

TOWN OF HEBRON
SELECT BOARD MEETING MINUTES
JULY 18, 2019

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

OTHERS PRESENT: John Black, Travis Austin (Police Chief), Richard James, Jake Manseau (Black Diamond Builders), Angel Ekstrom (Central NH Public Health Network)

7:00 P.M. **PUBLIC SAFETY BUILDING – REPLACE ROOF SHINGLES:** Jake Manseau approached the Select Board to discuss the project of replacing the shingles on the Public Safety Building roof. Chair Dunklee discussed with Mr. Manseau the proposal from IKO Industries on the warranty of the old shingles was \$1,539 refund or 76 bundles of shingles from IKO. Mr. Manseau recommended the 76 bundles of shingles and commented that IKO's quality was much better than their products in the past. Selectman Moriarty moved to accept the Goodwill Release of 76 bundles of shingles from IKO Industries, Inc., seconded by Vice-Chair Hazelton. The vote was unanimous. Selectman Moriarty moved to authorize Chair Dunklee to sign the IKO Industries, Inc. Goodwill Release, seconded by Vice-Chair Hazelton. The vote was unanimous.

7:05 P.M. **STORAGE SPACE FOR CENTRAL NH PUBLIC HEALTH NETWORK:** Angel Ekstrom approached the Select Board to discuss storing regional supplies for the Central NH Public Health Network. Mrs. Ekstrom informed the Board that currently the Town of Bristol had given CNHPPH space in the Historical Society Building basement (High Street), but unfortunately it is not climate controlled which is necessary for the supplies. Vice-Chair Hazelton asked Mrs. Ekstrom for the amount of space needed. Mrs. Ekstrom replied that a 12'x12' footprint with access to an electrical outlet. Selectman Moriarty inquired about the type of equipment that would be stored. Mrs. Ekstrom replied ham radios, portable radios, medical equipment, and mobile equipment. Mrs. Ekstrom would need access to the building 24/7 and the equipment would need to be in a locked area. Selectman Moriarty moved to allow Central NH Public Health Network to store supplies in the basement of the Town Offices Building, seconded by Vice-Chair Hazelton. The vote was unanimous. Mrs. Ekstrom thanked the Board for use of the space.

7:18 P.M. **ACTION ITEMS:**

- The Select Board signed the **accounting manifest**.
- Mrs. Corliss informed the Board that John Hilson and Ileana Saros would like to join the Town Space Needs Committee. Vice-Chair Hazelton informed the Board that Robert Brooks was interested in joining the committee. Vice-Chair Hazelton moved to add **Robert Brooks, Ileana Saros and John Hilson to the Town Space Needs Committee**, seconded by Selectman Moriarty. The vote was unanimous.
- Selectman Moriarty asked Mrs. Corliss about if **Hugh Sycamore had commented on the easement agreement**. Mrs. Corliss stated that the Planning Board and Conservation Commission needed to review the easement agreement at a public meeting and then the Select Board needed to hold two public meetings on the easement agreement before sending it to Mr. and Mrs. Sycamore for signatures.
- The Select Board reviewed the **estimate from Watertech Pump & Filter to replace the well tiles on the Hebron Common**. Chair Dunklee read the warrant article approved at the March 2018 Town Meeting to ensure that the project conformed to article approved. The Board agreed that the project conformed to the article approved. Selectman Moriarty moved to accept the estimate for restoration and correction to the wellhead on the Hebron Common, seconded by Selectman Hazelton. The vote was unanimous.
- The Select Board approved the **Veterans' Tax Credit application** for 100% disability.

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- Selectman Moriarty moved to affirm the recommendation of the Treasurer, Audrey Johnson to appoint **Sandra Cummings as Deputy Treasurer**, seconded by Selectman Hazelton. The vote was unanimous.
- Chair Dunklee reviewed the inquiry from the State of NH Department of Revenue Administration to send the **PA-28 Inventory of Taxable Property forms for 2020**. Chair Dunklee noted that this has not been done for a few years. Selectman Moriarty moved not to send out the PA-28 forms this year, seconded Vice-Chair Hazelton. The vote was unanimous.

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

- The Select Board reviewed the **sign proposal from Tilton Signworks**. Vice-Chair Hazelton inquired if a quote had been received from Mega Print in Holderness. Mrs. Corliss replied not at this time.
- Mrs. Corliss handed the Board a picture **of the George Road washout which happened during the taken from the storm on July 11, 2019 on George Road of the town road washing out storm**. Mrs. Corliss informed the Board that Ben Hall, Highway Supervisor, would like the property owner's to address the failed culvert in their driveway as it continuously causes damage to the town road. Chair Dunklee stated that the driveway permits require the property owner to install the culvert which should be maintained by the property owner in the future. Chair Dunklee asked Mrs. Corliss to prepare a letter to the property owners.
- The Board reviewed the **letter from Governor Sununu ~~to~~ inviting them to attend an informational session on the state budget**. The Board is unable to attend due to prior commitments.
- The Board discussed the **sample nuisance ordinances** provided by Kelly LaCasse, Health Officer. The Board agreed that the shorter ordinance would be a place to start. The Board asked Mrs. Corliss to review with Attorney Roman and discuss the process for adoption.
- Chair Dunklee discussed with Chief Austin an issue that arose regarding **cars parked along the edge of a town road** which interfered with an emergency vehicle being able to travel down the road. Chief Austin stated that a no parking ordinance would address the issue from happening again.

8:05 P.M. **CORRESPONDENCE:**

- **Reduced "Seasonal Speed Limit" Route 3-A** – emails thanking the Board for this change and the noticeable impact with vehicular traffic.
- Notice from State of NH Department of Revenue Administration regarding **forms that still had not been received for the Bridgewater-Hebron Village District** in order to process the fall tax rate in a timely manner. The Board asked Mrs. Corliss to forward the information to the Hebron Commissioners on the Bridgewater-Hebron Village District Commission.
- **Letter from the United States Postal Service** – requesting that towns to take into consideration in future subdivisions a location for mail delivery prior to developing.
- Communication from Representative Suzanne Smith regarding delivering a **petition to the State of NH Department of Safety regarding concerns with "rafting" on the sandbar in Newfound Lake** in the area that abuts the Charles Bean Sanctuary. Chair Dunklee suggested putting signs on the Charles Bean Sanctuary.

8:08 P.M. **ANY OTHER BUSINESS:**

- Selectman Moriarty informed the Board that he received a **call from Christopher P. Williams** regarding the outstanding invoices in the amount of \$11,775. Selectman Moriarty informed the Board that Mr. Williams was having a hard time following the concerns with the invoices that were not paid. Selectman Moriarty informed Mr. Williams that the invoices needed to be

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detailed for the Board to understand the charges. Vice-Chair Hazelton stated that Mr. Williams should be giving a counter proposal to settle or request to meet with the Board.

- The Board reviewed the recent **resignation from Paula McKinley** for the interim Librarian position. The Board agreed that it would be the Library Trustees position to decide to hire a Librarian.
- Mrs. Corliss discussed with the Board finding a **person to replace Roland Matthews as custodian** since he recently passed away and his wife did not want to continue with cleaning the town buildings. Chair Dunklee asked Mrs. Corliss to discuss cleaning all of the buildings with Mrs. MacPherson to be hired for 3 months as an hourly position and come back with a contract for the Board to review.
- Chair Dunklee discussed with the Board **sending money to Mrs. Matthews** as her husband had worked for the town for so many years and was much more than a Custodian. Chair Dunklee moved to send a check in the amount of \$2,000 to Mrs. Matthews for services rendered over the years and appreciation ~~to~~for the work done, seconded by Selectman Hazelton. The vote was unanimous.

8:15 P.M. **APPROVAL OF THE MINUTES:** The Select Board reviewed the Select Board Meeting minutes of July 2, 2019. Chair Dunklee moved to accept the Select Board Meeting minutes of July 2, 2019 as written, seconded by Vice-Chair Hazelton. The vote was unanimous.

Richard James commented about the “Seasonal Speed Limit” on Route 3-A and asked the Board if the radar sign could be placed on Route 3-A as well. Chief Austin replied that the sign was not functional and that it would cost more than a new sign to repair the motherboard on the sign. Chair Dunklee suggested TAV in Plymouth to repair the sign. Chief Austin stated that it had been looked at and was already diagnosed. The Board suggested looking into the cost for a new sign or looking into the smaller signs.

8:22 P.M. **MEETING ADJOURNED:** Chair Dunklee moved to adjourn the meeting at 8:22 p.m., seconded by Vice-Chair Hazelton. The vote was unanimous.

Respectfully submitted,

Karen Corliss
Town Administrator

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