

TOWN OF HEBRON
SELECT BOARD MEETING MINUTES
MARCH 3, 2016

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

OTHERS PRESENT: Travis Austin (Police Chief), Ray Norton

7:00 P.M. **CROSS ROAD ISSUES:** Ray Norton approached the Board to discuss the current Cross Road issues that he felt needed addressing. Mr. Norton reported to the Board that the dust control is a serious concern and the pot holes during the summer and winter months contribute to dust and icing issues. Mr. Norton asked the Board for the status of paving Cross Road. Member Lonske noted that the last time Mr. Norton and his wife met with the Board, Mrs. Norton was against getting the road paved. Vice-Chair Dunklee relayed to Mr. Norton that currently George Road, Indian Point Road, Berea Road are in line for road repairs after doing Panorama Lane this year. Member Lonske informed Mr. Norton that the project would have to be added to the Capital Improvement Projects list.

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

- The Select Board signed the **accounting manifest**.
- Vice-Chair Dunklee moved to authorize Chair Moriarty to sign the **Auditor Option and Schedule – RSA 41:31-b** form, seconded by Member Lonske. The vote was unanimous.
- The Select Board signed a **letter to Citizens Bank** requesting that the General Fund account be closed since this account had been dormant for several years.
- The Select Board signed a **letter to Citizens Bank requesting that any credit card accounts** issued to the Town of Hebron be closed.
- Vice-Chair Dunklee moved to authorize Chair Moriarty to sign the **Memorandum of Understanding with the Town of Bristol** for use of the Bristol Transfer Station, seconded by Member Lonske. The vote was unanimous.
- The Select Board signed the **Entity Authorization form with Union Bank** for the Police Department Special Detail Account.

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

- The Select Board discussed **the recent activity of 4x4 ATV's in the Hebron Town Forest** reported by Martha Twombly and Suzanne Smith (Members of the Conservation Commission). Vice-Chair Dunklee stated that no wheeled vehicles are allowed in the Hebron Town Forest as part of the agreement for the conservation easement. Chief Austin informed the Board that he provided "No ATV's" signs to the Conservation Commission to post and the entrance gate was closed so the signs were more visible. Chief Austin noted that Ms. Twombly felt the four wheelers had accessed the property through the Town of Groton side of Spectacle Pond and the Conservation Commission members would speak to the Town of Groton about this matter.
- The Board discussed the recent report to Chief Austin of **vandalism on a vacant piece of property**. The property is located at the end of a town road and the Board discussed options for the landowner to address to prevent future vandalism.
- Member Lonske discussed with the Board the recent information given to her regarding a property **boundary line with the Platts property (Tax Map 17 Lot 018) with the back boundary of the town common property**. Member Lonske stated that the final Hebron Common survey was given to the Board with no comments listed on the survey of any boundary line dispute. The survey does note the boundary disputes for the Hebron Common Boundaries with Lee and Polly Alexander (Tax Map 17 Lot 030) and Hugh and Nancy Sycamore (Tax Map 17 Lot 025). Vice-Chair Dunklee commented that the Board needs to settle both issues. Vice-Chair Dunklee did recollect an issue being brought to the Board's attention when Mr. Settele was the owner of the property. Member Lonske informed the Board that she asked Alan Barnard (surveyor) to provide more information regarding the issue.

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

- Mrs. Corliss informed the Board that she spoke to Tim Therrien (Chimney Restoration Group) regarding the **work to be performed on the Selectmen's Office building chimney**. Mrs. Corliss relayed to the Board that Mr. Therrien was not comfortable with performing the work on a chimney without a liner being installed which was required for today's building codes.
- Member Lonske reported to the Board that when Steven Fifield and Norman Larson were reviewing the **condition of the cupola on the Selectmen's Office Building** they discovered that the roof was leaking. Member Lonske noted that Mr. Fifield will review the exterior conditions of the roof at a later date when he examines the cupola on the exterior.
- The Board discussed the **error** brought to their attention by Karen Corliss, Town Administrator, in the **2015 Balance Sheet**, printed in the 2015 Annual Report. The Board asked Mrs. Corliss to print out the corrected version to hand out at Town Meeting on Saturday, March 12, 2016.
- Mrs. Corliss relayed to the Board the information provided by Barbara Lucas, Town Administrator for the Town of New Hampton, regarding **connecting town buildings by fiber optic cables** provided by MetroCast Cablevision as a service to towns and schools. The Board asked Mrs. Corliss to pursue fiber optic connections between town buildings with MetroCast Cablevision.
- Mrs. Corliss reported to the Board that the **version of QuickBooks utilized at this time will no longer be supported** after May 31, 2016 and the cost for upgrading the software is \$800.00. The Board asked Mrs. Corliss to wait until May to upgrade to QuickBooks 2016.

7:35 P.M. **CORRESPONDENCE:**

- Letter from NH Department of Transportation informing the town of pavement segments in the town of Hebron scheduled for the summer of 2016. A ¾" paver shim will be done from the intersection of West Shore Road in Hebron to the intersection of Blanchette Lane in Groton.

7:39 P.M. **ANY OTHER BUSINESS:**

- Mrs. Corliss relayed to the Board that Chief Fischer mentioned that **the defibrillator on the ambulance would need to be replaced soon**. Chief Austin relayed to the Board that he heard there had been issues with the defibrillator on a couple of the ambulance calls and Chief Fischer had the dealer in to test the unit. The dealer was unable to replicate the error messages. Mrs. Corliss informed the Board that Chief Fischer would discuss this matter further with them. The Board agreed that the unit should be replaced. The Board asked Mrs. Corliss to obtain from Tracey Steenbergen, Town Clerk, the wording to the EMS Capital Reserve Fund and the Fire Capital Equipment Capital Reserve Fund to see if the funds could be withdrawn from either account.
- Chair Moriarty informed the Board that he was approached by a resident concerned with **the way the Highway Department handles excess sand on the town roads as a result of winter sanding**. It was suggested that the town hire a street sweeper to remove the excess sand. Vice-Chair Dunklee noted that Casey Kuplin, Highway Supervisor, may have a hard time finding the equipment for the job due to the demand this time of year. Member Lonske suggested discussing this with Mr. Kuplin.

7:55 P.M. **APPROVAL OF THE MINUTES:** The Select Board reviewed the Select Board Meeting minutes of February 18, 2016 and made the following corrections: page 1, last sentence – removed – “new poles and.” and page 2, under *Any Other Business*, first sentence – change the sentence to read- “Member Lonske reported to the Board that the Hebron Academy Committee is in favor of the Town of Hebron applying for a MoosePlate Grant.” Member Lonske moved to accept the Select Board Meeting minutes of February 18, 2016 as amended, seconded by Vice-Chair Dunklee. The vote was unanimous.

7:56 P.M. **MEETING ADJOURNED:** Member Lonske moved to adjourn the meeting at 7:56 p.m., seconded by Vice-Chair Dunklee. The vote was unanimous.

Respectfully submitted,

Karen Corliss
Town Administrator

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