

TOWN OF HEBRON
SELECT BOARD MEETING MINUTES
MARCH 19, 2020

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

OTHERS PRESENT: John Black

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

- The Select Board signed the **accounting manifest**.
- The Board reviewed the request from **Martin Forestry Consulting to extend the timber harvesting on Tax Map 23 Lot 003** due to weather conditions. Vice-Chair Hazelton moved to approve the request to extend the completion date for timber harvesting on Tax Map 23 Lot 003, seconded by Selectman Moriarty. The vote was unanimous.
- The Select Board signed the **Notice of Intent to Cut Wood form** for Edward Van Dorn and Sally Batton to harvest timber from Tax Map 8 Lot 8.002 on George Road.

7:07 P.M. **DISCUSSION ITEMS:**

- The Board agreed that the **notice informing the public of the current practices in place within the town buildings as a result of the COVID-19 situation** was adequate and would be updated at the situation changes. Chair Dunklee asked Ms. Sanborn to correct the notice that the Select Board Meetings will be open to the public. Selectman Moriarty informed the Board that he would discuss the postponement of the other board/committee/commission meetings with Ivan Quinchia (Planning Board, Chair) based on the pending boundary line adjustment application submitted at the last meeting.
- The Select Board reviewed the proposed **signage for the Charles Bean conservation area**. Chair Dunklee moved to authorize the Conservation Commission to proceed with ordering 3 signs as outlined in the proposal submitted, seconded by Vice-Chair Hazelton. The vote was unanimous.
- Ms. Sanborn informed the Board that the Gazebo Committee was approached by a **4-H Group about a petting area at the Family Fun Day**. Selectman Moriarty asked Ms. Sanborn to contact the 4-H Group as they may already have standard protocol for this type of event.
- Ms. Sanborn reported to the Board that the Town Clerk, Tracey Steenbergen, had received a **packet from Avitar Associates of N.E., Inc. on the Town Clerk software package**. Ms. Sanborn informed the Board that the software costs \$10,900, with \$2,975 for annual maintenance and upgrades, and additional costs for Invoice Cloud. Chair Dunklee asked Ms. Sanborn to have Mrs. Steenbergen check with Certified Computers to ensure the current computer will be compatible with the software.
- Ms. Sanborn reviewed with the Board the **quote from Bridge & Byron Printers for the annual report**. The quote this year is \$1,260.83. Ms. Sanborn noted that the order would be for 325 reports, not 400.
- Ms. Sanborn informed the Board that **Martha Twombly and Suzanne Smith (Conservation Commission co-chairs) requested to be placed on the agenda for the first meeting in April** to address the proposal for updating the Hebron Town Forest Stewardship Plan. The Board asked Ms. Sanborn to place them on the agenda.

7:24 P.M. **CORRESPONDENCE:**

- Ms. Sanborn reported to the Board that the **Easement with Hubert and Nancy Sycamore** for the Church Lane property had been recorded.

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

7:24 P.M. **ANY OTHER BUSINESS:**

- Selectman Moriarty reported to the Board on the prompt and thorough response from Attorney Roman regarding questions the Planning Board had about **concerns presented by the public on a boundary line adjustment application**. Vice-Chair Hazelton inquired about ensuring that all of the audience at the past Planning Board hearing would be present for the next meeting where the topic would be discussed.
- Selectman Moriarty relayed to the Board a recent conversation with Alan Baker (Beach Committee Member) regarding **installing the blocking to prevent beach erosion**. Mr. Baker does not have the equipment to put the blocking in place. Selectman Moriarty offered to meet with Ben Hall (Highway Supervisor) regarding the placement of the blocks.

7:38 P.M. **APPROVAL OF THE MINUTES:** The Select Board reviewed the Select Board Meeting minutes of March 5, 2020. Selectman Moriarty moved to approve the Select Board Meeting minutes of March 5, 2020 as submitted, seconded by Vice-Chair Hazelton. The vote was unanimous.

7:45 P.M. **MEETING ADJOURNED:** Selectman Moriarty moved to adjourn the meeting at 7:45 P.M., seconded by Vice-Chair Hazelton. The vote was unanimous.

Respectfully submitted,

Karen Sanborn
Town Administrator

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