

TOWN OF HEBRON  
SELECT BOARD MEETING MINUTES  
MARCH 17, 2016

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

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

7:00 P.M. **ELECT SELECT BOARD CHAIR:** Member Lonske moved to nominate Patrick Moriarty as Chair. Member Lonske stated the reasons for nominating Pat Moriarty as Chair was due to his financial background and the upcoming projects before the town. Also, Member Lonske stated that she felt the Board operated well as organized this past year. Selectman Dunklee stated that traditionally the Select Board Member's third year, they took the Chair position. Selectman Dunklee expressed displeasure with the recent nomination since he had been a Selectman in the past for 6 years. This was his third year and he should have been Chair. Pat Moriarty stated that he was willing to accept. Patrick Moriarty seconded the motion. John Dunklee restated that in the past the person in the third year of their term moved up to the Chair position. The Board voted on the motion as follows: Ellie Lonske – yes Patrick Moriarty – yes John Dunklee – no The motion passed.

7:04 P.M. **PAVING OF GROTON ROAD – NEWFOUND PATHWAYS REQUEST:** Jan Collins approached the Select Board to discuss the proposed paving on Groton Road. Mrs. Collins thanked Mrs. Corliss for sending a copy of the letter to Newfound Pathways. Mrs. Collins commented that the paving on Route 3-A last year with the 10' lane width and the 2' shoulders worked out well and the bikers and runners feel comfortable utilizing the roadway with vehicular traffic. Mrs. Collins proposed to the Board sending a letter to the State of NH Department of Transportation requesting the same for the upcoming paving on Groton Road. The Board agreed to send the same letter with this request to the NH Department of Transportation.

7:11 P.M. **FIRE DEPARTMENT –UPDATES:** Chief Fischer approached the Board to discuss the LED lighting upgrade at the Public Safety Building, the request for a new defibrillator, the request for the 4x4 crew cab pick-up truck, and discuss disposing of the 1978 Fire Truck. Chair Moriarty reported to Chief Fischer that the income information reported by Chief Fischer at the 2016 Annual Meeting was correct. Chief Fischer informed the Board that he had not heard back from the other electrician regarding a quote to converting the exterior lights at the Public Safety Building to LED lighting. Selectman Dunklee stated that he was not in favor of the type of fixture proposed by the other electrician. The Board and Chief Fischer discussed installing a motion sensor to control the amount of time the exterior lights are on. Selectman Dunklee moved to approve the quote submitted by Goodrum Electric with a motion detector, seconded by Member Lonske. The vote was unanimous.

Chief Fischer informed the Board that he received a letter from the State of NH Department of Safety regarding students taking Fire Safety courses and the requirement to sign a medical release to ensure that they are physically capable of handling the course.

Chief Fischer relayed to the Board the cost for a new defibrillator (including trade for old unit) was \$27,632.15. Chair Moriarty asked Chief Fischer if the company would provide a unit on loan until the new unit arrives. Chief Fischer replied that the company did give the Fire Department a unit on loan and that the estimated delivery on a new unit would be two weeks from the time the order was processed. Selectman Dunklee moved to replace the defibrillator after the public hearing in April, seconded by Member Lonske. The vote was unanimous.

Chief Fischer informed the Board that he would be working with a Ford dealer to obtain an updated quote for the 4x4 pick-up truck for the Fire Department since the quote he had was from October 2015. Member Lonske moved to record it that the Board was in favor of purchasing the 4x4 pick-up truck after the public hearing, seconded by Selectman Dunklee. The vote was unanimous.

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Chief Fischer discussed with the Board disposing of the 1978 Fire Truck through a bid process or to sell it at an auction. Chief Fischer felt that the truck would bring more if it was put out to bid. Selectman Dunklee agreed with Chief Fischer that the truck should be put out to bid. Member Lonske informed Chief Fischer that \$12,500 the Town was getting in revenues from the Ambulance and Fire Agreement with the Town of Groton would be deposited into the Fire Capital Equipment Capital Reserve Fund in 2017. The Board asked Chief Fischer to submit the specifications of the 1978 Fire Truck to Mrs. Corliss to prepare a notice of bid for the truck.

7:46 P.M. **ACTION ITEMS:**

- The Select Board signed the **accounting manifest**.
- Selectman Dunklee moved to **reappoint Travis Austin as Deputy Emergency Management Director** for one year, seconded by Member Lonske. The vote was unanimous.
- Selectman Dunklee moved to **reappoint Chuck Beno and Karl Braconier as regular Planning Board Members** each for a three year term, seconded by Member Lonske. The vote was unanimous.
- Selectman Dunklee agreed to be the **Selectmen's Representative to the Planning Board**. Chair Moriarty agreed to be the **Selectmen's First Alternate to the Planning Board**.
- Member Lonske agreed to **contact Peter Carey (Zoning Board of Adjustment Chair)** about people interested on serving on the board.
- Chair Moriarty moved to reappoint **Martha Twombly and Suzanne Smith as regular members to the Conservation Commission** each for a three year term, seconded by Member Lonske. The vote was unanimous.
- Member Lonske moved to **reappoint Tripp Swartz to the Historic District Commission** as a regular member for a three year term, seconded by Chair Moriarty. The vote was unanimous.
- Selectman Dunklee moved to **appoint Diane West to the Historic District Commission** as an alternate for three years, seconded by Member Lonske. The vote was unanimous.
- Chair Moriarty agreed to continue as the **Select Board representative to the Hazard Mitigation Committee**.
- Chair Moriarty moved to appoint **Gayle Howell and Bill Powers as alternate Library Trustees** each for a one year term, seconded by Selectman Dunklee. The vote was unanimous.
- The Board reviewed the recommendation from the Treasurer, Sandra Cummings, for **Tom Gumpp as Deputy Treasurer**.
- The Select Board discussed the roads that they feel should be declared **Emergency Lanes**. The roads are Lake Shore Road, Berea Road, Upper Range Road (from George Road up to Tenney Lane), and Wade Road (from Pike Hill Road to Hunt Road). The Board asked Mrs. Corliss to have Casey Kuplin, Highway Supervisor, review the lower Range Road section (from North Shore Road to George Road) to determine if this road should be included.
- The Board signed the thank you **letter to Kate Barrett, Little Bog Farm, LLC** for considering giving the town permission for an Emergency Lane through 157 Cooper Road (Tax Map 8 Lot 006).
- The Board signed the **Veteran's Tax Credit application for George Dengel**.
- The Board signed the **Ambulance and Fire Services Agreement with the Town of Groton**.
- The Board approved the **security key card request**, as recommended by Chief Fischer, for Steven Berube, firefighter, for the Public Safety Building.
- The Board signed the **letter to the Bridgewater-Hebron Village School** thanking them for all of the assistance with setting up for the March 12, 2016 Town Meeting.
- The Board signed the **2016 MS-232 for Report of Appropriations Actually Voted**.

8:09 P.M. **DISCUSSION ITEMS:**

- The Board reviewed the **agreement with Terrain Planning & Design, LLC** to prepare landscape plans of the Hebron Common and the Hebron Village Cemetery. Selectman Dunklee questioned discussing this matter at any prior Select Board Meeting. Member Lonske noted that this was discussed at a Select Board Meeting and the original proposals were changed to encompass tree type recommendation, walkways, and tree locations in the Hebron Village Cemetery. Chair Moriarty asked Mrs. Corliss to include expenditures from the Common Tree Capital Reserve Fund to the upcoming public hearing.

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- The Board reviewed the request from Member Lonske for the Board to **meet on another night for the scheduled of July 7, July 21, and August 4** Select Board Meetings due to prior commitments. Selectman Dunklee did not see any reason to change the regular scheduled meeting night on Thursdays due to one person not being able to attend. Chair Moriarty suggested meeting on the Wednesday night instead of the regular Thursday meeting. The Board agreed to table the discussion.
- Mrs. Corliss informed the Board that Tracey Steenbergen, Town Clerk, was looking to purchase the **software for record keeping of the cemetery records** and wanted to know if a purchase order was necessary. Selectman Dunklee moved to authorize Tracey Steenbergen to purchase the software, seconded by Member Lonske. The vote was unanimous.

8:19 P.M. **CORRESPONDENCE:**

- **Letter from the State of NH Department of Safety Division of Fire Safety** regarding “Bounce House” inflatable type devices meet the definition of amusement ride. If the “Bounce House” is open to the public the need to be registered with the division. Mrs. Corliss noted that the Fire Chief and Police Chief had a copy of the letter.
- **Letter from the State of NH Department of Resources and Economic Development – Project #33-00690** had been terminated per letter from Hebron Select Board.

8:20 P.M. **ANY OTHER BUSINESS:**

- Chair Moriarty informed the Board that he had discussed with Attorney Steven Whitley, the **position in Hebron regarding the Agreement withdrawing from the Hebron-Bridgewater Refuse District and financial responsibility to the facility**. Chair Moriarty asked Mrs. Corliss to send the documents to Attorney Whitley to review.
- Mrs. Corliss informed the Board that **the Library roof was leaking** in several places. Chair Moriarty informed the Board that he would contact Joe Santamaria (contractor who reshingled the roof) regarding the roof condition.

8:26 P.M. **APPROVAL OF THE MINUTES:** The Select Board reviewed the Select Board Meeting minutes of March 3, 2016. Selectman Dunklee moved to accept the Select Board Meeting minutes of March 3, 2016 as read, seconded by Member Lonske. The vote was unanimous.

The Select Board reviewed the Select Board Meeting minutes of March 8, 2016. Chair Moriarty moved to approve the Select Board Meeting minutes of March 8, 2016 as written, seconded by Member Lonske.

8:31 P.M. **MEETING ADJOURNED:** Member Lonske moved to adjourn the meeting at 8:31 p.m., seconded by Chair Moriarty. The vote was unanimous.

Respectfully submitted,

Karen Corliss  
Town Administrator

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