

TOWN OF HEBRON
SELECT BOARD MEETING MINUTES
NOVEMBER 4, 2021

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

OTHERS PRESENT:

- 6:50 P.M. **NON-PUBLIC SESSION:** Chair Moriarty moved to enter into non-public session pursuant to RSA 91-A:3(b), seconded by Vice-Chair James. Pat Moriarty - yes Rich James - yes Paul Hazelton - yes The motion passed.
- 7:05 P.M. **OUT OF NON-PUBLIC SESSION:** Vice-Chair James moved to come out of non-public session, seconded by Selectman Hazelton. Pat Moriarty - yes Rich James - 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 Rich James - yes Paul Hazelton - yes The motion passed.
- 7:10 P.M. **NON-PUBLIC SESSION:** Chair Moriarty moved to enter into non-public session pursuant to RSA 91-A:3(c), seconded by Vice-Chair James. Pat Moriarty - yes Rich James - yes Paul Hazelton - yes The motion passed.
- 7:18 P.M. **OUT OF NON-PUBLIC SESSION:** Vice-Chair James moved to come out of non-public session, seconded by Selectman Hazelton. Pat Moriarty - yes Rich James - 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 Rich James - yes Paul Hazelton - yes The motion passed.
- 7:18 P.M. **OPENED PUBLIC MEETING:** Chair Moriarty commenced the meeting.
- 7:20 P.M. **ACTION ITEMS:**
- The Select Board signed the **accounting manifest**.
 - Vice-Chair James moved to authorize Chair Moriarty to sign on behalf of the **Board the Financial Internal Policies checklist** for the 2022 Volunteer Fire Assistance Funds grant, seconded by Selectman Hazelton. The vote was unanimous.
 - The Select Board signed the **2021 Equalization Municipal Assessment Data Certificate**.
 - The Select Board signed the **letter to the department heads** regarding responding to taxpayers and residents to address their concerns within a reasonable amount of time.
 - The Select Board signed the necessary **paperwork with Union Bank to open an account** specifically for the grant funds to install fiber optic internet in Hebron.
- 7:37 P.M. **DISCUSSION:**
- The Select Board reviewed a **letter from a resident's son** regarding the Highway Department removing a tree from the road which the property owner would like returned. The Board discussed the best way to handle the situation and agreed to speak with Ben Hall, Highway Supervisor about this matter.
 - Ms. Sanborn informed the Board that a **property owner requested that the Board consider placing a warrant on for May Town Meeting** to address offering a solar tax credit. The Board asked Ms. Sanborn to contact Avitar Associates of New England, Inc. to review solar tax credit exemptions and whether this would have to be addressed by the May Town Meeting.
 - Ms. Sanborn reported to the Board that the Hebron Historical Society requested access to the **restroom facilities on November 11, 2021 for the Veteran's Day Ceremony**. The Board agreed to opening the building during the time of the ceremony.
- 7:43 P.M. **CORRESPONDENCE:**
- **Letter from Newfound Lake Region Association** – Thank You for the contribution of \$2,000 from the town.
- 7:45 P.M. **ANY OTHER BUSINESS:**
- Chair Moriarty informed the Board that NH Fish and Game contacted Suzanne Smith (Conservation Commission member) regarding **a tree stand that was set up in the Hebron Town Forest** ~~which~~ and turnips had been planted ~~directly~~ below the stand. Chair Moriarty noted that this was being investigated by NH Fish and Game as Ms. Smith was not aware of the owner of the tree stand.

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

- Selectman Hazelton informed the Board that Alan Baker (Beach Committee member), Kent Brown (Brown Engineering), and himself met at the Hebron Memorial Beach to review the work involved in preparing the necessary paperwork for **dredging the mouth of the Cockermouth River**. Mr. Brown collected the necessary information to submit an estimate for completing the permit application.
- Selectman Hazelton relayed to the Board the **vacant position of Hebron's representative to the Lakes Region Planning Commission**. Selectman Hazelton informed the Board that he was willing to fill the position.
- Selectman Hazelton discussed with the Board **the tree located on the Hebron Common that had split in the center**. The Board agreed to have the tree removed and discussed who to hire for the job.
- Vice-Chair James and the Board discussed a response **letter to NH Department of Environmental Services regarding a potential violation**. The Board reviewed the email from Doug McLane regarding the issue of stones being placed in the lake at the Hebron Memorial Beach.
- Chair Moriarty updated Selectman Hazelton on **the meeting with Bryant Lehr (Conneston Construction, Inc.) and two HVAC company owners** that install heat pump units. This meeting was to address the two heat pump units that are not working at the Hebron Town Office Building.
- Selectman James discussed with the Board **notifying the abutters to the property that the town was trying to acquire (15'x30' strip)** – part of the Hebron Memorial Library building to the Sycamore's boundary.
- The Board agreed that the **next department head meeting should be closer to January** as the budget process will be starting.
- Ms. Sanborn discussed with the Board the **issue of a full tank of #2 heating oil at the Old Storage Building located at 10 Groton Road**. This tank is underground and there is no way to determine the length of time the #2 Fuel has been in the tank. Ms. Sanborn informed the Board that Spencer Brothers would be able to pump the fuel out for \$600. The fuel could be then put in the tank at the Public Safety Building, but the tanks were filled recently. The Board asked Ms. Sanborn to contact Pemi Fuels in order to determine the amount of fuel used to heat the Public Safety Building and have the tank pumped at that time. Once the tank is empty, the tank should be capped to prevent it from being accidentally filled in the future.

8:22 P.M. **APPROVAL OF MINUTES:** The Select Board reviewed the Select Board Meeting minutes of October 21, 2021 and made the following correction: page 1, last bullet, under Discussion, last sentence – reword the last sentence to read “The Conservation Commission discussed the 15’ x 30’ parcel of land that the Town of Hebron was trying to acquire due to an error in a deed transfer. The land is located partially under the Library building extending to the Sycamore’s boundary.”. Vice-Chair James moved to accept the October 21, 2021 Select Board Meeting minutes as amended, seconded by Selectman Hazelton. The vote was unanimous.

8:25 P.M. **MEETING ADJOURNED:** Vice-Chair James moved to adjourn the meeting at 8:25 p.m., seconded by Selectman Hazelton. The vote was unanimous.

Respectfully submitted,

Karen Sanborn
Town Administrator

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