

TOWN OF HEBRON
SELECT BOARD MEETING MINUTES
APRIL 1, 2021

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

OTHERS PRESENT: Kerry Connor and Evan Roberge (Avitar Associates of New England, Inc. representatives), Tracey Steenbergen (Town Clerk)

7:00 P.M. **OPENED MEETING:** Chair Hazelton commenced the meeting.

7:00 P.M. **TOWNWIDE PROPERTY ASSESSMENTS UPDATE:** Kerry Connor and Evan Roberge approached the Select Board to review the process of the town-wide property assessments update. Mr. Connor explained to the Board that the town was required to recalculate the property values once every 5 years to bring the values closer to the current market value. Property values would be effective as of April 1, 2021. Mr. Roberge informed the Board that the sales in town from the past year would be used to base the valuations of the updated assessments. Mr. Connor noted that they have already visited every property in town as this is done by visiting a percentage of properties in town over the past five years. Mr. Roberge informed the Board that the estimated completion date of the project is October 1, 2021 requiring the town to file an extension on the MS-1 form with NH Department of Revenue Administration. Vice-Chair Moriarty inquired when the new assessments would be reflected on the tax bill. Mr. Roberge replied on the December tax bill. Mr. Roberge explained to the Board that the sales of properties used for performing the analysis shall be Hebron sales and if there were not enough sales within the past year, they would use sales from the past two years. Selectman James inquired about property values increasing. Mr. Roberge replied that, based on the type of property, the sales prices vary as a full analysis had not been performed at this time. Vice-Chair Moriarty inquired about the next meeting with them. Mr. Roberge replied that it would be when the update manual was prepared. The Board thanked Mr. Connor and Mr. Roberge for the information and look forward to the next meeting.

7:15 P.M. **ACTION ITEMS:**

- The Select Board signed the **accounting manifest**.
- Selectman James moved to authorize Chair Hazelton to sign the **Carefree Water Treatment Service Plan** with Culligan Central of New Hampshire for the Public Safety Building, seconded by Vice-Chair Moriarty. The vote was unanimous.
- Ms. Sanborn relayed to the Board that the Conservation Commission recommended **Paul Connor to be appointed as a member**. Selectman James moved to appoint Paul Connor as a member of the Conservation Commission to complete the term of Bruce Barnard, seconded by Vice-Chair Moriarty. The vote was unanimous.
- The Board signed the application for a **Veteran's Tax Credit** as approved by a representative from Avitar Associates of New England, Inc.

7:22 P.M. **DISCUSSION:**

- Ms. Sanborn discussed with the Board the projects that are currently taking place in town and recommended each Board member be appointed the **main contact person for specific projects**. Chair Hazelton moved to appoint Selectman James as the contact person for the phone system project, seconded by Vice-Chair Moriarty. The vote was unanimous. Selectman James is already the contact person for the

Coalition Communities 2.0. Vice-Chair Moriarty offered to be the contact person for the fiber optics project with the Town of Bristol and the review being performed by Municipal Resources, Inc. Chair Hazelton agreed to be the contact person for the survey of the town roads with Lakes Region Planning Commission.

- The Board discussed the recent notification from the New Hampshire Municipal Association regarding **House Bills of concern to towns and cities in New Hampshire**. Chair Hazelton stated that he would review further and consider speaking with the representatives for Hebron and Senator for Hebron.

7:27 P.M. **CORRESPONDENCE:**

- **Invitation from Lakes Region Community Developers** - 2nd Annual Housing and Economy Snapshot
- **Town of Enfield Zoning Board of Adjustment** - Public Hearing - proposed construction of a wireless tower
- **Contract from Northstar Fireworks** - Gazebo Committee program - Ms. Sanborn noted that the location could be subject to change due to the recent sale of 41 North Shore Road as the previous owners had given permission to use their property for setting off the fireworks.

7:30 P.M. **ANY OTHER BUSINESS:**

- Chair Hazelton informed the Board that the Lakes Region Planning Commission had sent the **contract for the project of preparing a survey of the town roads (ex.: pavement, dirt, length of road, etc...)** and **providing recommendations for infrastructure improvements**. Chair Hazelton reported to the Board that Ben Hall, Highway Supervisor, had spoken with the Town of New Hampton's Highway Supervisor about their experience and they were satisfied with the results. Selectman James moved to authorize Chair Hazelton to sign the contract with Lakes Region Planning Commission, seconded by Vice-Chair Moriarty. The vote was unanimous.
- Chair Hazelton asked Vice-Chair Moriarty to **Chair the upcoming meetings** in his place.
- The Board asked Ms. Sanborn to **draft a letter to Bruce Barnard** for many years of service on the Conservation Commission.
- Vice-Chair Moriarty reported to the Board on **the Planning Board Meeting**. Vice-Chair Moriarty informed the Board that the Planning Board discussed assigning another committee to closely study the proposal of a Solar Ordinance. The Board felt that this was part of the Planning Board's duties to amend ordinances. Chair Hazelton expressed concerns that the meetings and topics of discussion should be publicized more than in the past. Selectman James encourages the Planning Board to put a write-up in the town newsletter looking for more input from the community. The individuals on the committees are volunteers and would appreciate input and support from the community.
- Ms. Sanborn asked the Board to review the **Beach Attendant job description before the beach season arrives**. Chair Hazelton stated that it is important to ensure that people from town understand the Hebron Memorial Beach was a private beach for residents and taxpayers. Vice-Chair Moriarty stated that the Beach Attendant does an excellent job of monitoring vehicles without Hebron Beach Permits and if there are any issues the Hebron Police Department is notified.
- Ms. Sanborn informed the Board that Alan Baker (Beach Committee member) had been researching **companies that would be qualified for dredging the town beach**.

- Ms. Sanborn discussed with the Board **moving the propane tank** that was buried at the Town Office Building to the Highway Garage for storage.
- Chair Hazelton updated the Board on the **reorganization meeting of the Historic District Commission** that would be held on Monday, April 5, 2021. Tracey Steenbergen (Town Clerk) noted that she would be at the meeting to swear in the new members. Mrs. Steenbergen relayed to Chair Hazelton that it is important to clarify the terms of each new member as the future reappointments need to be staggered in years.
- Selectman James updated the Board on the **legislative changes with education funding**.
- Ms. Sanborn informed the Board that she had been working with Ivan Quinchia about a **future meeting with a Fujitsu representative to review the heat pump system installed** at the Town Office Building. Ms. Sanborn noted that Total Climate Control (installers of the system) did not have the model numbers and serial numbers of the units readily available, but when the next service is done the technicians could access each unit and provide the numbers. Ms. Sanborn commented that this was scheduled for June. The Board discussed the overall results of the work performed by Conneston Construction Inc. and asked Ms. Sanborn to note deficiencies.
- Selectman James reported to the Board that James and Gillian Van Schaick are willing to **volunteer in the community** and to keep them in mind when filling vacancies on committees/boards/commissions.

8:12 P.M. **APPROVAL OF MINUTES:** The Select Board reviewed the Select Board Meeting minutes of March 18, 2021. Chair Hazelton moved to approve the Select Board Meeting minutes of March 18, 2021 as written, seconded by Selectman James. The vote was unanimous.

The Select Board reviewed the Select Board Non-Public Session minutes of March 18, 2021. Selectman James moved to approve the Select Board Non-Public Session minutes of March 18, 2021 as written, seconded by Chair Hazelton. The vote was unanimous.

The Select Board discussed preparing a write-up for the **May newsletter about all of the summer camps opening this summer** thanks to changes to the guidelines.

8:17 P.M. **MEETING ADJOURNED:** Selectman James moved to adjourn the meeting at 8:17 p.m., seconded by Vice-Chair Moriarty. The vote was unanimous.

Respectfully submitted,

Karen Sanborn
Town Administrator