was received from Sandi that she is leaving the secretarial position effective April 30, 2023. The Board discussed preparing a job description, how the position will be posted, and if the hours in the office and wage schedule might be changed. Betsy will check with towns comparative to Orange's population to get a sense of how many hours they keep the office open.

*Other Select Board business and action items:*

- Action items:
  - Updating tax maps: Avitar has not yet given a quote.
  - Richard Remale's contract has expired as of December 31.
  - 9-1-1 signs: Sandi has completed the listing of properties and areas in town that should have a 9-1-1 sign. A number of places will need to get designated 9-1-1 addresses. Aaron continues to prepare the signs for posting.
  - Changing the locks at the Town House was tabled until after town voting.
  - Need to follow up on the culvert by Kip Riley's house in the spring.

*Secretary's report:*

- Ossipee Mountain Electronics reports that the emergency radios are ready, including full programming. Aaron will check to see if Alton Hennessey can brief the town on their operation. If so, they will ask OME to ship them. If instructions need to come from the company, the radios will need to be picked up in Ossipee. The town of Orange has its own frequency. Tamara suggested they should draft a procedural plan on their usage.

*Reports from Boards and Committees: n/a*

*Public comment:*

*Bills and vouchers were reviewed and signed*

*Meeting adjourned at 7:10 p.m.*

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Tamara Fairbank, Chair

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Aaron Allen

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Betsy Coble