

TOWN OF HEBRON
SELECT BOARD MEETING MINUTES
JANUARY 21, 2016

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

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

7:00 P.M. **ACTION ITEMS:**

- The Select Board signed the **accounting manifest**.
 - The Board approved the request from Travis Austin to **carry forward vacation time** from 2015.
 - The Select Board reviewed the recommendation from Mark Stetson, CNHA with Avitar Associates of New England, Inc. for the following **abatement applications**:
 - Sycamore Family 2013 Trust at Crystal Springs Road (Tax Map 19A Lot 038) – recommendation to address the land condition and water access
 - Karl Braconier at North Mayhew Turnpike (Tax Map 1 Lot BP.001) - recommendation to change the condition of the land
- Vice-Chair Dunklee moved to approve the abatement applications as recommended by Mr. Stetson for the Sycamore Family 2013 Trust and Karl Braconier, seconded by Member Lonske. The vote was unanimous.
- Member Lonske asked Mrs. Corliss for **an article for the monthly Hebron Newsletter** about the 2016 Update of town assessments.
 - Mrs. Corliss reported to the Board that the NH Department of Revenue Administration determined that **the 2015 equalized ratio was 96.5%**.
 - The Select Board reviewed the **list of parcels that are due for deeding** in April 2016. Vice-Chair Dunklee moved to approve the parcels listed as prepared by Madeleine MacDougall, Tax Collector, with unpaid taxes from 2013, seconded by Member Lonske. The vote was unanimous.

7:06 P.M. **DISCUSSION ITEMS:**

- The Board reviewed the request from the Hebron Fire Department looking for the **town to commit to having the 911 Red Reflective Signs installed on all town buildings**. Vice-Chair Dunklee moved to authorize the posting of the 911 Red Reflective Signs on all of the town buildings, seconded by Member Lonske. The vote was unanimous.
- Mrs. Corliss discussed with the Board the **issues with the format of the 2015 MS-61 Tax Collector's Report for the 2015 Annual Report** due to the protected pdf file format utilized by NH Department of Revenue Administration. Member Lonske suggested saving the file in jpeg format since usually pictures can be easily inserted in to a word document.
- Mrs. Corliss relayed to the Board the **new information** brought to her by the Town Clerk, Tracey Steenbergen, regarding the proposed **2016 Warrant Article to authorize the Heritage Commission to assume the composition and duties of the Historic District Commission per RSA 674:44-b, III**, and further to abolish the Historic District Commission per RSA 673:18, II. Mrs. Corliss reported that Mrs. Steenbergen disagreed with Town Counmsel's recommendation for the wording of the article since abolishing the Historic District Commission would have to be brought to the Planning Board as a zoning ordinance change since the Historic District Commission was created by a ballot vote as part of the zoning ordinance. Mrs. Corliss noted that the timeframe required for the Planning Board to hold a Public Hearing on the requested change had passed. Vice-Chair Dunklee suggested removing the wording to abolish the Historic District Commission from the article and to propose the authorization of the Heritage Commission to assume the composition and duties of the Historic District Commission per RSA 674:44-b, III this year. Chair Moriarty said that he would contact Town Counsel regarding the proposed change to make sure the Board could go through with the proposed amended warrant article.

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

7:20 P.M. **CORRESPONDENCE:**

- **Letter from Philip Bodwell, CNHA with the State of NH Department of Revenue Administration** reporting the final results of the monitoring activity of the 2015 cyclical inspections performed by Avitar Associates of New England, Inc.

7:24 P.M. **ANY OTHER BUSINESS:**

- Member Lonske felt that the Capital Improvement Projects Committee (CIP) should have been able to obtain the necessary information since they were invited to the budget presentations by the department heads to the Select Board. The Committee could have asked the questions of the department heads at that time. Vice-Chair Dunklee remarked that the CIP Committee may have thought that they were attending for information only and could not ask questions of the department heads. Mrs. Corliss suggested that the CIP Committee should send to the department heads a list of proposed projects as prepared from the prior year and the department heads could comment on any changes to the projects. Chair Moriarty informed the Board that he would meet with the CIP to address their concerns.
- Chair Moriarty informed the Board that he received a call from Sherry at **Anderson Pyrotechnics** located in Milan, NH **looking for permission from the Board to set up for a fireworks display in the Hebron Village Cemetery** for an event at Peter Carey's, Meadow Wind Bed and Breakfast. The reason for the request was due to changes in the state law regarding distance from buildings. The Board unanimously confirmed a definite NO.
- Member Lonske informed the Board that she met with **Eric Buck (landscape architect) regarding changes to the proposed request for the landscape master plan for the Hebron Common**. Member Lonske noted that Chris Kessler (landscape architect) was also inquiring about moving forward and she had updated him on the changes to what the Board was interested in for planning in the near future.

7:34 P.M. **APPROVAL OF THE MINUTES:** The Select Board reviewed the Select Board Meeting minutes of January 7, 2016 and made the following corrections: page 2, last bullet before *CORRESPONDENCE* – change “applying to become a Certified Local Government” to read “applying to get historical buildings on the State Register of Historic Places”. Vice-Chair Dunklee moved to accept the Select Board Meeting minutes of January 7, 2016 with changes, seconded by Member Lonske. The vote was unanimous.

The Select Board reviewed the Select Board Non-Public Meeting minutes of January 12, 2016. Vice-Chair Dunklee moved to approve the Select Board Non-Public Meeting minutes of January 12, 2016 as presented, seconded by Member Lonske. The vote was unanimous.

The Select Board reviewed the Select Board Meeting minutes of January 12, 2016. Vice-Chair Dunklee moved to approve the Select Board Meeting minutes of January 12, 2016 as presented, seconded by Member Lonske. The vote was unanimous.

7:38 P.M. **MEETING ADJOURNED:** Member Lonske moved to adjourn the meeting at 7:38 p.m., seconded by Vice-Chair Dunklee. The vote was unanimous.

Respectfully submitted,

Karen Corliss
Town Administrator

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