

TOWN OF HEBRON
SELECT BOARD MEETING TO REVIEW 2019/2020 BUDGETS
FEBRUARY 13, 2019

PRESENT: Pat Moriarty, John Dunklee, Paul Hazelton, and Town Administrator, Karen Corliss

OTHERS PRESENT: Alison York (Administrative Assistant), Roger Larochelle (Planning Board Chair), Ben Hall (Highway Supervisor), Tracey Steenbergen (Town Clerk), Martha Twombly (Conservation Commission Co-Chair) ~~Cindy Newton (Beach Committee Chair)~~, Everett Begor and John LaCarte (Gazebo Committee Members), Doug Merrill (Cemetery Sexton)

6:00 P.M. **ADA COMPLIANCE REPORT:** The Board reviewed the ADA Compliance Report on the Town Clerk/Tax Collector and Library Buildings as prepared by Craig LaCroix (engineer with Berard-Martel). Vice-Chair Dunklee moved to forward the report on ADA Compliance to the attorneys, seconded by Selectman Hazelton. The vote was unanimous.

6:08 P.M. **2019/2020 HIGHWAY DEPARTMENT BUDGET:** Ben Hall approached the Select Board to present the 2019/2020 Highway Department Budget. Mr. Hall informed the Board that the culvert work on George Road and Pike Hill Road would be on the schedule as the Newfound Lake Region Association has grant monies available for the projects. Chair Moriarty noted that the monies available would be for materials only and the labor and equipment for the installation would come from the Highway Department Budget. Mr. Hall discussed two road projects – 1. To finish paving most problematic section of George Road and 2. Paving on Indian Point Road. Vice-Chair Dunklee stated that George Road should be the priority as it is a through road if North Shore Road was impassible. Mr. Hall proposed changing out the tri axle dump truck within the next couple of years to a six wheeler which could also be utilized for plowing town roads in the winter. Selectman Hazelton discussed the proposition from the Transportation Advisory Committee the offer of utilizing glass as a base on a couple culverts in town. Mr. Hall would like to hear from other towns about their experience with this product before testing it on culverts in town. Selectman Hazelton suggested contacting the Town of New London as they had utilized this product on some of their culverts.

6:25 P.M. **PLANNING BOARD 2019/2020 BUDGET:** Roger Larochelle approached the Select Board to present the Planning Board 2019/2020 Budget. Mr. Larochelle informed the Board that there were no changes as there had not been a lot of meetings this past year and no subdivisions proposed at this time.

MAY TOWN MEETING: Chair Moriarty informed Mr. Larochelle that Town Elections were scheduled for May 14, 2019 and the Board would like to hold town meeting on the same day. Tracey Steenbergen felt that town meeting should be held on a different day than the Town Elections as it makes for a very long day for some. Chair Moriarty would like to limit additional travel for the voters and thought that

the turnout would be better if they both were on the same day. Mr. Larochelle suggested that town meeting be held on another evening vs. a Saturday. Mrs. Steenbergen would prefer it broken out into two days.

6:33 P.M. **TOWN CLERK 2019/2020 BUDGET:** Tracey Steenbergen approached the Board to present the 2019/2020 Town Clerk Budget. Mrs. Steenbergen noted that the only addition to the budget was for the Newfound Area School District elections which the town would be reimbursed for the expense.

Mrs. Steenbergen discussed establishing a capital reserve fund for town record preservation and suggested putting \$5,000 into the fund.

Mrs. Steenbergen would like to plan for an additional fire proof file cabinet as the safe had limited space, but this could wait until everyone has moved into the renovated Academy Building to see what would be necessary.

Mrs. Steenbergen informed the Board that she was interested in purchasing a Town Clerk software program where support and training would be provided and move away from the in house adapted excel spreadsheets to track various transactions.

6:44 P.M. **CONSERVATION COMMISSION 2019/2020 BUDGET:** Martha Twombly approached the Select Board to present the 2019/2020 Conservation Commission Budget. Ms. Twombly informed the Board that the commission had received many comments on the trail maps and would like to produce more adding additional improved trails in the Hebron Town Forest. Ms. Twombly reported that the Conservation Commission would be co-sponsoring programs at the Red Barn this summer. Ms. Twombly inquired about the status of the perambulation of the Groton town line. Selectman Hazelton replied that he was participating in the project with a Groton resident and they were working with Tom Hann (forester with FORECO) who had surveys to abutting lots with more definitive markers to utilize. Alison York asked Ms. Twombly about budgeting for mileage. Ms. Twombly replied that the monies were budgeted with seminars and workshops, but she could break out the figures.

6:55 P.M. **CEMETERY 2019/2020 BUDGET:** Doug Merrill approached the Select Board to present the 2019/2020 Cemetery Budget. Mr. Merrill stated that he did not budget for any increases and noted that the overage in the 2018 budget was for taking down trees in the Pratt Cemetery which was unanticipated. Mr. Merrill informed the Board that he would like to have the Pratt Cemetery probed for any open graves for future planning and the cost would be a couple of hundred dollars. Mr. Merrill informed the Board that he had been working on a possible solution for clearly marking sections of the Hebron Village Cemetery in order to better locate reservation sites.

7:00 P.M. **GAZEBO PROGRAM 2019/2020 BUDGET:** Everett Begor and John LaCarte approached the Select Board to present the 2019/2020 Gazebo Budget. Mr. Begor

reviewed with the Board the proposed concert schedules for 2019/2020 and informed the Board that the committee decided to plan the programs for 2020 as the programs would be starting after the May town meeting. Mr. Begor reviewed the budget with the Board and noted that the fireworks for 2019 had been paid for since the fireworks were not done in 2018. Mr. Begor discussed with the Board the electrical on the Hebron Common and if everything would be ready due to the current construction. Vice-Chair Dunklee informed Mr. Begor that there had been breaker issues in the past and this would be addressed as part of the construction, but the electrical should be fixed by the start of the programs.

7:20 P.M. **MEETING ADJOURNED:** Vice-Chair Dunklee moved to adjourn the meeting at 7:20 p.m., seconded by Selectman Hazelton. The vote was unanimous.

Respectfully submitted,

Karen Corliss
Town Administrator