

TOWN OF HEBRON
SELECT BOARD MEETING MINUTES
NOVEMBER 3, 2022

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

OTHERS PRESENT: Jennifer Larochelle (Newfound Area School District, Hebron Budget Committee Representative)

ABSENT: Rich James (previous engagement)

2:30 P.M. **COMMENCED MEETING:** Vice-Chair Hazelton commenced the meeting at 2:30 p.m.

2:30 P.M. **ACTION ITEMS:**

- The Select Board signed the **accounting manifests**.
- The Select Board signed the **Petition for License** submitted by Eversource for a new pole on West Shore Road.
- Ms. Sanborn informed the Board that the health insurance rate increased by 11.7% and the dental insurance rate increased by 1.5% for the calendar year 2023. Selectman Moriarty moved to accept the **health and dental insurance rates for the calendar year 2023** and to authorize Vice-Chair Hazelton to sign the agreement, seconded by Vice-Chair Hazelton. The vote was unanimous.

2:45 P.M. **CORRESPONDENCE:**

- **Letter from Newfound Lake Region Association** to the State of NH Department of Environmental Services urging that the Dam Bureau adopt the 2019 modified interim management plan to maintain a “full pond” level of 5.5 feet in Newfound Lake.
- Ms. Sanborn informed the Board that **Primex does not handle construction bonds** but did pass along a Sample Contract for Insurance and Indemnification on a project.
- The information provided for the town to hold a **special town meeting** was not addressed as the need is no longer necessitated. The Select Board would address at the next meeting scheduling a public hearing in order to get the information to the taxpayers and residents about the proposed changes to the funding formula of the Newfound Area School District.
- **Project Proposal for crack sealing on George Road** - \$4,600/day. Selectman Moriarty suggested that Ben Hall, Highway Supervisor provide prices for the equipment to do crack sealing in the next the budget proposal.

2:45 P.M. **ANY OTHER BUSINESS:**

- Ms. Sanborn inquired about **advertising for the Treasurer’s position**. The Board tabled the discussion until the next Select Board Meeting.
- Ms. Sanborn asked the Board about **scheduling a department head meeting** for November. The Board agreed to hold off and schedule a meeting in December.
- Ms. Sanborn informed the Board that the New Hampshire Municipal Association was looking to see if the town wanted any **legal files that in their custody that go back to January 1, 2015** or if the NHMA could discard the files. Selectman Moriarty asked Ms. Sanborn to request the files to be returned to the town.
- The Board reviewed the **storage cabinet choices** as proposed by Tracey Steenbergen, Town Clerk, to store the ballot boxes in as required by the Secretary of State’s Office. Ms. Sanborn stated that Mrs. Steenbergen preferred the cabinets with the deeper shelves. Selectman Moriarty moved to approve the filing cabinet recommended by the

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Town Clerk, Tracey Steenbergen, seconded by Vice-Chair Hazelton. The vote was unanimous.

- The Select Board signed the **credit application with Arrow Central a culvert supplier**.
- Ms. Sanborn informed Selectman Moriarty of the first meeting of the **Hebron Common Landscape and Playground Committee** to be held on November 10, 2022 at 5:00 p.m. in the upstairs meeting room of the Town Office Building.
- Ms. Sanborn relayed to the Board that the **Grafton County invoice for taxes for 2022** was \$538,033. This was an increase over last year.
- Ms. Sanborn reported to the Board that the **underground oil tank had been removed** from behind the Old Fire Station (10 Groton Road) and was in excellent condition.
- Selectman Moriarty informed the Board of the **opinion from town counsel regarding utilizing the preliminary flood data**. Town counsel advised against doing so as the preliminary data needed to be accepted by the Federal Emergency Management Agency first. Ms. Sanborn informed the Board of an upcoming ZOOM meeting she planned on attending regarding the Flood Insurance Rate Maps (FIRM).
- Selectman Moriarty asked Ms. Sanborn about an **agreement with Conneston Construction Inc.** for the town for the Community/ Library Project. Ms. Sanborn replied that she would check with Audrey Johnson (secretary for the Community/Library Building Committee).

3:25 P.M. **APPROVAL OF MINUTES:** The Select Board reviewed the Select Board Meeting minutes of October 20, 2022 and made the following changes: page 2, last paragraph, first sentence – insert “suggests” after “and” and page 2, under *Library Trustees – Advertising for Librarian*, add at the bottom of the paragraph – add a sentence that reads “The Library Trustees agree to return any surplus from the \$500 borrowed to the General Fund.” Selectman Moriarty moved to accept the Select Board Meeting minutes of October 20, 2022 as amended, seconded by Vice-Chair Hazelton. The vote was unanimous.

Ms. Sanborn reviewed with the Board a budgeting inquiry regarding the Gazebo Committee’s warrant articles and the expenditures.

3:35 P.M. **NEWFOUND AREA SCHOOL DISTRICT BUDGET COMMITTEE – HEBRON REPRESENTATIVE:** Jennifer Larochelle approached the Select Board to update the Board on issues that have come before the NASD Budget Committee. Mrs. Larochelle handed the Board summaries from Banwell Architects regarding the building conditions of the elementary schools in the Newfound Area School District.

4:05 P.M. **MEETING ADJOURNED:** Selectman Moriarty moved to adjourn the meeting at 4:05 p.m., seconded by Vice-Chair Hazelton. The vote was unanimous.

Respectfully Submitted,

Karen Sanborn
Town Administrator

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