

# TOWN OF ORFORD

Board of Selectmen

Meeting Minutes

November 21, 2022

MEMBERS PRESENT: John Adams, Jen Carter, Chase Kling

OTHERS PRESENT: Esther Dobbins-Marsh, Steve Williams, Richard Cadreact and Bill Wiley (Advantage Truck Group (ATG) Lebanon, LLC Representatives), Bob Palifka

## **Call Meeting to Order**

The meeting was called to order at 5:30 pm

**Reconvene discussion of the highway truck purchases** – representatives from ATG presented information on Western Star 6-wheel and 10-wheel trucks. Because the date of delivery for the International trucks ordered thru Reed Truck Service in 2021 and 2022 is unavailable, the Selectboard are looking to cancel the orders and move forward with another vender and truck manufacturer. A 6-wheel Western Star truck cab & chassis would cost \$140,338 and the 10-wheel Western Star cab & chassis would cost \$152,136

The truck packages originally ordered for a cost of \$68,500 and \$78,800 respectively will be surcharged at approximately 7% per year due to the increase of parts. Due to this increase, the Selectboard will place a warrant article before the voters at the annual meeting to ask for additional funding to cover these costs. Williams will meet with the rep from Viking to review the truck package to see if there are any areas where costs can be trimmed.

The Western Star vehicles can be delivered to the Town in the 2<sup>nd</sup> and 3<sup>rd</sup> quarters of 2023. The cost of the 6-wheel and 10-wheel cab & chassis each include the 84-month warranty. In addition, service is out of Lebanon, NH which requires less travel when a truck goes in for repairs.

*Motion made by Kling, seconded by Carter to order the Western Star 47X 6-wheel cab & chassis and the Western Star 47X 10-wheel cab & chassis from ATG, Lebanon, NH. Motion Passed 3/0*

A letter will be sent to Reed Truck Service to cancel the orders for the two International trucks.

**2023 Proposed budget review** – the Selectboard reviewed and made the following changes to the budget:

- IT Licenses – \$1,050 decrease based on a revision to estimated fees
- Town Clerk Software - \$232 increase based on the invoice received for 2023
- Cemetery - \$14,000 reduction as the costs for tree removal, headstone repairs and mapping will be paid out of the Perpetual Care CRF
- Fire Station Rent - \$1,200 increase due to increased rent starting July 1, 2023
- Highway Roadside Mowing - \$4,000 decrease – the current contractor agreed to a small increase, over the 2022 cost, to mow three passes in 2023
- Highway Shop Supplies - \$1,500 decrease based on classifying shop supplies accurately

- Highway Building Maintenance - \$2,500 decrease
- Highway Tree Removal - \$1,000 decrease-If contracted out, it would be part of contracted services
- Libraries - \$3,731 decrease which provides equal funding to both libraries

This will reduce the total 2023 proposed budget to \$1,354,813 which is a 12.6% increase over the 2022 budget. The Selectboard will take another pass at the budget at their meeting on November 30th

**2023 Proposed warrant articles review** – the Selectboard reviewed the warrant articles and made the following changes:

- Capital Reserve account funding – The Selectboard is still working on the amounts to fund into the various CR accounts.
- Road Improvement CR funding – the Selectboard discussed moving funds from the unassigned fund balance into the Road Improvement CR account to “repay” the CR account for Mud Season and Road Rebuilding expenses”
- Replacing the Ford F-550 – Road Foreman Williams is working to obtain pricing for this warrant article
- New Truck surcharges – due to the length of time that’s past between the original estimate and the unknown delivery date, a 7% surcharge will be assessed due to higher costs. Williams will be reviewing the truck packages to obtain an estimate of what this amount will be
- Paving – the Selectboard need to decide on the roads to be paved, and determine where funding will come from (unassigned fund balance, road improvement CRF and/or taxes)
- Highway Generator – the Selectboard is still waiting for additional quotes for the unit and installation costs
- Highway Equipment – Williams is obtaining an estimate for a larger leaf blower
- Fire Department UTV and Trailer – the Selectboard is waiting to receive a written estimate for this purchase

**Review and Set tax rate for 2022** – the Selectboard reviewed the tax rate which was originally proposed at \$29.06

*Motion made by Kling, seconded by Adams to apply \$130,000 of the unassigned fund balance to reduce the total tax rate to \$28.25 - Motion passed 3/0*

### **Adjourn**

*Motion made by Kling, seconded by Adams to adjourn the meeting. Motion Passed 3/0*

The meeting adjourned at 7:30 pm

Respectfully Submitted,

Esther Dobbins-Marsh