

TOWN OF HEBRON
JOINT MEETING OF THE SELECT BOARD AND HEBRON ACADEMY ADVISORY COMMITTEE MINUTES
APRIL 13, 2017

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

OTHERS PRESENT: Roger Larochelle, Madeleine MacDougall, Paul Hazelton, Ron Collins, Mark Coulson, Martha Twombly, Peter Carey

7:00 P.M.

NH DEPARTMENT OF REVENUE ADMINISTRATION – TECHNICAL DEFECT

NOTICE: Chair Moriarty relayed to the group that the Select Board received a letter today citing the town for a technical defect with regards to the posting of the warrant and budget in preparation of the 2017 March Town Meeting. The letter stated that the 2017 Town Meeting was invalid and another special town meeting had to be held in order to ratify the town meeting results by a simple majority vote. Vice-Chair Dunklee read the warrant article proposed by NH DRA for the special town meeting. Peter Carey reported to the group on the issue which NH DRA cited was a posting issue where the specific forms utilized by NH DRA were not used. The forms break down the difference between special and individual warrant articles designating the proper account where the items would be allocated. Mr. Carey stated that this was an extremely technical issue. The form is made available through NH DRA tax portal only. Chair Moriarty relayed to the group that any warrant articles involving funds are tied up until the special town meeting vote. Mr. Carey informed the group that Town Counsel had provided a timeline for holding the special town meeting and the earliest that the meeting can be held was mid-May. Chair Moriarty expressed his concerns to the group with the interest rate being held at 1.9%. Mr. Carey noted the two other warrant articles questioned by NH DRA regarding the amendments. The warrant articles were #5 – amendment – to limit the amount allowed to be spent annually by the agents and #14 – amendment – to cover any associated costs with the Boundary Line Agreement to come from the Town Offices Expansion and Refurbishment Fund. Mr. Carey explained the issues.

BOUNDARY LINE – HEBRON COMMON: Chair Moriarty updated the group on the changes with the boundary line agreement and that Platts/Foster had changed their mind since the meeting with the Select Board before the March Town Meeting. Chair Moriarty stated that the Board had decided not to cover any fees. Member Lonske outlined for the group the background of the deeds to the Hebron Academy Building starting at 1792.

SPECIAL TOWN MEETING: Vice-Chair Dunklee moved to hold the special town meeting pursuant to NH RSA 32:56 ruling on May 16, 2017 at 7:00 p.m. in the Hebron Community Hall, seconded by Chair Moriarty. The vote was unanimous. Mark Coulson asked the Board if the vote would be by secret ballot. Mr. Carey stated that if a written request was made by the specified number of voters, it would be possible.

HEBRON ACADEMY ADVISORY COMMITTEE: Chair Moriarty relayed to the group that the spending authority of the project should be handled by the Select Board and the committee's roles would be strictly advisory on the project. Roger Larochelle thanked the committee members for the work done so far and the continued interest in the project. Roger Larochelle nominated Paul Hazelton as the Vice-Chair to the committee. Paul Hazelton declined due to prior commitments. Roger Larochelle nominated Mark Coulson as the Vice-Chair of the Hebron Academy Advisory Committee, seconded by Member Lonske. The vote was unanimous.

The Committee discussed engaging a clerk of the works to assist in the oversight of the project to report to the Select Board with concerns or making suggestions during the construction process. Select Board Chair Moriarty noted that there are no funds to spend on the project at this time. Select Board Member Lonske informed the Committee that she would contact Norman Larson to inform him of the town's current financial position. The Committee discussed the level of experience the clerk of the works necessary, the level in which the clerk of the works would be working with the contractors and Select Board, possible pay for the position, and if there were additional funds in this project. The Select Board tentatively scheduled a meeting with Norman Larson (architect) for Monday, April 17, 2017 at 9:00 a.m. to obtain some clarification on the project. Select Board Chair Moriarty asked Select Board Member Lonske to make it clear to Mr. Larson that no funds could be spent for his time to meet with the Board.

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

Chair Larochelle looked to the Board for direction and any expectations that the Select Board had of the Committee. Select Board Chair Moriarty moved to delegate the responsibility to negotiate temporary office space for the Selectmen's Office staff to the Hebron Academy Advisory Committee, seconded by Select Board Vice-Chair Dunklee. The vote was unanimous. Select Board Member Lonske moved to delegate the Hebron Academy Advisory Committee to come up with a position description for the clerk of the works, seconded by Select Board Vice-Chair Dunklee. The vote was unanimous. Select Board Vice-Chair Dunklee recommended reviewing TFMoran's website for a reference.

Select Board Chair Moriarty suggested that Mark Coulson oversee the spending of the project to ensure that the funds are tracked properly.

Chair Larochelle reported to the group that Martha Twombly had organized a group to raise funds for replacing the existing playground equipment.

Chair Larochelle discussed with the Committee the best time to hold meetings and the frequency of the meetings. The group consensus was Tuesdays and that the frequency would depend on the stage of the project.

Select Board Member Lonske suggested that a Town Common Committee be organized to oversee the landscaping and to determine the placement of plaques, trees, and benches on the Hebron Common. Paul Hazelton thought that it would be best to concentrate on the building project and later to focus on the common later.

8:35 P.M. **MEETING ADJOURNED:** Select Board Vice-Chair Dunklee moved to adjourn the meeting at 8:35 p.m., seconded by Select Board Member Lonske. The vote was unanimous.

Respectfully submitted,

Karen Corliss
Town Administrator