

TOWN OF HEBRON
SELECT BOARD MEETING MINUTES
AUGUST 15, 2019

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

OTHERS PRESENT: John Black, Travis Austin (Police Chief)

7:00 P.M. **ACTION ITEMS:**

- The Select Board signed the **accounting manifest**.
- Chair Dunklee moved to reappoint **Everett Begor, Robert Brooks, and John LaCarte to the Hebron Gazebo Committee**, seconded by Vice-Chair Hazelton. The vote was unanimous. The Board signed the appointment letters.
- Selectman Moriarty moved to approve the **withdrawal of funds from the Town Offices Expansion and Refurbishment Capital Reserve Fund**, seconded by Vice-Chair Hazelton. The vote was unanimous. The application for payment from the Trustees of Trust Funds was signed by the Board.
- The Select Board signed the **letter to Paul Sughrue and Nelson Blinn regarding directing them** to cease and desist operation of the driveway that was installed at 90 George Road.
- Chair Dunklee signed **change order #5 with Conneston Construction, Inc.** on the Academy Building Project.
- Mrs. Corliss reported to the Board on the **prices received from Lakes Region Planning Commission fixed price fuel contracts**. Irving was awarded the contract – propane \$1.135 and #2 fuel oil \$2.125. Mrs. Corliss noted that the contract prices for Pemi Fuels were – propane \$1.499 and #2 fuel oil \$2.249. Mrs. Corliss reported on the costs involved with changing to Irving would be switching out the tanks at 8 and 10 Church Lane. Chair Dunklee stated that the town ~~had had~~ been with Pemi Fuels for many years ~~which and~~ there has been no issues with service during that time. The town had issues with delivery from Irving and the company is not a local company. The Board asked Mrs. Corliss to contact Pemi Fuels to see if they would be able to offer a better price on the propane.
- Chair Dunklee initialed the **Employee Information form** for Julieta MacPherson for the hourly rate of pay.
- The Select Board signed the **MS-1 Summary Inventory of Valuation** form for 2019.

7:18P.M. **DISCUSSION:**

- Mrs. Corliss informed the Board that **information was sent to the office regarding ADA compliance for painting parking spaces** at the Town Office Building. Chair Dunklee would like to wait a year before making any decisions on the parking area.
- Mrs. Corliss proposed to the Board **purchasing three shelving units for storage** in the basement. The Board approved purchasing the units.
- Mrs. Corliss asked the Board about continuing the **membership with the National Association of State Agencies for Surplus Property** as the departments had not seen any equipment suitable for their needs. The Board agreed not to continue the membership.

7:22 P.M. **CORRESPONDENCE:**

- **Letter from NH Division of Historical Resources** – extending the grant for repairing the cupola on the Academy Building.
- **Letter from the Federal Emergency Management Agency** – informing that updates were made to the Flood Insurance Rate Map and Flood Insurance Study as a result of the flooding information received from the October 2017 storm.
- **Thank You card** from Alberta Matthews.

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

7:25 P.M. **ANY OTHER BUSINESS:**

- Vice-Chair Hazelton reported to the Board that **Roger Larochelle expressed interest in serving on the Town Space Needs Committee.** Vice-Chair Hazelton moved to nominate Roger Larochelle to the Town Space Needs Committee, seconded by Chair Dunklee. The vote was unanimous.
- Vice-Chair Hazelton discussed with the Board the **time frame for repairing the damage to the town roads that were the result of the July 11, 2019 storm.** Vice-Chair Hazelton expressed concerns with the condition of Braley Road. The Board discussed the amount of brush debris that continues to build up in the Cockermonth River which results in flooding the road. Chair Dunklee stated that Ben Hall, Highway Supervisor, would have to work with John Fischer, Fire Chief / Emergency Management Director about obtaining permission to remove the debris from the river and then obtain landowner permission to access the areas with heavy debris.
- Mrs. Corliss informed the Board that **representatives from FORECO would like to meet with the Board and Conservation Commission members** to review the specifications for updating the Hebron Town Forest Stewardship Plan in September or October. The Board agreed to invite the FORECO representatives and the Conservation Commission to the September 19, 2019 Select Board Meeting.
- Mrs. Corliss reported to the Board that the **fire proof file cabinets** should be moved to the Town Office Building within the next couple of weeks.

7:32 P.M. **APPROVAL OF THE MINUTES:** The Select Board reviewed the Select Board Meeting minutes of August 1, 2019 and made the following changes: page, eighth bullet under *Action Items* – remove the “d” from “used” in the second sentence. Vice-Chair Hazelton moved to accept the Select Board Meeting minutes of August 1, 2019 as amended, seconded by Selectman Moriarty. The vote was unanimous.

The Select Board reviewed the Select Board Non-Public Session Minutes of August 1, 2019. Chair Dunklee moved to approve the Select Board Non-Public Session Minutes of August 1, 2019 as read, seconded by Vice-Chair Hazelton. The vote was unanimous.

7:35 P.M. **NON-PUBLIC SESSION:** Chair Dunklee moved to go into non-public session pursuant to RSA 91-A:3, seconded by Vice-Chair Hazelton. John Dunklee - yes Paul Hazelton - yes Patrick Moriarty - yes The motion passed.

8:06 P.M. **OUT OF NON-PUBLIC SESSION:** Chair Dunklee moved to come out of non-public session at 8:15 p.m., seconded by Vice-Chair Hazelton. John Dunklee - yes Paul Hazelton - yes Patrick Moriarty - yes The motion passed.

8:06 P.M. **MEETING ADJOURNED:** Selectman Moriarty moved to adjourn the meeting at 8:06 p.m., seconded by Vice-Chair Hazelton. The vote was unanimous.

Respectfully submitted,

Karen Corliss
Town Administrator

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