

TOWN OF HEBRON
SELECT BOARD MEETING MINUTES

APRIL 20, 2023

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

OTHERS PRESENT: Ben Hall (Highway Supervisor)

7:00 P.M. **COMMENCE MEETING:** Chair James commenced the meeting at 7:00 p.m.

7:00 P.M. **HIGHWAY DEPARTMENT – NEW TRUCK:** Ben Hall approached the Select Board to propose purchasing a new dump truck with a plow in 2023. Mr. Hall informed the Board that he would like to trade in both trucks to offset the cost of a new truck. Mr. Hall noted that Reed's Truck in Newport, NH is willing to provide a trade in estimate for the International dump truck and Mack dump truck both trucks. Selectman Moriarty asked Mr. Hall to obtain an estimate for leasing a new truck. Chair James questioned other options for the Mack tri-axle dump truck as opposed to trading the truck in against the new truck. Privately selling the truck or selling the truck at auction may sell for more money. The Board discussed with Mr. Hall alternatives for selling the Mack dump truck. Chair James invited Mr. Hall to the second Select Board Meeting in May to review the truck prices obtained from at least two vendors and appraisals for selling the Mack.

The Board discussed with Mr. Hall connecting with John Fischer, Emergency Management Director, about providing the necessary information for the recent emergency declaration for December 22-24, 2022.

7:18 P.M. **ACTION ITEMS:**

- The Select Board signed the **accounting manifests**.
- Ms. Sanborn discussed with the Board the recent inquiry by the Trustees of Trust Funds regarding **the Board's authorization to accept private donations**. The Board reviewed the email from Three Bearings (investment management) to Parker Griffin (Trustee of Trust Funds). Chair James asked Ms. Sanborn to have Attorney Whitley review the concerns mentioned and advise on how to proceed. The Board signed the 2023 MS-636 Proposed Budget and the 2023 Warrant.
- Vice-Chair Hazelton moved to authorize Chair James to sign the **memo to Alison York, Administrative Assistant, to process an ACH payment to Hub66, Inc.** for the Fiber Optics Project, seconded by Selectman Moriarty. The vote was unanimous.

7:34 P.M. **DISCUSSION:**

- Ms. Sanborn informed the Board that the **2022 Town Reports** have been printed and that Bridge and Byron Printers would deliver the reports early next week. Ms. Sanborn relayed to the Board that Roger Larochelle asked Ms. Sanborn about printing 500 handouts for the Community Center/Library Building bond article to be placed in the Town Reports at the time of mailing. The Town Clerk, Tracey Steenbergen had an informational handout to be included place in the Town Reports as well regarding the rules of Town Meeting.
- Chair James relayed to the Board that a **representative from Hub66 would like to have a table at the entrance of the Public Safety Building Union-Congregational Church—Hebron Community Hall** during Town Meeting election day with information on fiber optics and availability in Hebron.
- The Board reviewed the recommended changes to the **Memorandum of Understanding (MOU) with Hub66**. The Board approved the changes to the MOU.

7:45 P.M. **CORRESPONDENCE:**

- **Hearing notice** from the Hebron Historic District Commission
- **Letter from State of NH Department of Transportation** – 2023 District Resurfacing Program. Ms. Sanborn reported to the Board that a copy of the letter was forwarded to Ben Hall, Highway Supervisor. Ms. Sanborn informed ~~to~~ the Board that a contractor from Pike Industries (company awarded to do paving for the State of NH) inquired about utilizing the parking lot beside the Hebron Village Store. Ms. Sanborn recommended to the contractor parking the equipment to the right of the Public Safety Building at 37 Groton Road since the Community Center/Library Building Committee was going to mark out the proposed location of the building before the Annual Town Meeting in May.

7:46 P.M.

ANY OTHER BUSINESS:

- Vice- Chair Hazelton informed the Board that he spoke with **William Greenwell (North Shore Road property owner)** regarding the relocation of the entrance to George Road through his property to North Shore Road and at this time they were not interested.
- Ms. Sanborn informed the Board that she spoke to John Poulos (General Maintenance) regarding **repairing the timber on the Braley Road bridge**. Mr. Poulos agreed to meet with Vice-Chair Hazelton to discuss a solution.
- Chair James informed the Board that the **grant documents had been submitted for the Community Center/Library Building** to the Community Development Finance Authority Block Grant.
- Chair James informed the Board that he had been working with **Certified Computer Solutions, Inc.** regarding the **upstairs video for meetings** and it appears to be the firewall which is not allowing for the viewing of attendees or participants in the meetings.
- Chair James suggested to the Board that **Chief Austin oversee the Beach Attendant position** as currently the Beach Attendant works closely with Chief Austin on permit violations. Vice-Chair Hazelton recommended discussing this with the Beach Committee. Chair James noted that currently the Beach Attendant reports to the Select Board. The Board agreed to discuss this with Chief Austin at the next Select Board Meeting.
- Ms. Sanborn informed the Board that the necessary **letters were mailed and had been received by the abutters of the roads proposed to be discontinued** on the 2023 Town Warrant.
- Ms. Sanborn relayed to the Board that since the snow has melted and the frost is out of the ground, Paul Morrison (Paul Morrison Electric, LLC) can **fix the exterior light and pole at the Public Safety Building**. Vice-Chair Hazelton moved to authorize Chair James to sign the proposal for Paul Morrison Electric, LLC, seconded by Selectman Moriarty. The vote was unanimous.
- Ms. Sanborn informed the Board that the **individual interested in the Emergency Management Director position** had an emergency come up and is not back from Florida but would stop by the office as soon as they return.
- Ms. Sanborn updated the Select Board on the **maintenance to the HVAC system at the Town Office Building**. Ms. Sanborn informed the Board that one of the HVAC units (one of the original units) was not working and CP Mechanical would return Friday, April 21, 2023 to determine the issue.
- Ms. Sanborn relayed to the Board the conversation with Bryant Lehr, Conneston Construction, Inc. regarding the **leak on the front porch roof** and informed the Board that Dan Baggley (General Contractor for the Town Office Building Addition and Renovations) would be by mid-May to review the roof and to determine the cause for the ice buildup.

8:04 P.M.

NON-PUBLIC SESSION: Chair James moved to enter into non-public session pursuant to RSA 91-A:3, II (c), seconded by Vice-Chair Hazelton. Rich James - yes Paul Hazelton - yes Pat Moriarty - yes

8:25 P.M. **OUT OF NON-PUBLIC SESSION:** Chair James moved to come out of non-public session, seconded by Vice-Chair Hazelton. Rich James - yes Paul Hazelton - yes Pat Moriarty - yes Chair James moved to seal the minutes for five years, seconded by Vice-Chair Hazelton. Rich James - yes Paul Hazelton - yes Pat Moriarty - yes

8:28 P.M. **APPROVAL OF MINUTES:** The Select Board reviewed the Select Board Meeting minutes of March 30, 2023. Chair James moved to approve the Select Board Meeting minutes of March 30, 2023 as presented, seconded by Vice-Chair Hazelton. The vote was unanimous.

The Select Board reviewed the Select Board Meeting minutes of April 6, 2023 and made the following corrections: page 1, *Open Public Hearing*, first sentence – change “to expend” to “approving to expend”, and page 2, under *Newfound Lake Region Association – Water Quality Testing*, second sentence – insert “plans for a building” after “with”. Chair James moved to accept the Select Board Meeting minutes of April 6, 2023 as amended, seconded by Selectman Moriarty. The vote was unanimous.

The Select Board reviewed the Select Board Non-Public Session minutes of April 6, 2023 and made the following corrections: page 1, next to the last paragraph, last sentence – change “timelier” to “in a more timely manner” and page 2, top of page – change “you” to “him”. Vice-Chair Hazelton moved to approve the Select Board Non-Public Session minutes of April 6, 2023 as amended, seconded by Vice-Chair Hazelton. The vote was unanimous.

8:46 P.M. **MEETING ADJOURNED:** Chair James moved to adjourn the meeting at 8:46 p.m., seconded by Vice-Chair Hazelton. The vote was unanimous.

Respectfully submitted,

Karen Sanborn
Town Administrator