

TOWN OF HEBRON
SELECT BOARD MEETING MINUTES

August 3, 2023

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

OTHERS PRESENT: Travis Austin (Police Chief), Michelle Matthews

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

2:30 P.M. **PUBLIC HEARING – DETERMINE WHETHER TO RELEASE AND DISCHARGE THE “PUBLIC ROAD DEDICATION”:** Chair Hazelton opened the public hearing to determine whether to release and discharge the “public road dedication” through Tax Map 7 Lot 046.004A and Tax Map 7 Lot 046.004B located on George Road. Michelle Matthews approached the Select Board to review the map designating the boundary line adjustment proposed to Tax Map 7 Lot 046.004B to give the lot road frontage along the existing George Road. The lots were subdivided with the expectation that George Road would be relocated. The Select Board had agreed with Mrs. Matthews to split the costs for the boundary line adjustment. The total cost associated with the boundary line adjustment is \$1,500.00. Mrs. Matthews informed the Board that the proposed boundary line adjustment satisfied the request. Selectman James moved to authorize the release of the public road relocation between Tax Map 7 Lot 046.004A and Tax Map 7 Lot 046.004B, seconded by Vice-Chair Moriarty. The vote was unanimous. Mrs. Mathews signed the Consent to, and Limited Waiver of Damages Associated with, Release of Dedication of Public Way.

Chair Hazelton moved to close the public hearing at 2:43 p.m., seconded by Selectman James. The vote was unanimous.

2:44 P.M. **ACTION ITEMS:**

- The Select Board signed the **accounting manifests**.
- The Select Board signed the **Public Gathering Permit** for the Hebron Historical Society to hold an event at 41 North Shore Road on August 18, 2023.
- The Select Board signed the **updated Cash Receipt Policy**. Ms. Sanborn noted that the policy includes a reference to the Returned Check (ACH) Procedure as recommended by the Town Auditors.
- Ms. Sanborn informed the Board that the Historical Society requested to **move the town’s rented portable toilet to 41 North Shore Road for their event** since there are none available to rent. Selectman James moved to authorize the Historical Society to utilize the rented portable toilet during their event covering all associated costs, seconded by Selectman Hazelton. The vote was unanimous.
- Selectman James moved to **authorize Chair Hazelton to sign the request ~~to~~ from** Alison York, Administrative Assistant to process the check for Chief Moulton for completing the 2023 June Supervisors’ Academy through Primex, seconded by Vice-Chair Moriarty. The vote was unanimous.

2:50 P.M. **DISCUSSION:**

- The Select Board reviewed the **Select Board of Procedure** and made changes under Order of Business, E-Mail Communications, and Enacted Ordinances, Resolutions and Motions. The Board will sign the updated procedures at the next meeting.
- The Select Board reviewed the request from Pete Zampine (President, Beachwood Association) to **install speed bumps on Beachwood Road**. Chief Austin relayed his conversation with Mr. Zampine to the Board and noted that Beachwood Road speed limit was already posted as low as legally possible. Selectman James inquired about the town’s

liability if a car was damaged from the speed bump on a town road. Chair Hazelton moved to authorize Beachwood Association to purchase and install the speed bumps on Beachwood Road, provide a letter of indemnity from any liability from the town, and the association is to post proper signage warning of the speed bumps. The speed bumps may be installed no earlier than Memorial Day and shall be removed no later than Labor Day. Seconded by Vice-Chair Moriarty. The vote was unanimous.

- The Select Board reviewed the **quote from Jasmor Properties, LLC** to install a new wood shingle roof on the gazebo located on the Hebron Common. The Board compared the quote with two other quotes received for the project. The Select Board reviewed the 2023 Budget for funding for the project. Chair Hazelton moved to hire Jasmor Properties, LLC to repair the roof on the gazebo with funding for the project taken from authorized budget various sources, seconded by Vice-Chair Moriarty. The vote was unanimous.

3:10 P.M.

CORRESPONDENCE:

- **Notice of Hearing** – Historic District Commission – August 14, 2023
- **Grafton County New Hampshire – Fiscal year 2024 Budget**
- **Report from the Tax Collector**, Carol Bears – Collections Summary Year to Date for FY2024 - \$55,013.50 outstanding.

3:14 P.M.

ANY OTHER BUSINESS:

- Chair Hazelton updated the Board on the **teleconference with representatives from NH Department of Environmental Services, Representative Sellers, Rebecca Hanson (Newfound Lake Region Association), and Kent Brown (Brown Engineering) to discuss the project of dredging the mouth of the Cockermouth River.** Chair Hazelton stated that the call was discouraging as the support in moving forward with the project was not there due to environmental and lake level concerns. Vice-Chair Moriarty inquired which organization opposed the project. Chair Hazelton replied, NH DES. Chair Hazelton informed the Board that there may be another way to resolve the situation to protect the beach and that he would be meeting again with Mr. Brown to explore alternatives.
- Selectman James updated the Board on the **Fiber Optics Project** with Hub66 and noted that the telephone poles were finally getting replaced. Once this happens, the new fiber optic line can be strung.
- Vice-Chair Moriarty updated the Select Board on the **Planning Board Meeting.** The George Road boundary line adjustment was discussed, Lee and Octavia Mogil (North Shore Road) proposed three lot subdivision, Rebeca Hanson (Newfound Lake Region Association Executive Director) presented the site plan for the new building at Grey Rocks Conservation Area on North Shore Road, and discussion on the designated wetlands warrant article for 2024 Town Meeting.
- Ms. Sanborn relayed to the Board that she reviewed the Select Board files and Select Board Meeting minutes back to 2018 with regards to a **letter to the Library Trustees giving first right of refusal** for the old Town Clerk/Tax Collector Building and found nothing. The Board felt the Library Trustees would have to give the Board a copy of the letter in their files.

3:31 P.M.

NON-PUBLIC SESSION: Chair Hazelton moved to enter into nonpublic session pursuant to RSA 91A-3:II (a), seconded by Vice-Chair Moriarty. The vote was unanimous.

3:40 P.M.

OUT OF NON-PUBLIC SESSION: Selectman James moved to come out of non-public session, seconded by Vice-Chair Moriarty. The vote was unanimous.

3:40 P.M.

APPROVAL OF MINUTES: The Select Board reviewed the Select Board Meeting minutes of June 15, 2023 and made the following corrections: page 3, under *Emergency Management* -

Update - remove the fourth and fifth sentence. Selectman James moved to approve the Select Board Meeting minutes of June 15, 2023 as amended, seconded by Chair Hazelton. The vote was unanimous.

The Select Board reviewed the Select Board Meeting minutes of July 20, 2023 and made the following changes: page 1, *Present* – remove “Rich James” and insert “*Absent*” under “*Others Present*” – insert “Rich James”, page 1, under *Hebron Library-Future*, third sentence – remove “little” from in front of “buildings”, page 1, under *George Road Proposed Relocation Right of Way*, first sentence – replace “that” with “of which”, and page 2, under *Action Items*, sixth bullet – insert “of Energy” after “Granholtm Secretary”. Vice-Chair Moriarty moved to accept the Select Board Meeting minutes of July 20, 2023 as amended, seconded by Chair Hazelton. The vote was unanimous.

The Select Board reviewed the Select Board Meeting minutes of July 6, 2023 and made the following corrections: page 2, eighth bullet under *Action Items*, first sentence – replace “liability” with “payroll tax”. Selectman James moved to approve the Select Board Meeting minutes of July 6, 2023 as amended, seconded by Vice-Chair Moriarty. The vote was unanimous.

Vice-Chair Moriarty informed Selectman James of the work being performed by Audrey Johnson to research – **unbillable ambulance calls** and see if there is a way for Hebron to be reimbursed for the calls or could bill for the calls. Vice-Chair Moriarty noted that Ms. Johnson reported that the nonbillable ambulance calls are now more than 50% of the calls each month. Ms. Johnson has been given authority to work with Hebron representatives to propose legislation to enable billing by the ambulance services in New Hampshire for non-transport calls.

3:58 P.M. **MEETING ADJOURNED:** Chair Hazelton moved to adjourn the meeting at 3:58 p.m., seconded by Selectman James. The vote was unanimous.

Respectfully submitted,

Karen Sanborn
Town Administrator