

TOWN OF ORFORD

Board of Selectmen and Budget Advisory Committee

Meeting Minutes

November 20, 2024

MEMBERS PRESENT: Kevin Follensbee, Chase Kling, Larry Taylor

BUDGET ADVISORY COMMITTEE: Bob Palifka, Bill Paxton, Vanessa DeSimone

OTHERS PRESENT: Esther Dobbins-Marsh

Call Meeting to Order

The meeting was called to order at 6:00 pm

2025 Proposed Operating Budget

The Selectboard and Budget Advisory Committee members reviewed each section of the operating budget. Questions addressed are as follows:

- Town Clerk increase for training – the Town Clerk will be looking for a new Deputy Town Clerk and this may require training and traveling to Concord for required training.
- Treasurer – the current Treasurer will not be running for re-election. The salary was increased to \$2,500 for 2025. How many hours does the Treasurer work? Is this a fair stipend for a new Treasurer?
- Planning Board Assistant – in 2024, as of October, the Town has paid the Planning Board Assistant \$11,046 – with the budget set at \$12,000 for 2025, will this be enough? Will follow up with the Planning Board regrading this line item.
- Cemetery wages – the amount in the budget may need to be changed based on who applies for the position of maintenance worker, or bids received for this work.
- Fire Department – will the total of \$23,000 of salaries be paid in 2024 – per Follensbee, the department members are paid a stipend of \$20 per call, and the stipends are paid in December, and will be close to the 2024 budgeted amount.
- Household Hazardous Waste – for 2024 usage was up considerable over 2023 mostly due to the Piermont location being available. For 2025, it was agreed to increase to \$1,800
- Parks & Playgrounds – why did the beach monitor and swim program instructors increase so much? These employees will be paid a higher hourly rate in order to have employees work these positions. The beach monitor will spend more hours at the beach than prior years.
- Long-Term Disability – the rate for this coverage was just received, and will total \$1,680 for the year to cover the 5 full-time employees. The Selectboard will discuss further at their 11/27 meeting to offer to employees or not.

2025 Proposed Warrant Articles

The Selectboard and Budget Advisory Committee members reviewed each warrant article.

Questions addressed are as follows:

- Article #3 – Palifka revised the funding to the Backhoe/Loader CRF from \$25,521 to \$27,700 as more funds will be needed to cover the cost to purchase a new loader in the near future

- Article #4 – an appropriation to the Orange East Senior Center of \$500 was added to the list for a total of \$18,374 for all appropriations
- Article #6 – If the Town accepts a bid for the 2018 F-550, those proceeds will be added to the amount of the sale from the 2013 International. The article will be adjusted prior to the Public Hearing on the budget.
- Article #9 – the Road Agent is working to obtain a cost for a second option for the Archertown Road between Newcomb Hollow bridge and the Norris Road. He will be asking for a cost to dig up the road, remove old material, add gravel then pave (vs grinding the existing pavement, adding gravel and paving). This article will be revised as information is received.

The group briefly discussed a paving warrant article to repave the walk-way to the Town Office, and possible work on the parking lot. The Selectboard will need to discuss further.

The Budget Advisory Committee had no additional questions at this time. They agreed no meeting on the 25th of November is needed. The three members left the meeting.

Other:

The Selectboard reviewed the response to a Right to Know request filed by Jo-Anne Fratus regarding the Archertown Road Phase I and Phase II project. The response will be sent to her tomorrow.

Kling briefly discussed the document he'd written to address a Right to Know request filed by Jo-Anne Fratus regarding the acceptance of donations & gifts. This document will be used to respond to her RTK request.

Kling briefly discussed two projects that are currently taking place that are in or near the flood zone. He feels the Selectboard should issue a Flood Zone permit to both property owners. The document will be requested from UVLSRPC.

Kling reported on a potential issue on Mud Turtle Pond road near the Groff property. The property owner has created a berm that is close to the travel portion of the road and may end up diverting water into the road. Kling asked the 2 other Selectmen to take a look at it, as the Selectboard may need to address with the property owner.

Manifests, Payroll and Accounts Payable folders

The manifest, payroll and accounts payable folders were reviewed and signed where necessary

Public Comments: None

Adjourn

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

The meeting adjourned at 7:42 pm

Respectfully Submitted,

Esther Dobbins-Marsh