

TOWN OF HEBRON
SELECT BOARD MEETING MINUTES
SEPTEMBER 16, 2021

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

OTHERS PRESENT:

ABSENT: Rich James

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

7:00 P.M. **NON-PUBLIC SESSION:** Chair Moriarty moved to enter into non-public session pursuant to RSA 91-A:3, seconded by Vice-Chair James. Pat Moriarty - yes Paul Hazelton - yes

7:23 P.M. **OUT OF NON-PUBLIC SESSION:** Selectman Hazelton moved to come out of non-public session, seconded by Chair Moriarty. The vote was unanimous. Pat Moriarty - yes Paul Hazelton - yes The motion passed. Vice-Chair James moved to seal the minutes for five years, seconded by Selectman Hazelton. Pat Moriarty - yes Paul Hazelton - yes The motion passed.

7:24 P.M. **ACTION ITEMS:**

- The Select Board signed the **accounting manifest**.
- The Select Board discussed the **private driveway snow plow fees for the 2021-2022 Season**. Ms. Sanborn reported that there is \$59,000 in the Snow Plow Account at this time and last year at this time there was just over \$60,000 in the account. Chair Moriarty asked Ms. Sanborn what customers should know to limit the amount of complaints into the office. Ms. Sanborn replied that the people choosing to opt into the program should realize that the level of service is not the same as hiring a private contractor and their driveway may not get plowed until very late in the day or early evening. The Board felt this should be reiterated into the letter mailed to people looking to sign up for the program as the Snow Plowing Guidelines document was included with the letters. Selectman Hazelton moved to keep the Snow Plow Fees for 2021-2022 the same as last year, seconded by Chair Moriarty. The vote was unanimous.

7:28 P.M. **PUBLIC HEARING – ACCEPT LOCAL FISCAL RECOVERY FUNDS:** Chair Moriarty opened the Public Hearing. Ms. Sanborn informed the Board that the first check had been received in the amount of \$32,820.20. The second payment will be for the same amount. Chair Moriarty moved to accept the first check from the American Rescue Plan Act of 2021, seconded by Selectman Hazelton. The vote was unanimous. With no further comments or discussion, Chair Moriarty closed the Public Hearing. The Select Board discussed placing the funds in a separate account as the funds will be available until 2026.

7:32 P.M. **ACTION ITEMS (continued):**

- The Select Board signed a **Notice of Intent to Cut Wood** for Karen Sanborn for harvesting timber from 76 Groton Road (Tax Map 17 Lot 039).
- Chair Moriarty informed Selectman Hazelton that he was **awaiting clarification on the grant** with Northern Border Regional Commission before signing the document.
- The Select Board signed the **updated Personnel Policies and Procedures Manual** with the update of Juneteenth to the observed holidays.

7:40 P.M. **DISCUSSION:**

- Ms. Sanborn informed the Board that the Hardy Country Snowmobile Club was requesting to **use the Hebron Common for a fundraiser** for the snowmobile club to park a truck that would be collecting clothing, shoes, blankets, etc.... on Saturday, October 2, 2021 and Sunday, October 3, 2021. Chair Moriarty noted that the Town Clerk's Office was open on Saturdays and the

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truck should not disrupt customers from being able to access the parking lot for these services. The Select Board signed the Public Gathering Permit for the Hardy Country Snowmobile Club for their fundraiser to be held on the Hebron Common. Ms. Sanborn will inform the club that the Town Office Building was open on Saturday and this event could not interfere with the office operations.

7:43 P.M.

CORRESPONDENCE:

- **The Bridgewater-Hebron Village District – audit report** of the fiscal year ending December 31, 2020.

7:44 P.M.

ANY OTHER BUSINESS:

- Selectman Hazelton reported to Chair Moriarty that the Historic District Commission was exploring **screening solutions to hide the generator and the propane domes** on the Hebron Common. The solution was a small stone wall around the generator with lilac bushes. The Historic District Commission discussed moving the forsythia bushes onto the Hebron Common from the rear boundary and replacing the bushes with rhododendron bushes. Selectman Hazelton reported that Mark Braley (Northern Property Improvement) has submitted an estimate for purchasing the plants and an estimate for Kuplin Land Services (Casey Kuplin) to place the bushes. Chair Moriarty moved to approve and not to exceed \$2,000 for beautification of the town common and Town Office Building screening the generator and propane tanks, seconded by Selectman Hazleton. The vote was unanimous.
- Chair Moriarty reviewed with Selectman Hazelton the **status of the work performed by Brian Duggan (Municipal Resources, Inc.)**.
- Chair Moriarty informed Selectman Hazelton that **Total Climate Control (installers of the HVAC system at the Town Office Building) requested a waiver** before the two new Fujitsu replacement units could be delivered and installed. The Board discussed the limited timeframe before the building needs to be heated and how soon the units should be installed. Chair Moriarty informed Selectman Hazelton that he would discuss this with Bryant Lehr (Conneston Construction, Inc.).
- Ms. Sanborn updated the Board on the **work that had been performed by John Poulos (General Maintenance)** and that he had inquired about purchasing some supplies to keep at the Town Office Building. The Board asked Ms. Sanborn to invite him to the next Select Board Meeting to discuss this further.
- Ms. Sanborn informed the Board that **Rebecca Hanson (Newfound Lake Region Association Executive Director) was scheduled for the October 7, 2021 Select Board Meeting**.

8:12 P.M.

APPROVAL OF MINUTES: The Select Board reviewed the Select Board Meeting minutes of September 2, 2021 and made the following corrections: page 2, second bullet, third sentence – remove “price”, page 2, under *Discussion*, first sentence – replace “relayed to” with “asked”, insert “in now that” after “Board”, replace “does the” with “would the”, and page 2, third bullet, last sentence under Any Other Business – replace “designate” with “establish”. Selectman Hazelton moved to accept the September 2, 2021 Select Board Meeting minutes as amended, seconded by Chair Moriarty. The vote was unanimous.

8:15 P.M.

MEETING ADJOURNED: Chair Moriarty moved to adjourn the meeting at 8:15 p.m., seconded by Selectman Hazelton. The vote was unanimous.

Respectfully submitted,

Karen Sanborn
Town Administrator

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