

TOWN OF HEBRON
SELECT BOARD MEETING MINUTES
NOVEMBER 16, 2023

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

OTHERS PRESENT: John Fischer (Emergency Management Director), Maynard Young (Fire Department Engineer), Rebecca Hanson (Newfound Lake Region Association, Director)

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

2:30 P.M. **DECEMBER 24-26, 2022 EMERGENCY DECLARATION UPDATE:** John Fischer approached the Select Board to give an update on the status of completed projects and that the Braley Road mitigation proposal is not possible due to estimated costs. Mr. Fischer and the Board discussed options for addressing the Braley Road washout issues. Chair Hazelton felt that if washout area was not addressed on Braley Road history will continue to repeat itself with ongoing washouts and repairs. Mr. Fischer noted that the next level of mitigation requires an engineered plan with possible reimbursement for the project. Selectman James moved to hire an engineer to prepare a plan to find a long-term solution to the Braley Road washouts, seconded by Vice-Chair Moriarty. The vote was unanimous.

DEPUTY EMERGENCY MANAGEMENT DIRECTOR CANDIDATE: Mr. Fischer informed the Board that he had an individual interested in the position and handed the Board the individual's resume. Chair Hazelton felt that the Board could perform an interview at the next Select Board meeting.

EMERGENCY MANAGEMENT DIRECTOR SALARY: Mr. Fischer informed the Board that the pay for the EMD position comes from the Fire Department Budget ~~unbeknownst to which~~ the new Fire Chief ~~was not aware of this~~. There are funds in the Emergency Management account line that could be used for the salary for this position. The Board agreed that the pay should continue to come out of the Fire Department Budget until the new budget cycle.

2:45 P.M. **NEWFOUND LAKE REGION ASSOCIATION – SUPPORT FOR PROJECT:** Rebecca Hanson approached the Select Board looking for support for the new building to be constructed on the Grey Rocks Conservation property located in Hebron. Mrs. Hanson informed the Board that NLRA is applying for the Community Center Grant through Community Development Finance Authority and is looking for a letter of support from the Board. The application is due by November 30, 2023 and a letter of support would need to be submitted before then. The NLRA has 1.5 million saved for the project with hopes of being awarded \$500,000 from the grant. Chair Hazelton made Mrs. Hanson aware that the flood plain area had changed and to make sure the building location was still located out of the flood plain. Mrs. Hanson was not aware of this change and thanked Chair Hazelton for bringing this to her attention.

PAYMENT IN LIEU OF TAXES: Mrs. Hanson discussed with the Board the current Payment In Lieu of Taxes Agreement and if changes would be made in the upcoming year. The Board felt the agreement in place was sufficient. Vice-Chair Moriarty stated that NLRA could continue volunteering to assist the Conservation Commission with trail projects. Mrs. Hanson stated that NLRA would continue to perform the beach bacteria testing as well in the upcoming year.

PROPOSED DREDGING – COCKERMOUTH RIVER ENTRANCE TO NEWFOUND LAKE: Mrs. Hanson inquired about the status of the dredging project. Chair Hazelton replied that he had not heard back from the State of NH Department of Environmental Services about

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moving forward with dredging project and there is little support. Mrs. Hanson felt that the lake level has helped with reducing the amount of silt being brought out into the lake.

3:05 P.M.

NEW AMBULANCE – FINAL PRICE: Maynard Young approached the Select Board to present the final price for the new ambulance of \$360,000.00. Mr. Young reported to the Board that the increase in price was the result of an increase in parts and the overall build of the ambulance. The original price in May of 2022 quoted was \$291,000 with the delivery date of 2024. Ms. Sanborn reported to the Board and Mr. Young that the EMS Capital Reserve Fund had a balance of \$310,246.00. The Board had concerns with purchasing the ambulance without the total amount in the EMS Capital Reserve Funds. Mr. Young reported that the anticipated delivery date of the new ambulance would be December 2023 otherwise it would be two years out. Ms. Sanborn informed the Board that she would contact NH Department of Revenue Administration about emergency expenditures. Ms. Sanborn relayed to the Board the summary on the establishment of the Fire Capital Reserve Fund but did not have the town meeting minutes. Ms. Sanborn informed the Board that she would obtain the original town meeting minutes for creating the Fire Capital Reserve Fund to see if some funds could be withdrawn from this account as well. A public hearing would take place before any funds were withdrawn from either capital reserve fund. Selectman James moved to authorize Chair Hazelton to sign the contract for the purchase of the new ambulance contingent on the ability to use the Fire Capital Reserve Fund as well as the EMS Capital Reserve Fund, seconded by Vice-Chair Moriarty. The vote was unanimous. Ms. Sanborn informed the Board that this could take place when the 2023 Tax Warrant would be signed next week. The Select Board would discuss this with the Trustees of Trust Funds as they oversee the expenditures from the capital reserve funds.

3:40 P.M.

ACTION ITEMS:

- The Select Board signed the **accounting manifests**.

3:41 P.M.

LEASE/PURCHASE AGREEMENT – NEW AMBULANCE: Mr. Young contacted the company that the Fire Department is purchasing the ambulance from about financing the ambulance. Mark Zaslavsky (President of Tax-Exempt Leasing Company) discussed the options with the Board with regards to a 7-year lease or a 5-year lease and the interest rate for each. The penalty for an early payoff would be 2%. Ms. Sanborn would check with the NH Department of Revenue Administration about the Board's authority to sign a lease agreement.

2023 TAX RATE: The Select Board reviewed the 2023 Tax Rate breakdown as prepared by NH Department of Revenue Administration. Ms. Sanborn informed the Board that NH DRA recommends retaining at least 10% Fund Balance and Hebron currently has 21.49% retained. Selectman James moved to utilize \$161,765 of fund balance to reduce the town portion of the 2023 tax rate and the overall total rate to be \$6.57, seconded by Vice-Chair Moriarty. The vote was unanimous.

HEBRON HISTORICAL SOCIETY – USE OF EMPY STORAGE CAGE: Ms. Sanborn relayed to the Board the request from the Hebron Historical Society to use the empty Gazebo Program storage cage at the Old Fire Station. The Board agreed to allow the empty storage cage to be used by the Hebron Historical Society.

HB 349 – INFORMATIONAL BROCHURE: The Board reviewed the brochure to send to Hebron taxpayers regarding the proposal to withdraw from the Newfound Area School District because of HB 349. Vice-Chair Moriarty suggested utilizing information from the handout prepared by Erick Piper (Bridgewater Representative on the Bridgewater-Hebron-Groton Steering Committee) or to send out the document as well. Selectman James handed Ms. Sanborn edits to the brochure.

4:00 P.M.

CORRESPONDENCE:

- **Picture shared by the Sycamores** of the Academy Building during the Hurricane of 1938.

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- State of NH Department of Transportation – **One Time Highway Payment** – in accordance with HB 2
- **Newfound Area School District** – SB2 Meeting Dates and Deadlines.

3:12 P.M.

ANY OTHER BUSINESS:

- Chair Hazelton informed the Board of a conversation that he had with Ben Hall, Highway Supervisor regarding **property owners filling the town ditches with leaves from fall clean up**. The Board agreed to include an article in the town newsletter and to send a letter to the property owner.
- Selectman James informed the Board that **Hub66 would be running the fiber optic cable within the next week**.
- Vice-Chair Moriarty updated the Board on the **Annual Meeting of Grafton County Regional Development** that discussed grants, loans, and assistance to small business.
- Vice-Chair Moriarty updated the Board on the **Bridgewater-Hebron-Groton Steering Committee Meeting**.
- **The George Road potholes** should be addressed before winter, which Ms. Sanborn would relay to Ben Hall, Highway Supervisor.
- Vice-Chair Moriarty noted that the Planning Board was in the process of updating their site plan review to address the **updates to the flood plain map changes**. Ms. Sanborn informed the Board that the first meeting in January, the Select Board would be adopting the resolution for the flood plain changes.
- Vice-Chair Moriarty asked Ms. Sanborn to send a **reminder to the department heads about preparing their budgets** for the upcoming year.

4:25 P.M.

APPROVAL OF MINUTES: The Select Board reviewed the Select Board Meeting minutes of November 2, 2023 and made the following corrections: page 1, under *Fiber Optics Project*, fourth sentence – remove “opening” and remove “up to the public” - insert “informing the public of” after “about” and insert “being offered.”, page 1, under *Discussion*, second bullet, first sentence – change “359” to “349”, page 2, under Correspondence, first bullet – insert actual dates, page 2, under *Any Other Business*, first bullet – insert “current” after “this” and insert “with appointment of the new Select Board Chair” after “annually”, and page 2, under *Any Other Business*, fourth bullet, second sentence – replace “agreed” with “taken the stance”. Selectman James moved to approve the Select Board Meeting minutes of November 2, 2023 as amended, seconded by Vice-Chair Moriarty. The vote was unanimous.

4:30 P.M.

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

4:44 P.M.

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

4:45 P.M.

MEETING ADJOURNED: Selectman James moved to adjourn the meeting at 4:45 p.m., seconded by Chair Hazelton. The vote was unanimous.

Respectfully submitted,

Karen Sanborn
Town Administrator

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