

TOWN OF ORFORD

Board of Selectmen

Meeting Minutes

October 16, 2024

MEMBERS PRESENT: Kevin Follensbee, Chase Kling, Larry Taylor

OTHERS PRESENT: Esther Dobbins-Marsh, Jason Bachus, Stephen Sanborn

Call Meeting to Order

The meeting was called to order at 6:00 pm

Review Police Department Budget

Chief Bachus presented the 2025 budget for the Police Department. Most of the line items were level funded, except for the following:

- Prosecution was reduced from \$7,410 to \$7,300
- Uniforms was increased from \$1,500 to \$3,000. The increase was for a replacement vest, and there is a federal grant that will pay 50% of the cost that Bachus will apply for.
- Computer Software was increased from \$7,050 to \$7,300
- Federal grant paid expenses - \$500 was added
- Salaries and Benefits will be added at a later date once the Selectboard determines the salary increase and percentage employees will pay for benefits

Review Police Department Warrant Articles – No warrant articles were presented

Review Fire Department Budget

Chief Sanborn presented the 2025 budget for the Fire Department. Most of the line items were level funded, except for the following:

- Stipend payments were reduced from \$23,000 to \$22,000
- Medical Supplies were reduced from \$1,200 to \$1,000
- Hose & Ladder testing increased from \$4,000 to \$4,500
- Utilities were reduced from \$8,500 to \$8,000
- Supplemental Insurance was increased from \$6,230 to \$6,500 – this is a three-year policy, and the renewal rate has not been received yet. At this time, this is an estimate
- Dues & Subscriptions increased from \$100 to \$2,100 – Chief Sanborn wants to join the Mid-west Hazmat team with annual dues at \$2,000
- Office Supplies increased from \$100 to \$300
- Postage was reduced from \$100 to zero as the department no longer has a post office box
- Forest Fire line item remained the same. Even though nothing has been spent to date, the department plans to purchase forestry equipment thru the state grant in 2024
- Training & education was reduced from \$4,000 to \$3,000

Review Fire Department Warrant Articles – The Fire Department requested a warrant article to replace the rescue truck. The rescue truck will replace the 1991 Forestry Truck and the 1999 Rescue Truck. In addition, the department will purchase a utility trailer to hold forestry and rescue equipment. The truck will be ordered and take between 2-3 years to construct, which is

why the department is requesting the warrant article now. The cost of the truck will be \$237,000 and the trailer will be \$30,000. The funds will come from the Fire Truck Capital Reserve account. Dobbins-Marsh mentioned the trailer may not qualify to be paid out of the Fire Truck CRF as the CRF covers the cost of Fire Trucks. There was discussion If the trailer could be paid for from the Fire Equipment CRF – Dobbins-Marsh will ask the Trustees of the Trust Funds to review what CRF, if any, could cover the trailer. If none, then the Fire Department will need to place a warrant article in the future to purchase the trailer.

Review of Salaries & Benefits

- Salaries – for budget purposes, the Selectboard agreed to use the COLA increase of 2.5% for the preliminary budget discussion.
- Benefits – the Health Insurance premiums increased by 9.90% Dobbins-Marsh has requested quotes from other insurance agencies, and will work to calculate increases of employee contributions for the Selectboard to review. She is also obtaining quotes for short-term and long-term disability coverage.

Correspondence

- MS-434-R – the DRA revised the estimated income that will be used to set the 2024 tax rate. The only change was an increase for Room & Meals tax.
- Grafton County is holding a Middle-Mile Optic Network celebration on November 19th
- Assessing Report – Brandon McGahan provided a brief status on the assessing department work. There is still a BTLA case pending, and he sent a second written request to discuss a possible settlement.
- Granite Hill Municipal Services sent a letter outlining a staff change, with Angela Silva being named the assessing supervisor, and Todd Haywood handling the administrative duties of the firm.
- Harry Pease, Moderator, sent an email to the Selectboard regarding the Continuity of Operations Plan, Kling will discuss further with the Town Clerk and the Moderator.

Other

- Kling reported the Planning Board voted to approve the Mountain View Hideaway, LLC street plat, with no waivers being required. Miller will still need to complete a document for Selectboard approval, requesting authority to work on the Class VI road.
- The Selectboard agreed to repost the 2019 F-550 highway truck on Municibid.com for \$35,000

Adjourn

Motion made by Taylor, seconded by Follensbee to adjourn the meeting. Motion Passed 3/0.

The meeting adjourned at 7:15 pm

Respectfully Submitted,

Esther Dobbins-Marsh