

TOWN OF HEBRON  
SELECT BOARD MEETING MINUTES  
August 6, 2020

PRESENT: Paul Hazelton, Patrick Moriarty, Richard James, and Karen Sanborn, Town Administrator

OTHERS PRESENT: John Black, Travis Austin (Police Chief), Marcia Morris (Grafton County Commissioner), Suzanne Smith (Conservation Commission Co-Chair)

7:00 P.M. – **OPENED MEETING:** Chair Hazelton opened the meeting at 7:00 p.m.

7:00 P.M. **GRAFTON COUNTY FISCAL YEAR 2021 BUDGET:** Marcia Morris approached the Select Board to address any questions on the fiscal year 2021 Budget for Grafton County. Ms. Morris noted the sections – court house, jail, sheriff’s department, nursing home, registry of deeds, and farm that are covered by the Grafton County Budget. Salaries and benefits are a large part of the budget where the county employs 450 individuals. The total budget for the county is \$48 million. Vice-Chair Moriarty asked Ms. Morris if there was something that she would change with the operations of Grafton County. Ms. Morris replied that they are working towards finding a better use for the land owned by the county that will offset the expense of the day to day operations. Selectman James asked about the purpose of the farm. Ms. Morris replied that originally the farm was to feed the prisoners and the residents of the nursing home. Produce grown on the farm is sold at the farm stand and divided up amongst food pantries. Vice-Chair Moriarty commented that the nursing home was the largest expense to the county. Ms. Morris agreed as most of the patients are on Medicaid. Vice-Chair Moriarty explained to Ms. Morris that he ~~was concerned~~ understood that ~~with~~ a large part of the expenditures relating to NH RSA 167:18-a that refers to a formula requiring the county ~~to pay the~~ and the State of NH to share expenses for Grafton County residents eligible for Medicaid that are treated at other licensed nursing care facilities. Ms. Morris noted that employee salaries and the costs of operating the nursing home are a significant part of the budget. Chair Hazelton asked Ms. Morris about bonded projects. Ms. Morris noted the two bonded projects to be the jail which will be paid off soon and a new project for an engineering study of the court house. Ms. Morris commented that as the infrastructure ages the repairs and replacement of equipment only increases. Vice-Chair Moriarty suggested that Ms. Morris write a newsletter article for the Hebron monthly newsletter explaining the mission of Grafton County and the ongoing struggles.

7:20 P.M. **CHARLES BEAN SANCTUARY:** Suzanne Smith approached the Select Board to discuss the ongoing trespassers on the Charles Bean Sanctuary property on the lake side. Ms. Smith informed the Board that the signs are posted for “No Trespassing” along the shore, but ~~some~~ people have ignored the signs, removed one of the signs, continue to leave toilet paper, dog excrement, and trash all along the shore. Ms. Smith informed the Board that she contacted NH Marine Patrol about the situation and they suggested that a Hebron Police Officer ride along on the boat to speak to anyone trespassing. Chief Austin informed the Board that he spoke with the Sergeant for Marine Patrol in the area to discuss this obnoxious activity and informed the Board he made arrangements to go on the boat with them. Chief Austin felt that this would not address the behavior long term, but the individuals trespassing may take notice for a couple of days. Chair Hazelton looked for clarification on the location of the activity. Ms. Smith replied that people are landing on the sandy portion of the property with kayaks, beach chairs, floats, and picnicking all day using the property for a bathroom. Chief Austin commented to Ms. Smith about planting unattractive plants (thorny bushes) to deter people from stopping. Vice-Chair Moriarty discussed with Ms. Sanborn complaints coming into the office. Ms. Sanborn replied that she had not received complaints. Vice-Chair Moriarty noted that there had been comments about the signs posted in this area on social media sites and people may be angry because this has been done by boaters for years. Now there are signs enforcing the limitations of the property. Vice-Chair Moriarty suggested that the Conservation Commission start an education campaign and include Newfound Lake Region Association to assist with educating the public. Chair Hazelton stated that something should be done if the property is being trashed. The Board asked Ms.

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Sanborn to draft a letter to NH Marine Patrol looking for assistance in supporting the enforcement of signage at the Charles Bean Sanctuary.

7:42 P.M. **ACTION ITEMS:**

- The Select Board signed the **accounting manifest**.
- Vice-Chair Moriarty moved to **appoint Kathy Abbene and Donna Luti as alternate Library Trustees** until May 2021, seconded by Selectman James. The vote was unanimous.
- Selectman James moved to **appoint Roger Lafontaine as an alternate to the Zoning Board of Adjustment** until May 2021, seconded by Vice-Chair Moriarty. The vote was unanimous.
- The Select Board signed the **Gathering Permit for the Friends of the Library** to hold an event on the Hebron Common on August 19, 2020.

7:48 P.M. **DISCUSSION ITEMS:**

- Ms. Sanborn handed the Select Board copies of the **draft policy for re-opening the town buildings**. Ms. Sanborn informed the Board that Tracey Steenbergen, Town Clerk will be submitting an addendum to address operations of the Town Clerk's Office. Ms. Sanborn informed the Board that the policy should be ready for adopting at the next Select Board Meeting.
- Ms. Sanborn informed the Board that a property owner was trying to get power to their land, but was given a hard time by EVERSOURCE as the land did not have an **assigned 911 number**. A house was not going to be constructed in the near future, but a travel trailer would be placed on the property. The Board asked Ms. Sanborn to have the Compliance Officer review the property to ensure proper waste disposal was practiced. The Board agreed to obtain a 911 Street Address for this lot.
- Ms. Sanborn relayed to the Board the request from the Town Clerk, Tracey Steenbergen, for an **exterior locked drop box for customers to leave mail after hours**. The locked drop box would have to be located on the porch as the Town Clerk's Office is located in the back of the building. The Select Board authorized the purchase of a secure locked box to be affixed to the building.
- Ms. Sanborn discussed with the Board moving forward to **repair the two small roof<sup>2</sup>s over each side door entrance of the Public Safety Building**. Ms. Sanborn noted that since elections will be held there in September, it would be safer to have them repaired. Ms. Sanborn noted that James Waring Landscaping had submitted an estimate of \$1,000.00. Chair Hazelton suggested hiring Joe Hogan (local builder) to meet with Mr. Waring to ensure the repair will be safely secured to the building.

8:00 P.M. **CORRESPONDENCE:**

- **Notice from Atlantic Broadband** that will be mailed to residential customers regarding price increases ~~to~~for services provided.

8:25 P.M. **ANY OTHER BUSINESS:**

- Ms. Sanborn informed the Select Board that Don Musial was interested in the Compliance Officer position and that Jim Gickas (current Compliance Officer) is willing to help out as long as necessary. Vice-Chair Moriarty moved to **hire Don Musial as the Compliance Officer**, seconded by Selectman James. The vote was unanimous.
- Vice-Chair Moriarty updated the Select Board on the **Planning Board Meeting** that was held over ZOOM. The Board heard two site plan review presentations – Camp Pasquaney and Camp Onaway.
- Chair Hazelton updated the Board on the **Space Needs Committee Meeting** that was held over ZOOM. Chair Hazelton reported that the committee is leaning towards the land beside the Public Safety Building for a new library as there is already a well and septic onsite. Selectman James felt that the old Tax Collector/Town Clerk Building and the Library Building could be sold with the stipulation in the deed that the buildings would have to keep

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the same appearance on the exterior. Chair Hazelton reported to Selectman James that there have been individuals expressing interest in the buildings.

- Selectman James reported to the Board on the **pothole at the beginning of Beachwood Road** as he was interested in reviewing the complaint brought to their attention. Selectman James felt that the pothole was not the major issue, but the rest of the pavement on the road seemed to be breaking up and more of an issue. Chair Hazelton noted that he also reviewed the road and felt the same. Selectmen James inquired about a road maintenance policy for upgrading roads every so many years. Ms. Sanborn informed Selectman James that the Capital Improvements Project (C.I.P.) Committee did an excellent job meeting with department heads and preparing a plan. Vice-Chair Moriarty noted that the committee did an excellent job, ~~which the Select Board used as a guideline for planning by prioritizing projects when budgeting but became frustrated when the Select Board did not follow the plan as laid out.~~ The Board suggested to Ms. Sanborn getting the C.I.P. active again.
- Selectman James asked Ms. Sanborn about replies to the **building maintenance request**. Ms. Sanborn replied that she had not received any from the department heads. Selectman James suggested adding a deadline of September 15, 2020.

8:26 P.M. **APPROVAL OF THE MINUTES:** The Select Board reviewed the Select Board Meeting minutes of July 16, 2020 and made the following corrections: page 1, under *Ambulance Replacement*, fifth sentence – add “recruit Fire Chief and personnel as well with thoughts of moving to a small town like Hebron.” after “Chief Fischer”, page 1, under *7:03 P.M.*, last sentence of the first paragraph – add “current year” after “funding”, page 2, third sentence under *Generator Approved for the Town Office Building* - remove “not” and change “until” to “before”, and page 2, third bullet under *Action Items*, - clarify second sentence to read “Ms. Sanborn stated at this time the town does not require a building permit for demolition, but an asbestos testing would have to be done due to the age of the building being demolished. ~~before older buildings are demolished, and~~ A permit is not required for site preparation.”, and page 3, second bullet under *Any Other Business*, last sentence – add two zeroes after “\$10,000”. Vice-Chair moved to approve the Select Board Meeting minutes of July 16, 2020 as amended, seconded by Selectman James. The vote was unanimous.

8:32 P.M. **MEETING ADJOURNED:** Vice-Chair Moriarty moved to adjourn the meeting at 8:32 P.M., seconded by Selectman James. The vote was unanimous.

Respectfully submitted,

Karen Sanborn  
Town Administrator

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