

TOWN OF HEBRON  
SELECT BOARD MEETING MINUTES  
JUNE 30, 2016

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

OTHERS PRESENT: Travis Austin (Police Chief), Alan Barnard, Bruce Barnard, Nate Parks, Audrey Johnson, Jason Stock (NH Timberland Owners Association, Executive Director), Phil and Linda Kriss (Union Congregational Church Fair, Vendor Chairs), Nate Parks (Director of Camp Berea), Bill Robertie (Fire Warden), Paula Cummings (Library Trustee), Justin Dockswell (Director of Camp Wicosuta)

7:00 P.M. **PUBLIC HEARING – PROPOSAL OF DEEMING BEREA ROAD AN EMERGENCY LANE:** Chair Moriarty opened the public hearing and relayed to the audience that this hearing was to deem Berea Road an Emergency Lane for the purpose of making sure emergency vehicles had access to the lake and the dry hydrant for emergency purposes. Member Lonske informed the audience that the Board had worked with Bill Robertie and Chief Fischer to identify roads in town that would be designated as emergency lanes due to the access to the back lands or access to the lake. Member Lonske noted that the town had already repaired this road three times in the past four years due to streams overflowing and washing out the road. Chair Moriarty looked to the audience for other comments.

Bruce Barnard stated that he was familiar with Berea Road and the culvert on the road needed to be up sized in order to withstand the amount of water that ran down the edge of the road. Mr. Barnard stated that he felt the maintenance of the road fell upon Camp Berea and Camp Wicosuta since they have the largest interest in property off this road. Mr. Barnard relayed to the Board that they should go to Camp Wicosuta's beach with the emergency lane not down to the parking lot at Camp Berea. Member Lonske stated that there have been situations where they were not able to get emergency vehicles to the people stranded on the other side of the washout. Member Lonske noted that the Board could bring this issue to town meeting to make Berea Road a Class V Road. Alan Barnard stated that the emergency lane is really two portions: the Class VI Road that goes to the culvert which is a town road and anything below the culvert is a private road.

Alan Barnard stated that in 1994 he performed a survey for Camp Berea for a boundary line agreement upon which one of stipulations was that the camp would maintain access to the dry hydrant. Alan Barnard informed the Board in 2009 the Planning Board performed a regional impact study as part of the site plan review to maintain road to dry hydrant for Camp Berea. Alan Barnard recommended to the Board that a capital reserve fund should be established for each emergency lane. Alan Barnard informed the Board that there were others that have a right to access below the end of the Class VI portion of Berea Road. Nate Parks relayed to the Board that many taxpayers have rights to Berea Road. Member Lonske relayed to the audience that if the Board brought this to town meeting to make it a town road it would simplify matters significantly. Vice-Chair Dunklee stated that Berea Road as an emergency road was not a good idea since there was a business that operated at the end of the road. Vice-Chair Dunklee felt that if the business wanted to continue operation then they would maintain the road to their property. Vice-Chair Dunklee pointed out that if Berea Road was made an Emergency Lane then other camps may want to have their main driveway deemed an emergency lane also.

Justin Dockswell informed the Board that Camp Wicosuta has access to the road throughout the summer, but there has been issues on the road. Mr. Dockswell pointed out that the entrance to Camp Berea was at the gate. Mr. Dockswell felt that by making Berea Road an emergency lane would benefit the town for access to the dry hydrant.

Alan Barnard stated that if the town laid out Berea Road as a Class V road it would be a two-step process because the road would need to be brought up to Class V standards which unfortunately private property would have to be taken in order to meet the road width. Vice-Chair Dunklee agreed that there would be many property owners losing a significant amount of property along the road in order to meet the standard road width. Member Lonske felt the situations would come up again and again endangering lives and the road would need to be repaired by the town. Currently the town fixes the road and then works with the private property owners to receive payment for the road repairs.

Bill Robertie stated that the dry hydrant at Camp Berea was not operating correctly. Mr. Parks informed the Board that Camp Berea had watched the town fire truck use the hydrant and at that time it was working correctly. Mr. Parks noted that Crystal Springs Road would benefit by Berea Road as emergency lane and the community on West Shore Road would benefit also by having access to this dry hydrant. Member Lonske noted that there was a house fire in Indian Point

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Road and the fire department ended up using a private property owner's pond as a water source to fight the fire. Mr. Robertie stated that the access to the dry hydrant installed by Camp Berea was limited.

Mr. Dockswell stated that this issue needed to be addressed and would like to see a solution. Nate Parks stated that as a property owner in the town he would pay more taxes to fix the road. Alan Barnard recommended creating a transportation improvement project committee to review roads and make recommendations for improvements to existing Class V Roads to the capital improvement committee. Bruce Barnard recommended increasing the culvert size and taking this to town meeting to make Berea Road a Class V Road as he was not in favor of making Berea Road an Emergency Lane at this time. At 7:34 PM Chair Moriarty closed the public hearing.

7:35 PM Patrick Moriarty opened the public hearing to **withdraw funds from the capital reserve account entitled "Assessment Services Contract Payment"**. Mrs. Corliss noted that the town was required to perform a townwide assessment update in 2016 and this money had been raised over the years to fund this update. Chair Moriarty informed the audience that for the past five years the town had been putting away funds to pay for this townwide update as a way of level funding the project. At 7:36 PM Chair Moriarty closed the public hearing. Vice-Chair Dunklee moved to withdraw funds from the Assessment Services Capital Reserve Fund for the 2016 update, seconded by Member Lonske. The vote was unanimous.

7:37 PM **REQUEST FROM UNION CONGREGATIONAL CHURCH FAIR COMMITTEE:** Phil Kriss approached the Select Board to discuss requests from vendors to park trailers on the Hebron Common overnight the day before the Church Fair. Mr. Kriss noted that there would be no one sleeping in the trailers overnight on the common. Vice-Chair Dunklee moved to approve the Church Fair Committee's request to allow overnight parking of vendor trailers on the Hebron Common as requested, seconded by Member Lonske. The vote was unanimous.

7:38 P.M. **ACTION ITEMS:**

- The Select Board signed the **accounting manifest**.
- The Select Board signed the **Yield Tax Warrant and the Certification of Yield Taxes Assessed** to NH Department of Revenue Administration.
- The Select Board signed the **Public Gathering Permit** for Newfound Lake Region Association for an event to be held on July 23, 2016 at the Grey Rocks Conservation Area on North Shore Road.
- Vice-Chair Dunklee moved that the town would not be utilizing the **PA-28 Form in 2017**, seconded by Member Lonske. The vote was unanimous.
- Vice-Chair Dunklee moved to authorize Chair Moriarty to sign the **Contractual Agreement for Professional Surveying, Engineering and Land Planning Services with TFMoran for the dry-hydrant on North Shore Road**, seconded by Member Lonske. The vote was unanimous.
- The Select Board signed the **letter to New England Forestry Foundation** and the **letter to FORECO** requesting bonds be posted before making any changes to the Class VI Roads.
- Vice-Chair Dunklee moved to approve the quote submitted by **Primex for Workers' Compensation and Property Liability insurance coverage** for the town, seconded Member Lonske. The vote was unanimous.
- The Select Board signed the authorization for processing the **refund to Paul and Eileen Niejadlik** as a result of an approved abatement for the 2015 tax year.

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

- The Select Board reviewed the proposals for **windows at the Hebron Library** from Hogan & Company Builders, Ray Wisner, and Cummings Architects. Paula Cumming (Library Trustee) informed the Board that there was concern by the Library Trustees with the deteriorating windows, the inability to use the windows, and the lack of air circulation in the building by not being able to open the windows during the warm days. Member Lonske commented that the windows that are in the building are original, according to builder, Joe Hogan. Based on the vinyl replacement windows that were installed in the Selectmen's Office Building, Member Lonske stated that the preservation experts would have preferred wood windows in the historic buildings in town. Alan Barnard suggested that the Select Board meet with the Historic District Commission to get their thoughts. The Board agreed to invite the Historic District Commission to the Public Hearing on July 21 for their input on the windows.
- Mrs. Corliss relayed to the Board that many **complaints were coming in about the amount of leafy material on the beach and in the water**. Vice-Chair Dunklee reported to the Board that he met with Alan Baker (Beach Committee Member) to review the debris issues. Mr. Baker pushes back the debris washed onto the beach every evening which is helping. Chair Moriarty felt that the leaves would

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decompose as the water got warmer, but there was not much that could be done about the debris washing down to the Hebron Memorial Beach. Vice-Chair Dunklee commented that the winds are coming from the south this year which have not allowed the leaves to move toward the river channel. Member Lonske would like to make sure that the people assisting with the additional beach clean-up this year are acknowledged. Bruce Barnard noted that when the marina was in operation the channel at the end of the river was dredged on a regular basis.

- Mrs. Corliss reported to the Board that she had received many **inquiries about the property owned by Lee and Octavia Mogil** on North Shore Road (Tax Map 8 Lot 008.006) regarding the clearing of the lot and filling it in with dirt. The #4 designated wetland as outlined in the Hebron Zoning Ordinance is located near the disturbed area. Vice-Chair Dunklee asked Mrs. Corliss to draft a letter to the property owners informing them that the Hebron Compliance Officer would be keeping a close eye on the excavation on the lot due to its proximity near the #4 designated wetland.
- Vice-Chair Dunklee agreed to reply to Jeff Hayes at the Lakes Region Planning Commission regarding the proposed **Regional Electricity Supply Aggregation**.
- Jason Stock informed the Board of an **upcoming panel discussion amongst NH Department of Revenue Administration Timber Tax Appraiser, NH Department of Environmental Services Wetlands Division, and NH Division of Forest and Lands which the area towns will be invited**. This will allow the towns to bring forth issues that they are faced with regarding logging operations in their town. The Board addressed their reasons for not signing the Limited Editions Properties Notice of Intent to Cut Wood or Timber form with Mr. Stock. Chair Moriarty reviewed with Mr. Stock the reply from NH Department of Environmental Services, Linda Magoon, Compliance Supervisor, regarding the logging operation in town with open violations. The Select Board agreed that the Notice of Intent to Cut Wood or Timber was not the right place to address outstanding violations on prior logging operations by the same logger. The only way to prevent future violations by the same logger in town was to keep a close eye on the operation since the town does not have the right to request a bond to ensure any damages would be repaired. Chair Moriarty asked Mrs. Corliss to upload the letter from Ms. Magoon on the town website so the public knows that the Select Board had contacted the proper department regarding outstanding violations and the proper department was made aware of the Board's concerns. Chair Moriarty and Member Lonske signed the Notice of Intent to Cut Wood or Timber for Limited Editions Properties to perform timber harvesting operations on the West Shore Road lot on Tax Map 18 Lot 032, under protest. Vice-Chair Dunklee refused to sign the intent form.

8:25 P.M. **CORRESPONDENCE:**

- A copy of a **Wetlands Permit by Notification for Stone Gate Acres Association** to add sand to the association beach.
- **New Hampshire Municipal Association 2017-2018 Legislative Policy Process – Floor Policies**. Mrs. Corliss informed the Board that the document was sent to Representative Smith for review. The Board asked Mrs. Corliss to invite Representative Smith to a Select Board Meeting to review any concerns that she may have with the policies.
- A **Thank You letter from Hardy Country Snowmobile Club** – thanking the town for use of property for snowmobile trails.
- **Letter from NH Department of Transportation** replying to the town's request to reduce the lane width to 10' on Groton Road during the process of repaving. Due to the existing road width of 22' and the many blind curves in the road, it would be unsafe to follow through with the request.
- **Invitation from the Lakes Region Board of Realtors, Inc.** to participate in the 28<sup>th</sup> Annual Golf Tournament.
- **Notice from the New Hampshire Preservation Alliance** – upcoming events for the summer
- **Invitation from the Society of the Protection of NH Forests** to attend the inaugural gathering of Conservation Easement Landowners.

8:27 P.M. **ANY OTHER BUSINESS:**

- Alan Barnard suggested to the Board **accepting Berea Road to the bridge** and working with Camp Berea and Camp Wicosuta to split the costs three ways for increasing the size of the culvert.
- Alan Barnard discussed with the Board the **sign recently installed on North Shore Road in the Hebron Common area** by the NH Department of Transportation requesting that the sign be relocated outside of the Historic District since it is on the National Historic Register. Member Lonske asked Mr. Barnard to have the Historic District Chair bring the request to the Board.

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- Alan Barnard made the request to the Board to get on an upcoming Select Board agenda to **discuss the boundary line discrepancy with Bruce Platts (Tax Map 17 Lot 018)** as required by Town Counsel in the letter to Mr. Platts and Mr. Barnard. Vice-Chair Dunklee demanded to know when the letter was sent and why he was not made aware of the letter. Chair Moriarty informed Vice-Chair Dunklee that this issue was brought up at a Select Board Meeting where Vice-Chair Dunklee was not present and there was mention that Mr. Platts boundary line could end at the swing set located on the Hebron Common. Chair Moriarty relayed to Vice-Chair Dunklee that he spoke with Attorney Steven Whitley about how to approach solving the boundary line in question and that Attorney Whitley sent the letter without the Board reviewing it first. The Board agreed to meet with Mr. Barnard and Mr. Platts at the July 21 Select Board Meeting.
- Mrs. Corliss explained to the Board that **another line was added in the Fire Department 2016 Budget to cover the expenses for Comstar** (ambulance billing service) but the bottom line of the budget was not increased for this expense. Mrs. Corliss informed the Board that this was reviewed with NH Department of Revenue Administration since the income was always reported but the expenses were not show under the Fire Department Budget. Vice-Chair Dunklee moved to add a Comstar line in the Fire Department budget without increasing the bottom line of the Fire Department budget, seconded by Member Lonske. The vote was unanimous.
- Bill Robertie asked the Board about **sending letters to property owners on private roads and to the camps about ensuring that the property is accessible by the emergency vehicles**. Vice-Chair Dunklee felt that the letter should come from the Fire Chief.
- Bill Robertie dropped of **Forestry Bills that required the signature of the Town Treasurer** and the bills could be mailed directly to NH Division of Forest and Lands for processing.

8:50 P.M. **APPROVAL OF THE MINUTES:** The Select Board reviewed the Select Board Meeting minutes of June 16, 2016 and made the following change: page 1, under *Notice of Intent to Cut – Limited Editions Properties*, seventh sentence – change “the two people that signed” to read “that Timberwolf Logging, LLC that signed”. Vice-Chair Dunklee moved to accept the Select Board Meeting minutes of June 16, 2016 as amended, seconded by Member Lonske. The vote was unanimous.

9:02 P.M. **MEETING ADJOURNED:** Vice-Chair Dunklee moved to adjourn the meeting at 9:02 p.m., seconded by Member Lonske. The vote was unanimous.

Respectfully submitted,

Karen Corliss  
Town Administrator

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