

TOWN OF HEBRON
SELECT BOARD MEETING MNUTES

DECEMBER 7, 2023

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

OTHERS PRESENT: Jamie Moulton (Fire Chief)

2:30 P.M. **COMMENCE MEETING:** Chair Hazelton commenced the meeting at 2:30 P.M.

2:30 P.M. **PUBLIC HEARING TO EXPEND FUNDS FROM THE FIRE CAPITAL RESERVE FUND AND EMS CAPITAL RESERVE FUND:** Chair Hazelton opened the public hearing to expend funds from the Fire Capital Reserve Fund and EMS Capital Reserve Fund to purchase the new ambulance for the Fire Department. The Board discussed with Chief Moulton privately selling the ambulance before the town takes delivery of the new ambulance. Ms. Sanborn informed Chief Moulton that advertising on the New Hampshire Municipal Association website is included with the town's membership. With no further comments, Chair Hazelton closed the public hearing at 2:45 p.m.

2:45 P.M. **FIRE DEPARTMENT -UPDATE:** Chief Moulton discussed with the Board reorganization of the Fire Department use of the Public Safety Building, disposing of items in the Old Fire Station, and preparing for the 2024 Fire Department Budget. Ms. Sanborn discussed the IT proposal for a new laptop in the Fire Department. Selectman James moved to purchase the laptop computer conference room, seconded by Vice-Chair Moriarty. The vote was unanimous.

3:08 P.M. **ACTION ITEMS:**

- The Select Board signed the **accounting manifests**.
- The Select Board signed the **letter to the property owner** that disposed leaves in the town's ditch.
- The Select Board signed the **Yield Tax Warrant** in the amount of \$2,456.36 and the Certification of Yield Taxes Assessed for the NH Department of Revenue Administration.
- The Select Board signed the **2023 Tax Collector's Refunds** due to overpayments of 2023 second issue tax bill.
- The Select Board signed the **abatement request** for properties that were not correctly assessed in the first issue tax bill.
- The Select Board signed the **letter to the State of NH Department of Safety-Division of Motor Vehicles** authorizing Primex3 to obtain any necessary reports on behalf of the Town of Hebron.
- The Select Board signed the **Contract with Sanders Searches, LLC** for researching property titles and mortgages for the Tax Collector, Carol Bears.
- The Select Board signed the **Ground Rules and Confidentiality Agreement** for mediation with the State of NH Commission of Human Rights.

3:50 P.M. **DISCUSSION:**

- Ms. Sanborn informed the Board that David Jaques (8 George Road) is looking for a **letter from the Board releasing the Agreement signed in 2015** with regards to the possible relocation of George Road through property owned by Mr.

NOTE: Any changes to the minutes would be reflected in the next Select Board Meeting minutes.

Jaques. The Select Board agreed to relinquish the agreement that was signed by a past Select Board once all the agreed upon documents have been processed.

- Ms. Sanborn relayed to the Board that the **sales ratio for 2023 has gone down to 72.6** percent from 92.4 percent in 2022. There were 21 sales used in the report. Vice-Chair Moriarty inquired about the next time the town would be reassessed. Ms. Sanborn replied 2026. Ms. Sanborn informed the Board that she would ask the individual at Avitar Associates to see if there is one category over another where the assessed valuation is significantly lower to justify reassessing a specific type of property. The Board signed the 2023 Municipal Assessment Data Certificate.
- Ms. Sanborn shared with the Board **pictures provided by Donna Bryant (Beach Attendant)** supporting the incident that happened at the Hebron Memorial Beach at the end of the season. The Board felt a letter should be sent to the property owner stating that an apology shall be given to the Beach Attendant as the behavior was unacceptable or lose the privilege of a Hebron Memorial Beach permit in the future.
- Ms. Sanborn relayed to the Board that a **taxpayer in town would like to open a small bakery** in their house that deals mostly in online orders and payments. There would be times where some customers would like to come to the house to pick up their baked goods, but the homeowners' insurance frowns upon this. Would it be acceptable to meet the customer at the Hebron Common to deliver the baked goods. The Board felt that the property owner should meet with the Planning Board on a home business. The Board did not support delivering the goods to the customers on the Hebron Common.

3:35 P.M.

CORRESPONDENCE:

- **Monthly report from the Fire Department** on ambulance transports and assistance to patients at their homes.
- **Letter from NH Department of Transportation** – Special One Time Bridge Payment – In Accordance with House Bill 2 – a public hearing is required to accept the funds of \$10,554.30.

3:40 P.M.

NON-PUBLIC SESSION: Selectman James moved to enter into non-public session pursuant to RSA 91-A:3, I to perform a job interview, seconded by Vice-Chair Moriarty. Paul Hazelton - yes Pat Moriarty -yes Rich James - yes

3:52 P.M.

OUT OF NON-PUBLIC SESSION: Selectman James moved to come out of non-public session, seconded by Vice-Chair Moriarty. Paul Hazelton - yes Pat Moriarty - yes Rich James - yes

Selectman James moved to hire Arin Lucarelli as the Deputy Emergency Management Director to transition toward the leadership position of Emergency Management Director, seconded by Vice-Chair Moriarty. The vote was unanimous.

3:55 P.M.

ANY OTHER BUSINESS:

- Vice-Chair Moriarty reported to the Board on the **Bridgewater-Hebron-Groton Steering Committee** is moving forward communicating with the Plymouth School District, obtaining the figures for operating a school district, and working out the administrative portion of the potential new district.

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- Vice-Chair Moriarty reported to the Board on the **Planning Board Meeting** that accepted an application for a subdivision on property located on North Shore Road. Vice-Chair Moriarty asked Ms. Sanborn to inquire about final reports from the State of NH Department of Environmental Services that the environmental issues had been resolved. Ms. Sanborn replied that there was nothing submitted to the town in writing closing out the violations.
- Selectman James reported on the two cases that were pending on adequate education funding and the rulings by the court - **Rand vs. NH and Con-val vs. NH** that deal with education funding with the potential of Donor Towns (one being Hebron) coming back in 2024. It is anticipated that the State of NH would be filing an appeal for a motion to stay.
- Selectman James reported to the Board on the **progress of the Fiber Optics project**. Selectman James relayed to the Board that Hub66 informed him of an IT company that was familiar with Fiber Optics connections to obtain another estimate for converting to fiber optics.

4:08 P.M. **APPROVAL OF THE MINUTES:** The Select Board reviewed the Select Board Meeting minutes of November 16, 2023 and made the following corrections: page 1, under *Emergency Management Director Salary*, first sentence to clarify as follows: “Mr. Fischer informed the Board that the pay for the EMD position comes from the Fire Department Budget unbeknownst to the new Fire Chief.. There are funds in the Emergency Management account line that could be used for the salary for this position.”, page 2, add a sentence at the end of *New Ambulance – Final Price* to read “The Select Board would discuss this with the Trustees of Trust Funds as they oversee the expenditures from the capital reserve funds.” Selectman James moved to accept the Select Board Meeting minutes of November 16, 2023 as amended, seconded by Vice-Chair Moriarty. The vote was unanimous.

The Select Board reviewed the Select Board Non-Public Session minutes of November 16, 2023. Selectman James moved to approve the Select Board Non-Public Session minutes of November 16, 2023 as presented, seconded by Vice-Chair Moriarty. The vote was unanimous.

The Select Board reviewed the Select Board Meeting minutes of November 20, 2023. Selectman James moved to approve the Select Board Meeting minutes of November 20, 2023, seconded by Vice-Chair Moriarty. The vote was unanimous.

The Select Board reviewed the Select Board Non-Public Session minutes of November 20, 2023. Selectman James moved to approve the Select Board Meeting minutes of November 20, 2023 as presented, seconded by Vice-Chair Moriarty. The vote was unanimous.

4:15 P.M. **MEETING ADJOURNED:** Selectman James moved to adjourn the meeting at 4:15 p.m., seconded by Vice-Chair Moriarty. The vote was unanimous.

Respectfully submitted,

Karen Sanborn
Town Administrator

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