

TOWN OF HEBRON  
SELECT BOARD MEETING MINUTES  
SEPTEMBER 19, 2019

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

OTHERS PRESENT: John Black, Maynard Young, Bob and Janet Wisniewski, Nadine Hession, John Sheehan, Ed Weber, Richard James

ABSENT: Paul Hazelton (previous engagement)

7:00 P.M.     **PUBLIC HEARING – PROPERTY EASEMENT FROM HUGH AND NANCY SYCAMORE:**

Chair Dunklee opened the public hearing on the easement agreement from Hugh and Nancy Sycamore for 5 feet around the 8 and 10 Church Lane properties for maintenance purposes. And Selectman Moriarty informed the audience that he spoke to Mr. Sycamore regarding the easement which he was agreeable to work with the town. John Sheehan asked the Board if the easement went with the property or just the current owner. The Board replied that the easement went with the property. Chair Dunklee explained that the existing buildings were very lightly constructed and this easement would enable the town to perform the necessary construction on the buildings. Selectman Moriarty informed the audience that a committee has been formed to review the older buildings and maintenance issues will be noted by the committee.

Chair Dunklee updated the Board on the water leak that was fixed by the town just outside the foundation of the Hebron Union Congregational Church. The water is supplied to 8 and 10 Church Lane properties from the basement of the church. The town is responsible for maintaining this water line based on the agreement.

7:12 P.M.     **GENERATOR FOR TOWN OFFICES BUILDING:** Maynard Young approached the Select Board to discuss the proposals for a new generator for the Town Office Building. The Board reviewed the quotes. Selectman Moriarty stated that at the recent meeting with the Federal Emergency Management Agency the group was informed that other grants may be available as a result of the latest declaration. Mr. Young informed the Board that the existing generator was not connected to operate the Town Office Building in a power outage and the new battery that was installed may be dead. Mr. Young suggested that the new generator be placed on the 2020/2021 Warrant. The Board thanked Mr. Young for the information.

7:22 P.M.     **CLOSE THE PUBLIC HEARING:** With no further comments, Chair Dunklee closed the public hearing at 7:22 p.m.

7:24 P.M.     **ACTION ITEMS:**

- The Select Board signed the **accounting manifest**.
- Selectman Moriarty moved to **appoint Ivan Quinchia to the Town Space Needs Committee**, seconded by Chair Dunklee. The vote was unanimous.
- The Select Board signed two **Notice of Intent to Cut Wood forms** for Arthur and Diana Burdette to harvest timber on properties located on George Road (Tax Map 1 Lot 013-2 and Tax Map 1 Lot 013-2A).
- The Board reviewed the **2020 Election Ballot for the NH Association of Assessing Officials**. Selectman Moriarty moved to authorize Chair Dunklee to sign the NH Association of Assessing Official 2020 Election Ballot, seconded by Chair Dunklee. The vote was unanimous.

7:30 P.M.     **DISCUSSION ITEMS:**

- Mrs. Corliss informed the Board of the **Annual Grafton County Regional Development** meeting and inquired about a Board member attending. If any Board members were

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unable to attend, a proxy form could be signed for another member to vote in their absence. Chair Dunklee signed the proxy form.

- Mrs. Corliss informed the Board that Paul Sughrue had not contacted the office about repairing the **damage done to George Road** as a result of a driveway installation. The Board asked Mrs. Corliss to draft another letter to Mr. Sughrue.
- Mrs. Corliss informed the Board that Tracey Steenbergen, Town Clerk, contacted Pontam (cemetery software) about **moving the software onto the network** in the office and accessing the program from more than one computer. This can be done, but the town would have to purchase another license. Chair Dunklee would like to have a computer available for the public to use to research records of the town cemeteries. Chair Dunklee moved to purchase a second license for the cemetery software, seconded by Selectman Moriarty. The vote was unanimous.
- Mrs. Corliss reported to the Board on the **meeting with a representative from Certified Computer Solutions, Inc.** in preparation for the upcoming budget year. Mrs. Corliss reviewed with the Board scheduling CCSI to attend an upcoming Select Board Meeting to review the contract.
- Selectman Moriarty inquired about the **status of the security/fire alarm system** that was installed at the Highway Garage. Mrs. Corliss stated that Mango Security had finished the installation and created the secure access connection in the Town Office Building. A brief training with the employees should be done before bringing it online.

7:39 P.M. **CORRESPONDENCE:**

- **Invitation to Lakes Region Mental Health Center** – 53<sup>rd</sup> Annual Meeting

7:40 P.M. **ANY OTHER BUSINESS:**

- Selectman Moriarty asked Mrs. Corliss if the Select Board Office had received any **correspondence from NH Department of Environmental Services** before the recent letter outlining the violations at the Hebron Bridgewater Refuse District facility. Mrs. Corliss replied that there had been no earlier correspondence. Selectman Moriarty stated concerns with the seriousness of the violations and would like to have town counsel review the NH DES letter and the documentation where Hebron withdrew from the district. Selectman Moriarty asked Mrs. Corliss to contact NH DES to inform them that Hebron had received no prior communications and that the Town withdrew from the district. Selectman Moriarty and Chair Dunklee discussed the town's liability of the ash pit and concerns if the ash had to be moved and disposed at another site. Selectman Moriarty suggested posting a bond for this unknown liability with NH DES.
- Mrs. Corliss reported to the Board on the recent **teleconference with the Federal Emergency Management Agency (FEMA) representatives and Paul Hatch (NH Department of Environmental Services)** as a result of the recent declaration for storm damage from July 11, 2019. Mrs. Corliss reported that Ben Hall, Highway Supervisor, needed to work with John Fischer, Emergency Management Director, to provide more information on the road damage to submit the preliminary information to FEMA.

7:47 P.M. **APPROVAL OF MINUTES:** The Select Board reviewed the Select Board Meeting minutes of September 5, 2019 and made the following corrections: page 1, first bullet under *Discussion*, last sentence – remove “on” after “started”. Selectman Moriarty moved to approve the Select Board Meeting minutes of September 5, 2019 as amended, seconded by Chair Moriarty. The vote was unanimous.

7:50 P.M. **NON-PUBLIC SESSION:** Chair Dunklee moved to enter into non-public session pursuant to RSA 91-A, seconded by Selectman Moriarty. The vote was unanimous.

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7:55 P.M.    **OUT OF NON-PUBLIC SESSION:** Chair Dunklee moved to come out of non-public session, seconded by Selectman Moriarty. The vote was unanimous.

7:57 P.M.    **MEETING ADJOURNED:** Selectman Moriarty moved to adjourn the meeting at 7:57 P.M., seconded by Chair Dunklee. The vote was unanimous.

Respectfully submitted,

Karen Corliss  
Town Administrator

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