

TOWN OF HEBRON
SELECT BOARD MEETING MINUTES
OCTOBER 17, 2019

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

OTHERS PRESENT: John Black, Travis Austin (Police Chief), Audrey Johnson, Margaret Duba, Rick Duba, Mitch Manseau, Phyllis Rockwell

7:00 P.M. **HUNT ROAD – REQUEST TO CHANGE CLASSIFICATION FROM CLASS V SUMMER COTTAGE ROAD:** Chair Dunklee relayed to the Board his findings after traveling the upper portion of Hunt Road. Chair Dunklee surmised that due to the steepness of the road (more than 10% grade) the town would have to purchase abutting property in order to add sweeps to reduce the incline, an engineer would need to redesign this section of road, and the roadbed would need to be reconstructed. Chair Dunklee discussed this with Ben Hall, Highway Supervisor, ~~which~~ who had the same thoughts and felt it would cost the town approximately \$2 million to purchase the land along the road, ~~to~~ install switchbacks, ~~engineering of~~ the new road to reduce the grade, and the reconstruction costs. Chair Dunklee noted that this would be for one house. Selectman Hazelton moved to leave Hunt Road with the Class V Summer Cottage Road status, seconded by Selectman Moriarty. The vote was unanimous.

Phyllis Rockwell, Mitch Manseau, and Rick Duba approached the Select Board to request changing the road classification of Hunt Road. Chair Dunklee relayed to Ms. Rockwell, Mr. Manseau, Mr. Duba that in order to change the status from a Class V Summer Cottage Road to a Class V Road; the road would need to be built up to Class V standards, reducing the grade of the road, add switchbacks, and purchasing land from the abutters ~~that and~~ would cost approximately \$2,000,000. Once this was done it could be brought to town meeting as a petitioned warrant article. Mr. Duba handed the Board a copy of the March 11, 1997 Town Meeting minutes and read the article where the road was changed from a Class V Road to a Class V Summer Cottage Road. Chair Dunklee stated that he did not have the background information as to why the change was placed on the Town Warrant, but it could have been that the State of NH changed the rules and regulations or the owner, at the time requested the change to the status of the road. Ms. Rockwell asked the Board why Hunt Road could not be changed back to a Class V Road. Chair Dunklee stated that the road would need to be brought up to Class V specifications, switchbacks would need to be added as the grade is more than 10%. Ms. Rockwell asked the Board for solutions in the short term. Chair Dunklee remarked that the town was not able to address a short term solution and that changing the status of the Class V Summer Cottage Road would have to be brought before the town as a petitioned warrant article. The Board asked Mrs. Corliss to give Ms. Rockwell ~~on~~ the timeframe for submitting a petitioned warrant article.

7:20 P.M. **ACTION ITEMS:**

- The Select Board signed the **accounting manifest**.
- The Select Board signed the **Notice of Intent to Cut Wood** form for the Holt-Elwell Memorial Foundation to harvest timber from property located on South Mayhew Turnpike (Tax Map 7 Lot 006).
- Mrs. Corliss reported to the Board that Ben Hall, Highway Supervisor, had reviewed the **private contractor plow bids submitted for the 2019-2020** Plowing Season. Vice-Chair Hazelton moved to accept the proposed hourly rates for the private contractors, seconded by Selectman Moriarty. The vote was unanimous.
- Mrs. Corliss informed the Board that the **Trustees of Trust Funds would like to have Mark Coulson appointed as an alternate Trustee of Trust Funds**. Mrs. Corliss relayed to the Board that this position would be appointed annually. Selectman Moriarty moved to appoint Mark Coulson as an alternate Trustee of Trust Funds, seconded by Vice-Chair Hazelton. The vote was unanimous.

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

7:25 P.M. **DISCUSSION ITEMS:**

- Mrs. Corliss handed the Board a copy of the **report prepared by Roy Sabourn on the property lines between land of the Town of Hebron and land of the Sycamore Family 2013 Trust**. The property is located abutting 8 and 10 Church Lane (Tax Map 17 Lot 026). Mrs. Corliss explained that a 15'x40' strip of land behind the buildings located on Tax Map 17 Lot 026 was not deeded to the town as the owners, at the time, originally intended. Mr. Sabourn recommended that the Town of Hebron file for quiet title. Chair Dunklee stated that if the town received the parcel through quiet title, the town should give rights of first refusal to the Sycamore's. Selectman Moriarty requested that Mr. Sabourn clarify the parcel in question.
- Mrs. Corliss reviewed with the Board a **Driveway Permit Application** that was approved by the previous Highway Supervisor, Casey Kuplin, and Eleanor Lonske, Planning Board Chair, at the time. The signed Driveway Permit Application on file stated that the driveway permit was for a logging operation and a future house lot. Mrs. Corliss informed the Board that the new owner heard there ~~was~~were issues with the driveway that was installed and is looking for direction from the town on properly addressing the issues. Chair Dunklee explained to the Board the issues with the driveway as he was on the Select Board at the time this permit was issued. The Board asked Mrs. Corliss to invite Mr. Cialdea to a Select Board Meeting to resolve this issue.
- Mrs. Corliss informed the Board that the **HealthTrust medical insurance rates increased by 7.1% and the dental insurance rates increased by 3.9%**. Chair Dunklee moved to renew the HealthTrust plan based in the increases, seconded by Chair Moriarty. The vote was unanimous.
- Mrs. Corliss relayed to the Board the information obtained from other town's **driveway permits with regards to issuing a temporary permit and follow-up inspection**. Mrs. Corliss stated that she would be meeting with Ben Hall, Highway Supervisor, and Ivan Quinchia, Planning Board Chair, for recommendations and input.

7:47 P.M. **CORRESPONDENCE:**

- Primex – **updated renewal rates for 2020/2021** - Property & Liability Program, Unemployment Compensation Program, and Workers' Compensation Program.
- **Memorandum of Understanding** between the Groton Free Public Library and the Hebron Public Library.
- State of New Hampshire, Department of Safety – **Decision & Order on the Hebron Bay on Newfound Lake Hebron, New Hampshire** – “No Rafting Zone” – the request was denied.
- **Androscoggin Valley Regional Refuse Disposal District** – material containing asbestos from the Academy Building was disposed at the AVRRDD – Mt. Carberry Landfill in Berlin, NH.

7:50 P.M. **ANY OTHER BUSINESS:**

- Chair Moriarty updated the Board on the **Conservation Commission Meeting** which Ivan Quinchia (Planning Board Chair) attended giving an update on the Planning Board Master Plan.
- Mrs. Corliss reviewed with the Board ~~of~~ the **upcoming meetings:**
 - Federal Emergency Management Agency – Monday, October 21, 2019 at 9:00 a.m. at the Public Safety Building.
 - Mango Security – Tuesday, October 22, 2019 at 8:00 a.m. at the Highway Garage to review the newly installed security/cold alarm/keyless entry systems and activate the system.

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

- Bryant Lehr (Conneston Construction, Inc.) – Wednesday, October 23, 2019 at 9:30 a.m. in the upstairs meeting room of the Town Office Building – generator connection.
- Chair Dunklee informed the Board that **grants were available for generators to be installed at emergency shelters**, so the upgrade to the generator at the Town Office Building would have to be a warrant article for 2020/2021.
- Vice-Chair Hazelton reported on the status of the **Town of Groton/Town of Hebron town line perambulation**. Vice-Chair Hazelton informed the Board that Miles Sinclair (Town of Groton representative) would be utilizing the information provided by Tom Hahn (FORECO) from surveys performed on Green Acre Woodlands properties located along the town line.

8:03 P.M. **APPROVAL OF THE MINUTES:** The Select Board reviewed the Select Board Meeting minutes of October 3, 2019 and made the following changes: page 1, under *Update of the Hebron Town Forest Stewardship Plan*, fifth sentence – correct the sentence to read “Vice-Chair Hazelton stated that harvesting alternating strips in the forest was a common practice, but did not feel that it was appropriate for the town forest.”. Chair Dunklee moved to approve the Select Board Meeting minutes of October 3, 2019 as amended, seconded by Vice-Chair Moriarty. The vote was unanimous.

8:09 P.M. **NON-PUBLIC SESSION:** Chair Dunklee moved to enter into non-public session pursuant to RSA 91-A:3, seconded by Vice-Chair Hazelton. Chair Dunklee - yes Vice-Chair Hazelton - yes Selectman Moriarty -yes

8:37 P.M. **OUT OF NON-PUBLIC SESSION:** Vice-Chair Hazelton moved to come out of non-public session at 8:37 p.m., seconded by Selectman Moriarty. Chair Dunklee - yes Vice-Chair Hazelton - yes Selectman Moriarty -yes

8:40 P.M. **MEETING ADJOURNED:** Selectman Moriarty moved to adjourn the meeting at 8:40 P.M., seconded by Vice-Chair Hazelton. The vote was unanimous.

Respectfully submitted,

Karen Corliss
Town Administrator

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