

TOWN OF HEBRON
SELECT BOARD MEETING MINUTES
OCTOBER 3, 2018

PRESENT: Patrick Moriarty, John Dunklee, and Karen Corliss, Town Administrator

OTHERS PRESENT: Bryant Lehr (Vice-President Conneston Construction, Inc.),

ABSENT: Paul Hazelton, Dan Baggaley (Supervisor with Conneston Construction, Inc.), Joe Hogan (Clerk of the Works)

12:00 P.M. **UPDATE ON ACADEMY BUILDING CONSTRUCTION:** Bryant Lehr reviewed with the Board the work to date on the project. Mr. Lehr noted that the concrete foundation would be poured at the beginning of next week due to the rain this week. Mrs. Corliss informed Mr. Lehr that regular key access to the storage space would be sufficient. A discussion was held regarding other door access types and different secure access type levels. Mrs. Corliss gave an update on the costs for the rigging company to remove the safe from the Town Clerk's Office. Mr. Lehr noted that this should still be moved around the second week of October.

12:11 P.M. Bryant Lehr left the meeting.

12:11 P.M. **ANY OTHER BUSINESS:**

- Mrs. Corliss discussed with the Board the 2018-2019 Snow Plow fees. The Board tabled until regular Select Board Meeting on Thursday, October 4, 2018.
- The Select Board signed the Gazebo Committee appointment letters.
- Mrs. Corliss discussed with the Board scheduling a meeting with the attorney appointed by Primex to discuss Civil Case no 1:18-cv-00794 Jonathan Karlsen, Gordon Matthews, Patricia Karlsen, and Frank Kniskern vs. Town of Hebron. The Board tabled until the Thursday regular Select Board Meeting on October 4, 2018.

12:32 P.M. **MEETING ADJOURNED:** Vice-Chair Dunklee moved to adjourn the meeting at 12:32 p.m., seconded by Chair Moriarty. The vote was unanimous.

Respectfully submitted,

Karen Corliss
Town Administrator

NOTE: Any changes to the minutes will be reflected in the next Select Board Meeting minutes.

TOWN OF HEBRON
SELECT BOARD MEETING MINUTES
OCTOBER 4, 2018

PRESENT: Patrick Moriarty, John Dunklee, Paul Hazelton, and Karen Corliss, Town Administrator

OTHERS PRESENT: Travis Austin (Police Chief), Chris Laux

7:00 P.M. **HISTORIC DISTRICT COMMISSION NOMINEE:** Chris Laux introduced himself to the Select Board and provided them with a brief background on himself. Vice-Chair Dunklee informed Mr. Laux that the Historic District Commission has guidelines which shall be followed by the commission as they were voted in by the voters at the annual meeting. Chair Moriarty thanked Mr. Laux for meeting with the Board.

7:11 P.M. **ACTION ITEMS:**

- The Select Board signed the **accounting manifest**.
- The Select Board signed the **letter to Patricia Karlsen** asking that the signage on the house be removed within 15 days from the date of the letter.
- Mrs. Corliss reviewed the **CivicCMS License and Service Agreement** for a new town website. Vice-Chair Dunklee moved to accept the CivicCMS License and Service Agreement and to authorize Chair Moriarty to sign the agreement, seconded by Selectman Hazelton. The vote was unanimous.
- The Select Board discussed the request to **reduce the speed limit on Route 3-A**. Chair Moriarty asked Chief Austin for his opinion on reducing the speed limit. Chief Austin stated that he would support the decision either way. Selectman Hazelton asked Chief Austin about truckers traveling over the speed limit more often than not. Chief Austin replied that the laws for operating with a CDL license are very strict and ~~speeding gets reported to the owner of the vehicle~~ **the operator would end up in court**. Chief Austin suggested requesting a speed study to be performed by the NH Department of Transportation. The Board asked Mrs. Corliss to prepare a letter to be sent to NH Department of Transportation requesting a speed test on Route 3-A.
- Mrs. Corliss informed the Board that the Library Trustees recommend **Kathleen Abbene to be appointed as an Alternate Library Trustee**. Selectman Hazelton moved to appoint Kathleen Abbene as an alternate Library Trustee, seconded by Vice-Chair Dunklee. The vote was unanimous.
- Vice-Chair Dunklee moved to appoint **Chris Laux as a member of the Historic District Commission**, seconded by Selectman Hazelton. The vote was unanimous.

7:31 P.M. **DISCUSSION:**

- Mrs. Corliss informed the Board that Kate Barrett (Little Bog, LLC) sent a letter requesting that the Board consider to **stop plowing Cooper Road at the intersection of Town Shed Road** as there are no houses beyond that point. The Board recommended that the new Highway Supervisor, Ben Hall, review the request.

7:32 P.M. **CORRESPONDENCE:**

Invitation to the **52nd Annual Meeting for Lakes Region Mental Health Center**.

7:33 P.M. **ANY OTHER BUSINESS:**

- Chair Moriarty updated the Select Board on the **second lawsuit filed against the town** which the temporary restraining order was denied by the judge. Mrs. Corliss informed the Board that the attorney hired by Primex (town's liability insurance company) would like to meet on Friday, October 12. The Board scheduled a time to meet.
- Selectman Hazelton informed the Board that an **individual in town would like to expand-have an elderly housing development in town**.
- The Select Board discussed the **2018-2019 Private Driveway Plowing fees**. The Board reviewed the current balance of the Private Driveway Snow Plow account, the status of the 2018 Highway Department budget, and the proposed amount to be collected for the upcoming season. The Board agreed to keep the fees the same as the 2017-2018 season.
- Selectman Hazelton informed the Board that he would be working with Miles Sinclair (resident in the Town of Groton) to **perform the perambulation of the Town of Groton/ Town of Hebron townline** in the beginning of November.

NOTE: Any changes to the minutes will be reflected in the next Select Board Meeting minutes.

8:02 P.M. **APPROVAL OF THE MINUTES:** The Select Board reviewed the Select Board Meeting minutes of September 20, 2018. Vice-Chair Dunklee moved to accept the Select Board Meeting minutes of September 20, 2018 as written, seconded by Chair Moriarty. The vote was unanimous.

The Select Board reviewed the Select Board Meeting minutes of September 26, 2018. Vice-Chair Dunklee moved to accept the Select Board Meeting minutes of September 26, 2018 as written, seconded by Selectman Hazelton. The vote was unanimous.

The Select Board reviewed the Select Board Meeting minutes of October 3, 2018. Chair Moriarty moved to accept the Select Board Meeting minutes of October 3, 2018 as submitted, seconded by Vice-Chair Dunklee. The vote was unanimous.

8:05 P.M. **MEETING ADJOURNED:** Chair Moriarty moved to adjourn the meeting at 8:05 p.m., seconded by Vice-Chair Dunklee. The vote was unanimous.

Respectfully submitted,

Karen Corliss
Town Administrator

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TOWN OF HEBRON
SELECT BOARD MEETING MINUTES
OCTOBER 10, 2018

PRESENT: Patrick Moriarty, John Dunklee, Paul Hazelton, and Karen Corliss, Town Administrator

OTHERS PRESENT: Bryant Lehr (Vice-President Conneston Construction, Inc.), Dan Baggaley (Supervisor with Conneston Construction, Inc.), Joe Hogan (Clerk of the Works)

12:00 P.M. **UPDATE ON ACADEMY BUILDING CONSTRUCTION:** Bryant Lehr reviewed with the Board the work to date on the project. Mr. Lehr reported to the Board that due to the rain the pouring of the slab and foundation walls had been moved out on the schedule. The foundation should be poured on Monday, October 15 and the slab should be poured October 29. A discussion was held on the bell wheel removal and Norman Larson suggested that it may have to be left in place due to the layout of the timbers. Mr. Lehr stated that the elevator inspector could return to place the out of service sticker on the lift as the building can now be accessed, but to let Dan Baggaley know ahead of time. Chair Moriarty gave an update on the latest lawsuit. Mr. Lehr noted that he still needed to discuss with J.P. Morrison about the lower perimeter drain. A discussion was held regarding door locks vs. door strikes. It was determined that there would be no changes, but to follow the original plans.

12:37 P.M. Bryant Lehr and Dan Baggaley left the meeting.

12:37 P.M. **ANY OTHER BUSINESS:**

- Norman Larson discussed with the Board one of the issues with the most recent lawsuit regarding the Historic District and the Historic District Commission. Vice-Chair Dunklee informed Mr. Larson that the Board requested meetings with the Zoning Board of Adjustment and Historic District Commission, but was informed that the town was relieved from going before the ZBA and HDC. Mr. Larson suggested to send to town counsel any information given to the Board regarding conversations with the ZBA and HDC.

12:48 P.M. Norman Larson left the meeting.

- Chair Moriarty signed the invoice from Conneston Construction, Inc.

1:00 P.M. **MEETING ADJOURNED:** Vice-Chair Dunklee moved to adjourn the meeting at 1:00 p.m., seconded by Chair Moriarty. The vote was unanimous.

Respectfully submitted,

Karen Corliss
Town Administrator

NOTE: Any changes to the minutes will be reflected in the next Select Board Meeting minutes.

TOWN OF HEBRON
SELECT BOARD MEETING MINUTES
OCTOBER 17, 2018

PRESENT: Patrick Moriarty, John Dunklee, Paul Hazelton, and Karen Corliss, Town Administrator

OTHERS PRESENT: Bryant Lehr (Vice-President Conneston Construction, Inc.), John McAuliffe (Supervisor with Conneston Construction, Inc.), Joe Hogan (Clerk of the Works)

ABSENT: Dan Baggaley (Supervisor with Conneston Construction, Inc.)

12:00 P.M. **UPDATE ON ACADEMY BUILDING CONSTRUCTION:** Bryant Lehr reviewed with the Board the work to date on the project. Mr. Lehr reported to the Board that the weather delays have pushed the construction start date out to the beginning of November. Mr. Lehr discussed with the Board having the lighting and mechanical packages reviewed by Norman Larson (architect with Christopher P. Williams) and that there would be additional charges to the town. Mr. Lehr noted that a security system was not part of the original project, but the plans called for secure key card access. The Board reviewed the Communications Capital Reserve Fund and felt that the secure key card access could be funded.

12:18 P.M. Bryant Lehr and Dan Baggaley left the meeting.

12:18 P.M. **ANY OTHER BUSINESS:**

- Joe Hogan inquired about construction on a nonconforming lot, but was an approved subdivision. Vice-Chair Dunklee informed Mr. Hogan that the lot is still buildable, but needed to meet the setbacks. If the setbacks are unable to be met the individuals would need to get a variance from the Zoning Board of Adjustment.
- Selectman Hazelton discussed with the Board the requirements in town for farm animals. There are some concerns with a property in town regarding the number of farm animals and the size of the lot.

12:36 P.M. **MEETING ADJOURNED:** Vice-Chair Dunklee moved to adjourn the meeting at 12:36 p.m., seconded by Selectman Moriarty. The vote was unanimous.

Respectfully submitted,

Karen Corliss
Town Administrator

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TOWN OF HEBRON
SELECT BOARD MEETING MINUTES
OCTOBER 18, 2018

PRESENT: Patrick Moriarty, John Dunklee, Paul Hazelton, and Karen Corliss, Town Administrator

OTHERS PRESENT: Travis Austin (Police Chief), John Black, Bill York

7:00 P.M. **HEBRON CHURCH FAIR – HELICOPTER RIDES:** Bill York approached the Select Board to discuss the proposal of offering helicopter rides the day of the Hebron Church Fair and requesting the use of the helicopter pad at the Public Safety Building located at 37 Groton Road. Mr. York informed the Select Board that the rides would be 10 minutes long, people would sign up ahead of time, and they would operate from 10:00 a.m. until 3:00 p.m. Mr. York informed the Board that he spoke with the property abutters and there were no concerns expressed. The area would be blocked off with snow fence to keep vehicles and foot traffic away from any hazardous areas. Mr. York noted that the helicopter would be left overnight due to fog in the a.m. Mr. York informed the Board that he already spoke to Chief Austin and Chief Fischer which there were no concerns on their part. Vice-Chair Dunklee inquired about the noise from the helicopter. Mr. York replied that the helicopter was very quiet. Chair Moriarty asked Mr. York about an emergency where DHART would have to utilize the helicopter pad. Mr. York replied that emergencies take precedence and the rides would be stopped. Chair Moriarty added that the sand from the parking lot would need to be cleaned up before the event. Vice-Chair Dunklee moved to authorize Chair Moriarty to sign the New Hampshire Temporary Heliport Application, seconded by Selectman Hazelton. The vote was unanimous.

7:10 P.M.

ACTION ITEMS:

- The Select Board signed the **accounting manifest**.
- Mrs. Corliss relayed to the Select Board the conversation with William Lambert, NH Department of Transportation, regarding **performing a traffic study on Route 3-A South** since one had been done very recently. Chair Moriarty stated that he would be willing to make the request to reduce the speed limit on a portion of Route 3-A. Vice-Chair Dunklee was not in support of reducing the speed limit even seasonally. Selectman Hazelton would support a seasonal reduced speed limit for one year to see if there was any feedback from the residents. Selectman Hazelton moved to request a 1 year trial the same speed limit of 40 mph from the Bridgewater townline to 65 North Mayhew Turnpike, seconded by Chair Moriarty. Vice Chair Dunklee voted against the motion; Chair Moriarty and Selectman Hazelton voted in favor of the motion. The motion passed.
- The Board signed the **Notice of Intent to Cut Wood** for William Robie, Sr. to perform timber harvesting on Tax Map 20 Lot 006 and remove timber through the Town of Alexandria.
- Chair Moriarty signed the **State of NH Workers' Compensation Law Notice of Compliance poster**.
- The Board signed the **warrant for the State elections** to be held on November 6, 2018 in the Hebron Community Hall at 16 Church Lane.
- The Select Board signed the **letter to Richard Jensen** about concerns with the condition of a shed on the property located on Loon Island Lane (Tax Map 7 Lot HP.029).

7:21 P.M.

DISCUSSION:

- The Board reviewed the **findings of the Superior Court case regarding NNETC appeals** as it relates to the valuation of Public Right of Way (PRW) from Avitar Associates of New England, Inc. with a proposal to settle. Vice-Chair Dunklee moved to have Avitar Associates of New England, Inc. settle the amount proposed, seconded by Chair Moriarty. Chair Moriarty and Vice-Chair Dunklee voted in favor of the motion. Selectman Hazelton voted against the motion. The motion passed.

7:26 P.M.

CORRESPONDENCE:

- **Primex renewal** information for Property & Liability, Workers' Compensation, and Unemployment Compensation.

7:31 P.M.

HIGHWAY DEPARTMENT – PRIVATE PLOWING CONTRACTORS: Ben Hall approached the Select Board to discuss the bids received for private plowing. Mr. Hall proposed that the private contractors be hired at \$58.00 per hour for a ¾ ton pick-up and 9' plow and that the town offer \$62.00 per hour for 1-ton trucks with plow and sander. The Board discussed at length with Mr. Hall that the bid would not be accepted by one of the private contractors due to liability issues caused in the past. The Board asked Mr. Hall to discuss this with the contractor.

NOTE: Any changes to the minutes will be reflected in the next Select Board Meeting minutes.

7:43 P.M.

ANY OTHER BUSINESS:

- Vice-Chair Dunklee informed the Board that the **circulator pump installed on the Public Safety Building furnace** was of the same capacity but 1/3 the size. Also, the Pemi-Fuels technician repaired some leaks on the furnace.
- Chair Moriarty discussed with the Board that since the **recent lawsuit against the town had been withdrawn by the petitioners**, does the Board want to pursue recovery of legal fees expended by the town on this lawsuit. The Board agreed to discuss this with Town Counsel and ask to file with the court.
- Chair Moriarty informed the Board that the **Historic District Commission recommended appointing Mavis Brittlelli** as a member. Chair Moriarty stated his concerns with a husband and wife on the same commission and the recent comments with regards to John Black as a member. The Board discussed with Mr. Black returning as a member to the Historic District Commission. Mr. Black replied that he would attend every meeting that he was invited to as he did in the past.
- Chief Austin informed the Board that **an intern had been working in the Police Department** as an extended learning program performing ride-alongs and assisting in the office.
- Vice-Chair Dunklee informed the Board that he had **forwarded a letter written to Peter Carey in the past about operating a bed and breakfast at 41 North Shore Road**, but that the purchasers were looking for a letter on town letterhead regarding the same. Vice-Chair Dunklee read the letter. Vice-Chair Dunklee moved to send Peter Carey a letter that states there were no changes to the existing property approvals for usage, seconded by Chair Moriarty. The vote was unanimous.

8:02 P.M.

APPROVAL OF THE MINUTES: The Select Board reviewed the Select Board Meeting minutes of October 4, 2018 and made the following changes – page 1, fourth bullet, fifth sentence, remove- “speeding gets reported to the owner of the vehicle.” replace with – “go to court.”, and page 1, second bullet under *Any Other Business*, change – “expand an” to “have an”. Vice-Chair Dunklee moved to accept the Select Board Meeting minutes of October 4, 2018 as amended, seconded by Selectman Hazelton. The vote was unanimous.

The Select Board reviewed the Select Board Meeting minutes of October 10, 2018. Selectman Hazelton moved to accept the Select Board Meeting minutes of October 10, 2018 as written, seconded by Vice-Chair Dunklee. The vote was unanimous.

The Select Board reviewed the Select Board Meeting minutes of October 17, 2018. Vice-Chair Dunklee moved to accept the Select Board Meeting minutes of October 17, 2018 as submitted, seconded by Selectman Hazelton. The vote was unanimous.

8:06 P.M.

MEETING ADJOURNED: Chair Moriarty moved to adjourn the meeting at 8:06 p.m., seconded by Vice-Chair Dunklee. The vote was unanimous.

Respectfully submitted,

Karen Corliss
Town Administrator

NOTE: Any changes to the minutes will be reflected in the next Select Board Meeting minutes.

TOWN OF HEBRON
SELECT BOARD MEETING MINUTES
OCTOBER 24, 2018

PRESENT: Patrick Moriarty, John Dunklee, Paul Hazelton, and Karen Corliss, Town Administrator

OTHERS PRESENT: William White and Derry Riddle (Hebron representatives to the Bridgewater-Hebron Village School), Terry Murphy (Bridgewater representative to the Bridgewater-Hebron Village School)

9:00 A.M. **NEWFOUND AREA SCHOOL DISTRICT 2018-2019 BUDGET:** Terry Murphy handed the Select Board a copy of the current lease with the Newfound Area School District to bring them up to date on the process. Mr. Murphy reviewed with the Select Board recent discussions amongst the Newfound Area School District School Board and the possible impact to the Bridgewater-Hebron Village School. Mr. Murphy reviewed the Bridgewater-Hebron Village School costs associated with the Bridgewater-Hebron Village District tax rate. Derry Riddle informed the Select Board that Jason Robert (Hebron Representative on the Newfound Area School District Board) met with the Bridgewater-Hebron Village School Commissioners and felt that more communication between the towns and commissioners would be helpful with his representation on the NASD Board. Mr. Murphy suggested meeting with Mr. Robert as a group just to connect would be helpful.

10 40 A.M. **ANY OTHER BUSINESS:**

- The Select Board signed **the MS-535** due to changes recommended by NH Department of Revenue Administration.
- The Select Board signed the **letter to the private contractor** regarding the recent bid proposal for the 2018-2019 Snow Plow Season.
- The Select Board signed the **letter to Peter Carey** (41 North Shore Road) regarding the approval from the Hebron Planning Board for the bed and breakfast site plan.
- The Select Board signed the **Health Officer nomination** form for Kelly LaCasse.

10:52 A.M. **MEETING ADJOURNED:** Vice-Chair Dunklee moved to adjourn the meeting at 10:52 a.m., seconded by Selectman Hazelton. The vote was unanimous.

Respectfully submitted,

Karen Corliss
Town Administrator

NOTE: Any changes to the minutes will be reflected in the next Select Board Meeting minutes.

TOWN OF HEBRON
SELECT BOARD MEETING MINUTES
OCTOBER 31, 2018

PRESENT: Patrick Moriarty, John Dunklee, Paul Hazelton, and Karen Corliss, Town Administrator

OTHERS PRESENT: Bryant Lehr (Vice-President Conneston Construction, Inc.), Dan Baggaley (Supervisor with Conneston Construction, Inc.), Joe Hogan (Clerk of the Works), John Black

12:00 P.M. **UPDATE ON ACADEMY BUILDING CONSTRUCTION:** Bryant Lehr reviewed with the Board the work to date on the project. Dan Baggaley asked that the safes be scheduled to be moved early next week. Framing will be starting as soon as Monday. The State of NH Elevator inspector put the necessary sticker on the lift while it is out of service. Mr. Lehr noted that the legal issue delayed construction by 2 ½ weeks. Mr. Lehr informed the Board that Norman Larson (architect with Christopher P. Williams) had the lighting package and Mr. Lehr was awaiting the load rating for the building. Mango Security is working on a proposal for the secure key card access system. Mr. Lehr discussed with the Board the type and color of shingle to be on the building. Mr. Baggaley asked that Pemi-Fuels be contacted about burying the propane tank to be connected to the generator and used for heat during construction. Mr. Lehr informed the Board that there were 5 layers of different material between the first floor ceiling and the upper floor and that once the beams were put into place the upstairs floor may not be too level. A discussion was held regarding potential issues as a result of installing the beams. Vice-Chair Dunklee noted that a warrant article may need to be voted on for interior finish work.

12:21 P.M. Bryant Lehr, Dan Baggaley, and Joe Hogan left the meeting.

12:21 P.M. **ANY OTHER BUSINESS:**

- The Select Board signed the **letter to Meadow Wind LLC and 41 North Shore Road, LLC** regarding approved operations of the bed and breakfast and event venues at 41 North Shore Road.
- Chair Moriarty signed the request for **payment to Conneston Construction, Inc.**
- Vice-Chair noted that the **sheetrock should be tested in the interior for asbestos** before the wall is demolished.
- Chair Moriarty asked Mrs. Corliss to **invite Jason Robert (Newfound Area School District Board Member) to the November 15 Select Board Meeting.**

12:38 P.M. **MEETING ADJOURNED:** Vice-Chair Dunklee moved to adjourn the meeting at 12:38 p.m., seconded by Selectman Hazelton. The vote was unanimous.

Respectfully submitted,

Karen Corliss
Town Administrator

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