

TOWN OF HEBRON
SELECT BOARD MEETING TO REVIEW 2018 BUDGETS
OCTOBER 25, 2017

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

OTHERS PRESENT: Tracey Steenbergen (Town Clerk), Alison York (Administrative Assistant), Doug Merrill (Cemetery Sexton)

6:00 P.M. **TOWN CLERK 2018 BUDGET:** Tracey Steenbergen approached the Select Board to review the 2018 Town Clerk budget. Mrs. Steenbergen informed the Board that there would be no increase to the Town Clerk budget in 2018.

Mrs. Steenbergen informed the Select Board that she had created a town meeting page on the town website to place all of the town meeting documents for people to review.

6:15 P.M. **CEMETERY 2018 BUDGET:** Doug Merrill approached the Select Board to present the 2018 Cemetery Budget. Mr. Merrill informed the Board that the 2018 budget would remain the same as the 2017 Cemetery budget. Mr. Merrill discussed with the Board a solution for marking the rows in the Hebron Village Cemetery. Mr. Merrill reported to the Board that now people are reserving burial plots in the cemetery we would like to have a way to distinguish what area of the cemetery people would like to be buried. Mr. Merrill informed the Select Board that a lot has been done in the Hebron Village Cemetery and it's more a maintenance issue. Mr. Merrill discussed with the Board how to designate people that are not buried in the cemetery, but would like to be recognized. Mr. Merrill informed the Board that he and Mrs. Steenbergen had discussed a Wall of Remembrance which would list the names.

6:40 p.m. **ANY OTHER BUSINESS:** Mrs. Corliss informed the Board that Casey Kuplin, Highway Supervisor, had reviewed the **proposals from the private contractors** for the 2017 2018 plowing a private driveways. Mrs. Corliss relayed to the Board that Mr. Kuplin was recommending \$57 per hour for three-quarter ton truck with a 9 foot plow and \$62 per hour for a 1 ton truck with a 9 foot plow and a 3 yard sander. Vice-Chair Dunklee moved to pay the private contractors as recommended by the Highway Supervisor, Casey Kuplin, seconded by Chair Moriarty. The vote was unanimous.

Mrs. Corliss discussed with the Board a question that she had regarding **\$2,000 being contributed to the Library Trustees** for use the Hebron Library. Mrs. Corliss reviewed with the Board New Hampshire RSA 202 – a: 11 Powers and Duties under Public Libraries. Vice-Chair Dunklee asked Mrs. Corliss to contact Terry Knowles, Assistant Director - Charitable Trusts Unit, with her questions.

Member Lonske left the meeting due to a prior engagement.

Alison York asked the Board if the **air-conditioning units would be removed** from the windows at the Town Clerk/Tax Collector's Building and the Library or if there would be covers purchased for the winter. Vice-Chair Dunklee felt that the Merrill's could be hired to move them to the Old Fire Station.

Alison York asked the Select Board if they would like to create **another line in the Planning Board Budget for recordings plans and lot mergers**. Mrs. York mentioned that this is being brought up because the Planning Board had a charge to that line last year, but did not budget for this year. The following changes were made to the Planning Board budget Deeds and Recordings account \$50, Books and Periodicals account \$100.00.

Vice-Chair Dunklee discussed with Chair Moriarty concerns with **regarding correspondence to Town Counsel** by an individual Select Board member as opposed to the Chair discussing what the Select Board had agreed upon with Town Counsel. Vice-Chair Dunklee felt that the whole Board should have input on an issue and then the Chair relay any discussion to Town Counsel. All replies from Town Counsel should be directed to the Chair with one response. Chair Moriarty agreed with this as the information being given to the Town Counsel may not be the feeling of the Board. Vice-Chair Dunklee moved that Chair Moriarty be the contact for all communications with the attorney and architect on legal matters and that Town Counsel only reply to the Chair, seconded Chair Moriarty. The vote was unanimous.

7:05P.M. **MEETING ADJOURNED:** Vice-Chair Dunklee moved to adjourn the meeting at 7:05 P.M., seconded by Chair Moriarty. The motion was unanimous.

Respectfully submitted,

Karen Corliss
Town Administrator

Note: Any changes or additions to the minutes will be reflected in the next Selectmen's Meeting minutes.