

*Office of the Select Board  
Town of Orange, New Hampshire  
Select Board Minutes of September 19, 2023*

*Present:* Tamara Fairbank, chair; Aaron, Allen, Betsy Coble, Catherine Souza (clerical)  
*Others:* Marcello Shelzi

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

*Pledge of Allegiance*

*Minutes:*

- Aaron Allen motioned to approve the minutes of the public meeting of August 15, 2023. Betsy Coble seconded. Motion passed 2/0/1 (Tamara Fairbank abstained as she was not in attendance on 8/15/23).
- Betsy Coble motioned to approve the minutes of the public meeting of September 5, 2023. Tamara Fairbank seconded. Motion passed 2/0/1 (Aaron Allen abstained as he was not in attendance on 9/5/23).
- Betsy Coble motioned to approve the minutes of the Nonpublic meeting of September 5, 2023. Tamara Fairbank seconded. Motion passed 2/0/1 (Aaron Allen abstained as he was not in attendance on 9/5/23).

*Municipal Reporting review (MS-1 Summary Inventory of Valuation):*

- MS-1 Summary of Inventory Valuation report: RSA 21-J:34 as amended, provides for certification of valuations, appropriations, estimated revenues and such other information as the Department of Revenue Administration may require upon reports prescribed for that purpose.
- Motion to accept the MS-1 Summary Inventory of Valuation by Tamara Fairbank, seconded by Betsy Coble. Motion passed 3/0/0. Report was signed and Catherine will submit to the DRA.

*Town House Cleaning Contract:*

- As You Wish Cleaning, LLC Contract for Town of Orange was reviewed by the Select Board. Motion to accept the contract and terms was made by Tamara Fairbank, second by Aaron Allen. Motion passed 3/0/0.
- Contract was signed by the Select Board.

*Other:*

- The Select Board and the Road Agent discussed a letter from a resident about the conditions of Brock Hill Road near the Orange/Grafton town line.
- Current situation:
  - There has been an unseasonable amount of rain this year.
  - The water comes down the hill from Grafton and Cardigan Mountain.
  - The ditches along the side of the road are not draining properly.
  - The road has been graded multiple times but that does not fully correct the issues.
  - Currently pot holes and washboard areas exist and there is a portion of the road missing.
  - The Select Board and Road Agent agreed to immediately address the proper maintenance.
- Motion by Tamara Fairbank for the Road Agent to do the due diligence to get the road maintained properly. It is acceptable if the highway budget goes over plan because of this action. Motion was seconded by Betsy Coble. Motion passed 3/0/0.

*Other Select Board business and action items:*

- Other Business:
  - Thank you to Tamara from Aaron for showing up to help on Bulk Waste pick up day.
  - Williams Road: It has come to the attention of the Select Board that unacceptable behavior has been happening in the area near the river (illegal campfires). The Select Board tabled further discussion.
  
- Action Items Completed:
  - Research and share outcome of snow removal question.
  - Select Board to review assessor list for future discussion. No further action to be taken at this time. Item closed.
  - Final review and approval of Town House use Policy.
    - Motion to accept as amended by Tamara Fairbank seconded by Betsy Coble. Motion passed 3/0/0.
    - ACTION: Catherine to post on the town website.
  
- Action Items open:
  - Change locks and combinations: Exterior doors, SB office, TC office.
  - ARPA Grafton Co funds: Septic project. Secure bids (in process) (due 12/31).
  - ARPA Grafton Co funds: Bathroom renovation. Secure bids (due 12/31).
  - Select Board to review next steps on ZBA terms for 2024 Town meeting (due 10/30).
  - Status on actions related to the Mascoma Security Incident (due 10/3).
  - FEMA Flood letter follow up (insurance) (due 10/3).
  
- Action Items New:
  - Post final Town House Use policy on town website (due 10/3).
  - Town Wide email to residents about winter snow and expectation of removal (due 11/1).

*Secretary's report:*

- A portion of a property owner's land was taken out of current use in August 2023 by Avitar. The Board requested Catherine to write the property owner a letter about the situation; include a copy of the Avitar letter and state that the Select Board will be issuing a warrant to the tax collector (A-5) for the collection of the appropriate Change of Land Use Tax. The Board will sign the warrant at their next meeting.
- The Select Board agreed for the Select Board office to be closed on Monday October 9, 2023 in the observance of Columbus Day/Indigenous Peoples' Day.

*Reports from Boards and Committees:*

- *Cemetery trustees:* The Trustees met Monday September 18, 2023. The next meeting is November 13, 2023 at 6pm.
- *Road Agent (Marcello Shelzi):*
  - Peaslee Rd and correction of where the road meets the pavement of the State Rd (Cardigan Mountain Rd): The quote to repair is \$18,000 which is not budgeted. The contractor will also redo the culvert for \$3,000.
    - The Select Board asked Marcello to get other quotes and come back to the Select Board.

- A resident on Eastman Rd has questioned if it is ok if they trim & cut trees on their land that are near the road. The Road Agent and the Select Board agreed it is the resident's property and they can do as they like. The road will not be closed. A Timber Permit is not required.
- New Road signs to be installed in the near future.
- *Planning Board:* none
- *Conservation Commission:* none

*Public comment:*

- None

*Bills and vouchers were reviewed and signed.*

*Next Select Board meeting date confirmation:* October 3, 2023 at 6pm.

*Meeting adjourned at 7:23pm.*

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Tamara Fairbank, Chair

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Aaron Allen

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Betsy Coble