

TOWN OF HEBRON  
SELECT BOARD MEETING MINUTES  
OCTOBER 5, 2017

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

OTHERS PRESENT: Travis Austin (Police Chief), Alison York (Friends of the Library), David Brittelli, Debra Hart

ABSENT: Ellie Lonske – previous engagement

7:00 P.M.

**PUBLIC HEARING – WITHDRAW FUNDS FROM TRUST FUND AND CAPITAL RESERVE FUNDS:**

Chair Moriarty opened the public hearing to discuss expending funds from the capital reserve fund entitled “Capital Equipment – Highway” for the purchase of the new backhoe, the capital reserve fund entitled “Town Offices Expansion and Refurbishment” for the renovations and the addition to the Hebron Academy Building and to withdraw funds from the trust fund entitled “Planting and Care of Trees & Shrubs in the Hebron Village Cemetery” for the planting of lilacs in the Hebron Village Cemetery. Chair Moriarty looked to the audience for comments. With no comments to be made, Chair Moriarty moved to close the public hearing at 7:04 p.m., seconded by Vice-Chair Dunklee. The vote was unanimous.

Chair Moriarty moved to withdraw funds from the Capital Equipment-Highway capital reserve fund towards the lease/purchase of the backhoe, seconded by Vice-Chair Dunklee. The vote was unanimous.

Chair Moriarty moved to withdraw funds from the Planting and Care of Trees & Shrubs in the Hebron Village Cemetery Trust Fund, seconded by Vice-Chair Moriarty. The vote was unanimous.

Chair Moriarty moved to withdraw funds from the Town Offices Expansion and Refurbishment capital reserve fund. Vice-Chair Dunklee voted no.

7:06 P.M.

**FRIENDS OF THE HEBRON LIBRARY:** Alison York approached the Select Board to present a request from the Friends of the Hebron Library. Mrs. York relayed to the Board that Eversource (public utilities company) offers a grant to non-profit organizations and the Friends of the Hebron Library was interested in applying. The Librarian would like to have better lighting in the children’s section. Mrs. York asked the Board for the process for the group to follow. Vice-Chair Dunklee informed Mrs. York that the electrical panel for the Library was in the hallway section behind the Town Clerk/Tax Collector building which should be checked by an electrician to ensure it could handle the additional load. Vice-Chair Dunklee suggested contacting Ed Smith (electrical engineer) to prepare a plan for proper placement of the lights and then obtain bids from electricians on the project. Mrs. York questioned who would be responsible for the cost. Vice-Chair Dunklee suggested that the Friends of the Library could cover the costs of the engineered plan.

7:15 P.M.

**ACTION ITEMS:**

- The Select Board signed the **accounting manifest**.
- Vice-Chair Dunklee moved to authorize Chair Moriarty to sign the **Proxy Statement for Grafton Regional Development Cooperation’s Annual Meeting**, seconded by Chair Moriarty. The vote was unanimous.
- The Select Board reviewed the letter from the Conservation Commission requesting the **appointment of Edward Van Dorn as an alternate Conservation Commission Member** to fill the term of Curtis Mooney who has moved. Vice-Chair Dunklee moved to appoint Edward Van Dorn as Conservation Commission Alternate Member until March 2018, seconded by Chair Moriarty. The vote was unanimous.
- The Select Board signed the **letter to the Trustees of Trust Funds** requesting that a donation be deposited into the “Planting and Care of Trees & Shrubs in the Hebron Village Cemetery” Trust Fund.

7:20 P.M.

**DISCUSSION:**

- The Select Board reviewed the **reply to the Board’s letter from MetroCast attorney’s, Davis Wright Tremaine, LLP**, regarding the letter dated September 13, 2017 stating the reasons for not approving the Resolution to transfer the franchise. Chair Moriarty asked Mrs. Corliss to invite Ed Merrill, General Manager for MetroCast, to the next Select Board Meeting to discuss this issue further.

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

- Mrs. Corliss reviewed with the Board **proposals from three copier sales representatives** regarding the replacement of the copier in the Select Board Office. Mrs. Corliss relayed to the Board that she requested input from the Town Clerk and Tax Collector as this will be the shared copier once all of the offices are in one location. Vice-Chair Dunklee suggested contacting the owner of TAV Electronics regarding the Sharp copiers. The Board asked Mrs. Corliss to obtain references on the copiers, obtain the amount in the Communications Capital Reserve Fund, and to check the limits on the lease options.

7:32 P.M.

**CORRESPONDENCE:**

- **Invitation from Genesis Behavioral Health** to the Annual Meeting

7:34 P.M.

**ANY OTHER BUSINESS:**

- Vice-Chair Dunklee updated the Board on the **Planning Board Meeting**. Vice-Chair Dunklee informed the Board that the Planning Board would be working on updating their application forms.
- Mrs. Corliss relayed to the Board that the Administrative Assistant, Alison York, had not included the amount of **#2 fuel in the pre-buy with Pemi Fuels to heat the Selectmen's Office Building** as the renovation and addition project was to be underway by the late fall. Since the project has not started, Mrs. Corliss asked the Board if Mrs. York should contact Pemi Fuels for a price for the #2 Fuel. The Board suggested waiting until November 1<sup>st</sup> which would allow time to determine if the project would be started in 2017.
- Mrs. Corliss relayed to the Board that Chief Austin was looking for authorization to **dispose of the computer that was recently replaced in the Police Department**. The Select Board authorized Chief Austin to dispose of the computer.

7:37 P.M.

**APPROVAL OF THE MINUTES:** The Select Board reviewed the Select Board Non-Public Meeting minutes of September 7, 2017, September 18, 2017, and September 21, 2017. Vice-Chair Dunklee moved to approve the Select Board Non-Public Meeting minutes of September 7, 2017, September 18, 2017, and September 21, 2017 as written, seconded by Chair Moriarty. The vote was unanimous.

The Select Board reviewed the Select Board Non-Public Meeting minutes of September 18, 2017. Vice-Chair Dunklee moved to accept the Select Board Meeting minutes of September 18, 2017 as written, seconded by Chair Moriarty. The vote was unanimous.

The Select Board reviewed the Select Board Non-Public Meeting minutes of September 21, 2017. Chair Moriarty moved to accept the Select Board Meeting minutes of September 21, 2017 as written, seconded by Vice-Chair Dunklee. The vote was unanimous.

7:40 P.M.

**NON-PUBLIC SESSION:** Vice-Chair Dunklee moved to go into non-public session pursuant to NH RSA 91-A:3, II(I) to discuss advice from legal counsel, seconded by Chair Moriarty. Pat Moriarty - yes John Dunklee - yes

7:51 P.M.

**OUT OF NON-PUBLIC SESSION:** Vice-Chair Dunklee moved to come out of non-public session seconded by Chair Moriarty. Pat Moriarty - yes John Dunklee - yes Vice-Chair Dunklee moved to seal the minutes pursuant to NH RSA 91-A:, III for five years, seconded by Chair Moriarty. Pat Moriarty - yes John Dunklee - yes

7:52 P.M.

**MEETING ADJOURNED:** Chair Moriarty moved to adjourn the meeting at 7:52 p.m., seconded by Vice-Chair Dunklee. The vote was unanimous.

Respectfully submitted,

Karen Corliss  
Town Administrator

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