

*Office of the Select Board
Town of Orange, New Hampshire
Select Board Minutes of June 20, 2023*

Present: Tamara Fairbank, chair; Aaron Allen, Betsy Coble, Catherine Souza (clerical)
Other: None

Meeting opened at 6:02 p.m. Attendance taken by the secretary.

Pledge of Allegiance

Minutes:

- Aaron Allen motioned to approve the minutes of the public meeting on June 6, 2023. Betsy Coble seconded. Motion passed 2/0/0. Tamara Fairbank abstained since she was not in attendance.

Junkyard license renewal:

Tamara Fairbank made a motion to approve a Junkyard License. License reads: Warren Morrill, d/b/a Morrill Salvage, is granted a license in the Town of Orange, NH for the purpose of an automobile junkyard. Effective July 1, 2023 through June 30, 2024. Betsy Coble second. Motion passed 3/0/0.

Avitar assessment updates:

- Select Board reviewed the Avitar response to the DRA monitor letter of March 31, 2023. Letter contains 2021 cyclical monitoring inspections and 4 properties were noted.
- Select Board reviewed letter and actions from Avitar concerning Current Use applications. Property owners will be contacted should the need arise.

ACTION: Catherine to share with the Board the status of the Town's contract with Avitar.

Dept of Environmental Services Decisions:

- The Select Board reviewed the approval of a Septic System at 242 New Colony Road.
- The Select Board reviewed the State's approval for subdivision of land. The Planning Board has a notice posted for Tuesday June 27, 2023 to review a request for a subdivision of land at 342 Tuttle Hill Road. Final approval rests with the Planning Board.
- *Driveway Application Review:*
The Road agent approves. Tamara Fairbank made a motion to approve the driveway application. Aaron Allen second. Motion passed 3/0/0. Tamara Fairbank signed the form.

May 2023 Treasurer's report and Select Board Reconciliation: The final report of the Treasurer is not available due to a delay in data from the Town Clerk. The report will be reviewed in the next meeting.

Other:

- *Primex Updates:*
The Select Board reviewed updates from the Town's Insurance Company, Primex, related to increase of coverage in multiple areas and a change to the requirement for outside appraisal of Fine Arts.
ACTION: Catherine to review Town owned Fine Art with Gary Hamel.

- *Report from Tax Collector:* The Select Board reviewed a report from the Tax Collector concerning current lien status. The Tax Collector has sent lien notices to all involved.

Other Select Board business and action items:

- Any other business:
 - Request sent to the legal department of the NH Municipal Association concerning the ZBA minutes and question on approving minutes since the committee does not meet on a regular basis. The lawyer provided the following information:
 - The law does not require an approval of minutes.
 - The law (RSA-91) does require that draft minutes be made available to the public not more than 5 business days after the meeting.
 - The minutes are to be available in an official office.
 - For the Town of Orange, there is a notebook in the office that contains all Municipal Committee minutes.
 - The recommended best practice is a motion to approve minutes of a previous meeting in the next meeting of the committee or board. The time between meetings is not a factor.
 - If the town has decided to post minutes on a website, the best practice is to only post approved minutes. This is to maintain clarity and reduce confusion.
 - ACTION: Catherine to send the information to the ZBA board, Kathy Stacy and all other committee chairs.
- Action Items Completed:
 - Provide Budget committee with cost updates relate to tax maps
- Action Items New:
 - Review artwork value with Gary Hamel (new Primex Fine Art requirement)
 - Status of Avitar contract - share with Board for further review/decisions
 - Share outcome of NH Municipal legal team about minutes of meetings
 - Advise residents of Select Board meeting change (to July 5)

Secretary's report:

- Information:
 - Update on Cleaning Service bids: Bids received by one company. Awaiting bids from other companies.
 - FEMA PA Notification – Project Deadline approaching. Scott Sanborn is aware
 - PDM 19 Hazard Mitigation Plan – FEMA extended the grant for another year. No action for the Town at this time. The recently completed plan is awaiting FEMA approval.
- Action required:
 - Top soil request: Top soil for Front lawn of Town House. Select Board decided to table the request. Application for Grafton County ARPA funds included a new septic design and installation. The Select Board will review the need for top soil once the grant status is known.

Reports from Boards and Committees:

- *Cemetery trustees:* NONE
- *Road Agent:* Sofa on Burnt Hill was removed by a resident. Thank you very much!
- *Planning Board:* Next meeting June 27 to review subdivision of land at 342 Tuttle Hill Road.

- *General* – resident inquired about options for internet service. Currently fiber optics is being laid by NH Electric Coop.

Public comment:

- None

Bills and vouchers were reviewed and signed

Next meeting date confirmation:

- The first Tuesday in July is July 4.
- The Select Board will meet Wednesday July 5.

ACTION: Catherine to advise residents

*Meeting adjourned at 6:53
p.m.*

Tamara Fairbank, Chair

Aaron Allen

Betsy Coble