

TOWN OF HEBRON
SELECT BOARD MEETING MINUTES
SEPTEMBER 27, 2022

PRESENT: Rich James, Paul Hazelton, Pat Moriarty, and Karen Sanborn, Town Administrator

OTHERS PRESENT:

10:00 A.M. **COMMENCED MEETING:** Chair James commenced the meeting at 10:00 a.m.

10:00 A.M. **FIBER OPTICS PROJECT – BROADBAND EXPANSION:** Chair James reported to the Board that the project is moving forward which agreements needed to be signed with Northern Border Regional Commission and Lakes Region Planning Commission. Selectman Moriarty noted that Lakes Region Planning Commission is the Local Development District (LDD) for the project. Vice-Chair Hazelton moved to authorize Chair James to sign the Contract between the Lakes Region Planning Commission and the Town of Hebron, the Grant Agreement between Northern Border Regional Commission and the Town of Hebron, and the Acknowledgement of receipt of the Northern Border Regional Commission's Compliance Manual, seconded by Selectman Moriarty. The vote was unanimous.

10:10 A.M. **ANY OTHER BUSINESS:**

- The Select Board signed the **accounting manifest**.
- Ms. Sanborn reported to the Board that the proposal was to keep the **2022-2023 private driveway snowplow rates** the same as the 2021-2022 rates as there was a balance of \$59,000 in the Snow Plow Account. The Select Board agreed.
- Ms. Sanborn reported to the Board that she had an estimate from Spencer Brothers to **remove the underground #2 Oil Tank** from the ground located at the Old Fire Station. The estimate was for \$3,800. Ms. Sanborn noted that if a closure report was required the cost would increase by \$1,000. Chair James stated that the funds could be expensed to the General Government Buildings – Repairs & Maintenance account line. The Board agreed to proceed with removing the tank.
- The Board signed the **Class V Summer Cottage Roads Agreement and Release for James and Francine Fletcher** for Pike Hill Road.
- Ms. Sanborn relayed to the Board that a request came in from a taxpayer looking for approval on a building permit and a driveway permit, before the necessary documentation could be available, in order to obtain financing for the project. Ms. Sanborn informed the Board that the taxpayer met with Ivan Quinchia (Planning Board Chair) and Ben Hall, Highway Supervisor to review the issues with the driveway that was installed on this lot and received recommendations on addressing the issues. Mr. Quinchia stated that he would sign off on the driveway permit with the stipulation that the building project was not started until Ben Hall signed off on the driveway permit ensuring that the issues had been addressed. Ms. Sanborn informed the Board that she requested the applications be submitted before a decision could be made. The Board agreed.
- The Board reviewed the **town road inventory collection form** and Ms. Sanborn informed the Board that this was to add the Class V roads that were recently taken over – Skyline Drive, High Cliffs Circle, and Kill Mountain Road. The additional mileage would be added to the total miles of Class V Roads in Hebron which is used to calculate the Highway Block Grant funds from the State of NH. Vice-Chair Hazelton moved to authorize Chair James to sign the Town Road Inventory Collection form, seconded by Selectman Moriarty. The vote was unanimous.
- Chair James informed the Board that the **wireless connection in the upstairs meeting room** does not work adequately with the equipment for holding remote meetings. The

NOTE: Changes to the Select Board Meeting minutes will be reflected in the next set of minutes.

wireless equipment needs to be upgraded. The estimate from Certified Computer Solutions, Inc. was for \$579. This will also address the communication lines installed in the offices that were not connected in the basement to the correct port. Selectman Moriarty moved to proceed with upgrading the wireless connections in the Town Office Building, seconded by Vice-Chair Hazelton. The vote was unanimous.

10:20 A.M. **MEETING ADJOURNED:** Vice-Chair Hazelton moved to adjourn the meeting at 10:20 a.m., seconded by Selectman Moriarty. The vote was unanimous.

Respectfully Submitted,

Karen Sanborn
Town Administrator