

TOWN OF HEBRON
SELECT BOARD MEETING MINUTES
JUNE 15, 2017

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

OTHERS PRESENT: Travis Austin (Police Chief), Mitch Manseau and Phyllis Rockwell (113 Hunt Road), Donna Luti (Library Trustee)

7:00 P.M. **LIBRARY – COMPUTER PURCHASES:** Donna Luti approached the Select Board to address questions regarding the recent computer purchase. Mrs. Luti informed the Board that two computers were purchased from Tech Soup to be utilized in the Library for accessing the internet. The computers were purchased for significantly less than through Certified Computer Solutions, Inc. (CCSI). Member Lonske explained to Mrs. Luti that the town hired an outside computer firm in order to standardize the computers and software installed to be completely compatible among the town departments. Chair Moriarty informed Mrs. Luti that this purchase was made without permission from the Select Board as an inquiry from Bill Powers (Library Trustee Alternate) came to the Board in May about purchasing computers from a company other than CCSI. The Board declined this request for the reason of keeping the town computers standardized. Chair Moriarty informed Mrs. Luti that the town has an obligation to protect the Library patrons from what is viewed by others and CCSI has a specific software used for this that is installed on all of the Library computers accessed by the public. Chair Moriarty informed Mrs. Luti that purchases of this kind are presented to the Board during the budget process which none were presented during the 2017 Budget process. Vice-Chair Dunklee felt that CCSI should review the computers purchased to see if they are compatible with the necessary software. Mrs. Luti stated that she thought the computers were purchased using the Friends of the Library Fund. The Board thanked Mrs. Luti for meeting with them.

7:12 P.M. **WADE ROAD AND HUNT ROAD ANNUAL MAINTENANCE:** Mitch Manseau and Phyllis Rockwell approached the Select Board to discuss the conditions of Wade Road and Hunt Road. Mr. Manseau commented that since the Select Board designated Wade Road as an Emergency Lane, he asked if the signage could be installed warning people utilizing the road that it was “Pass at your own risk” with implications if caught damaging the road and gates at both ends. Mr. Manseau informed the Board that many people go “Four-Wheeling” down the road to see how much mud they can get on their vehicle. Chair Moriarty relayed to Mr. Manseau that the residents around Wade Road preferred that the town does not fix the road up to keep the vehicular traffic off the road. The residents and taxpayers felt gates would help deter people from travelling down the road, but wanted the gates locked. Chair Moriarty stated the gates could not be locked. Mr. Manseau discussed with the Board the conditions of Hunt Road after the recent grading and compacting of the road. Mr. Manseau praised the Town of Bridgewater for the road grading up to John Black’s driveway (tenth of one mile into Hebron), but reviewed the work that still needed to be done beyond that point since Morrison Construction had recently done the grading. Mr. Manseau inquired about an agreement that the town had with the Town of Bridgewater regarding trading off services for grading the Hebron town roads. Member Lonske stated that she felt Casey Kuplin, Highway Supervisor, had an agreement with the Town of Bridgewater and asked Mrs. Corliss to check with Mr. Kuplin. Mr. Manseau noted that the upper south side ditch needed to be addressed as water does not drain from the road. Chair Moriarty informed Mr. Manseau and Ms. Rockwell that Mrs. Corliss would follow-up once she had more information from Mr. Kuplin. Mr. Manseau and Ms. Rockwell thanked the Board for meeting with them.

7:31 P.M. **ACTION ITEMS:**

- The Select Board signed the **accounting manifest**.
- The Select Board signed the **Ambulance Service Write-Off Policy** as approved at the June 1, 2017 Select Board Meeting.
- The Select Board signed the **2017 MS-535 Financial Report of the Town Budget** for the fiscal year ending December 31, 2017 as prepared by Roberts & Green, PLLC.
- Member Lonske moved to authorize Chair Moriarty to sign the **Credit Application with Nortrax** as part of the backhoe purchase, seconded by Vice-Chair Dunklee. The vote was unanimous.
- The Select Board signed the **Promissory Note for the loan for the addition and renovations to the Academy Building** in the amount of \$800,000 with Union Bank. This was approved at the March 18, 2017 Town Meeting and ratified at the May 16, 2017 Special Town Meeting.

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

7:37 P.M.

DISCUSSION:

- The Select Board reviewed the revised letter to the **NH Department of Environmental Services (NH DES) in support of replacing the culvert located on Berea Road.** Chair Moriarty stated that this culvert has been a problem for the past few years and this is a good solution with no funds spent by the town. The Board agreed this was a way to repair the troublesome culvert. Chair Moriarty read to the Board changes made to the NH DES letter. Vice-Chair Dunklee moved to approve the changes to the NH DES letter, seconded by Member Lonske. The vote was unanimous.
- The Select Board reviewed the **email from Bob Dillon (resident of 247 Hobart Hill Road) regarding two rocks** on Hobart Hill Road causing the pavement to protrude up making for hazardous driving conditions. Member Lonske agreed that the rocks are in a location that the vehicle avoiding the hazards enter into the opposing traffic lane. Chief Austin agreed that the rocks protrude out enough vehicles have to go into the other lane to keep from bottoming out a vehicle. The Board asked Mrs. Corliss to discuss this with Casey Kuplin, Highway Supervisor, to repair the two road issues.
- The Board reviewed the request from **FORECO on a recent yield tax bill to Green Acre Woodlands, Inc.** to reconsider the timber tax rating assessed due to the amount of work that was put into upgrading Tenney Hill Road by FORECO to access the wood lot to be harvested. Mrs. Corliss informed the Board that the difference in the yield tax was \$52.00. Vice-Chair Dunklee moved to abate the Green Acre Woodlands, Inc. yield tax bill by \$52.00, seconded by Member Lonske. The vote was unanimous.
- The Select Board reviewed the request from **FORECO to make improvements to Tenney Lane (Class VI Road)** for the purpose of logging Green Acre Woodlands, Inc. property. The Board approved this request in February of 2012, but due to weather conditions this operation was not ever started. Vice-Chair Dunklee moved to give permission to FORECO to upgrade Tenney Lane, seconded by Member Lonske. The vote was unanimous.
- Mrs. Corliss relayed to the Board that the **Union Congregational Church was requesting that a couple of crafters were looking to leave their trailers on the Hebron Common overnight** before the Hebron Church Fair on Saturday, July 29, 2017. Mrs. Corliss reported to the Board that Phil and Linda Kriss (Vendor Chairpersons) were willing to meet with the Board if there were any questions. Member Lonske moved to authorize the crafter to leave their trailers on the Hebron Common overnight for the Hebron Church Fair, seconded by Chair Moriarty. The vote was unanimous.

7:50 P.M.

CORRESPONDENCE:

- Letter from **Lakes Region Planning Commission looking for a second representative from the Town of Hebron** too the Lakes Region Planning Commission. Vice-Chair Dunklee moved for Patrick Moriarty to represent Hebron on the commission, seconded by Member Lonske. The vote was unanimous.
- **Letter from Newfound Lake Region Association** thanking the Town of Hebron for the donation of \$2,000 and outlining what the gift goes toward in protecting Newfound Lake.
- **Invitation from the Newfound Lake Region Association** to the leadership giving celebration.

7:55 P.M.

ANY OTHER BUSINESS:

- Member Lonske discussed with the Board the information found on the **aspects of changing from a March Town Meeting to a May Town Meeting.** Chair Moriarty and Vice-Chair Dunklee would review the financial aspects involved with the first year's budget for the town portion would be for 18 months.
- Member Lonske discussed with the Board contacting **Casella Waste about the options of utilizing a smaller truck during the spring** when the NH Department of Transportation posts the state roads with restricted weight limits. Member Lonske would like to avoid the weekly emails to notify taxpayers whether or not to anticipate trash collection. Member Lonske noted that if Casella Waste was not willing to do this, then a letter should be sent to NH DOT about trash collection trucks being exempt from the weight limit. Vice-Chair Dunklee commented that many other towns deal with the same issue each year.

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- Mrs. Corliss relayed to the Board that an email was received regarding **concerns with a Confederate flag and a United States of America flag posted on the side of a building**. The Board agreed that they had no authority over this matter.
- Mrs. Corliss updated the Board on a recent **discussion with Casey Kuplin, Highway Supervisor** on the following: Cooper Road culvert and water over the road, George Road and Cross Road paving, and charges to the Crescent Lane dry hydrant.
- Mrs. Corliss relayed to the Board that Frank (technician with Certified Computer Solutions) **replaced the wireless router due to malfunction and access issues** in the Selectmen's Office Building. Mrs. Corliss informed the Board that Frank noticed the proposed addition and renovation plans to the Academy Building (Selectmen's Office Building) and offered to meet with the architects, if necessary, to review the networking and computer hardware needs for the offices. Vice-Chair Dunklee felt that the architects would have an electrical engineer involved in this part of the plans which he would be reviewing carefully. Mrs. Corliss discussed with the Board an alternative solution location for the Selectmen's Office staff during the construction of the addition and renovations to the Academy Building as the meeting room in the Public Safety Building. Mrs. Corliss informed the Board that the office personnel are willing to make it work utilizing the least amount of office furniture to perform the necessary day to day operations. Vice-Chair Dunklee had reservations about taking over the Fire Department training room as it was used one evening every week. Mrs. Corliss expressed to the Board that the town already heats the building, pays for electricity each month, and the room may already have the necessary internet/network wiring. The Board agreed that this was worth exploring as an option for the office relocation. Chair Moriarty agreed to discuss this with Chief Fischer.

8:27 P.M. **APPROVAL OF THE MINUTES:** The Select Board reviewed the Select Board Meeting minutes of June 1, 2017. Vice-Chair Dunklee moved to approve the Select Board Meeting minutes of June 1, 2017 as submitted, seconded by Chair Moriarty. The vote was unanimous.

8:33 P.M. **MEETING ADJOURNED:** Member Lonske moved to adjourn the meeting at 8:33 p.m., seconded by Vice-Chair Dunklee. The vote was unanimous.

Respectfully submitted,

Karen Corliss
Town Administrator