TOWN OF ORFORD

Board of Selectmen

Meeting Minutes

November 8, 2012

MEMBERS PRESENT: Tom Steketee, Anne Duncan Cooley, John Adams

OTHERS PRESENT: Mike Gilbert, Tim Cole, Kirsten Glass, Chris Kilmer,

Charlie Waterbury, requested to attend but absent: Arthur Dennis.

1. **Call Meeting to Order Niles room.**

The meeting was called to order at 9:05 AM.

**II Emergency Management Recap for Storm “Sandy”**

Mike Gilbert lead a recap of the Emergency Management activities that occurred during the storm event “Sandy” October 29.

The EOC (emergency operations center) was opened at 5 PM in anticipation of the storm actually “hitting” us. The State and Selectboard were notified.

One power outage was reported with a road closure; minor flooding on some roads occurred because of culverts plugged with leaves, and some tree limbs were reported down no road closures resulted as reported by either Charley or Chris. The fire department was unaccounted for during this emergency. No communication was had between the EOC and the Fire department. No preparations or activities prior to the storm, during or after the storm were reported.

The EOC was closed at 11:00 PM when the storm failed to materialize at the intensity forecast. The State was notified but the Selectboard was not. This will be corrected in the future.

Thanks to Rivendell Academy for posting on their electronic sign the non-emergency numbers that were being used. The sandwich board signs failed to stay in place despite concrete blocks as weights. This will be looked into in the future. In the future non-emergency numbers should be distributed before the storm hits.

The new cell phone to internet connection worked as planned which resulted in cell phone reception at the Town Offices and into adjacent areas of the parking lot. This equipment will remain in place and remain available for non-emergency use.

In general it was agreed that our planning worked and that even though this was not a significant emergency it was good training and practice for all who participated.

Thank you all!

**Meeting recessed 9:50 AM**

**Meeting Reconvened 9:55 AM, Selectboard office:**

MEMBERS PRESENT: Tom Steketee, Anne Duncan Cooley, John Adams

OTHERS PRESENT: (none)

**III Status of setting the tax rate**

The Draft Overlay from DRA, which shows a tax rate decrease, has been received and reviewed. However several question arose during the discussion among them Budgetary Fund Balance retention; reserved, unassigned and emergency funds for bridge reconstruction. DRA will be contacted for clarification.

Jamie Dowd at DRA not available at this time. Tom will try again during the day.

Meeting recessed 10:35 AM

Meeting reconvened: 3:00 PM

MEMBERS PRESENT: Tom Steketee, Anne Duncan Cooley, John Adams

OTHERS PRESENT: (none)

Tom contacted DRA.

Based on the need for bridge repair a higher unassigned fund balance is desirable.

A motion was made: To approve the Draft Overlay as submitted by DRA to us and not take any funds from the unassigned fund balance to adjust the tax rate this year. The motion was approved.

DRA cautioned that there may be an impact on the Unassigned Fund Balance if Taxes are not paid. Unpaid taxes are not taken into account by DRA. We could have sufficient funds on paper but because taxes are not paid, we could be short of cash.

Draft Overlay was forwarded to DRA for Tax rate finalization.

**IV Adjourn**

The meeting adjourned at 4:10 PM.

Respectfully Submitted,