

TOWN OF HEBRON  
SELECT BOARD MEETING MINUTES  
November 19, 2020

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

OTHERS PRESENT: Rebecca Hanson (Director of Newfound Lake Region Association), Cindy Newton, Jim Whiteaker, and Deborah Goodman (Beach Committee Members)

ABSENT: Paul Hazelton

7:00 P.M.        **OPENED MEETING:** Vice-Chair Moriarty opened the meeting at 7:00 p.m.

7:00 P.M.        **PUBLIC HEARING – EXPEND FUNDS FROM THE NON-CAPITAL RESERVE FUND ENTITLED “EMERGENCY CONTINGENCY FUND”:** Vice-Chair Moriarty opened the public hearing for expending funds from the non-capital reserve fund entitled “Emergency Contingency Fund” at 7:00 p.m. Vice-Chair Moriarty explained that the funds would be spent on removing debris from the Cockermouth River to prevent future flooding of personal property abutting the river. With no further comments, Vice-Chair Moriarty closed the public hearing at 7:05 p.m.

7:05 P.M.        **ACTION ITEMS:**

- The Select Board signed the **accounting manifest**.
- The Select Board signed the **Notice of Intent to Cut Wood** form for Nelson and Judy Dion to harvest timber from property on Hobart Hill Road (Tax Map 18 Lot 030.HH06).
- The Select Board reviewed the **proposal from Pemi Fuels** to purchase and install 3 propane tanks at the Town Office building for the generator. Selectman James moved to sign the proposal with Pemi Fuels for propane tanks, seconded by Vice-Chair Moriarty. The vote was unanimous.

7:10 P.M.        **DISCUSSION ITEMS:**

- The Select Board reviewed the updated **proposal from Certified Computer Solutions** with regards to improving the Information Technology for the town. Selectman James informed Vice-Chair Moriarty that he reviewed the information provided at the last Select Board Meeting and followed up with Katie Lavelle requesting information on more specific software upgrades and phone system changeovers that were of interest. Selectman James reviewed the updated proposal with Vice-Chair Moriarty. Selectman James noted savings to the town by consolidating certain services and there would be an increased one-time cost for adding to the current infrastructure. The Board agreed to decide on software and phone system changes when Chair Hazelton would be present at the meeting.

7:20 P.M.        **BEACH COMMITTEE – KAYAK SURVEY UPDATE:** Cindy Newton, Jim Whiteaker, and Deborah Goodman approached the Select Board to present the results of the survey on proposing kayak racks at the Hebron Memorial Beach. Mrs. Newton reported that there were 43 responses to the survey – 18 in favor of installing kayak racks for the public to leave personal kayaks at the beach and 25 that were not in favor of kayak racks at the beach. Selectman James asked for the Beach Committee’s thoughts on the issue. Mrs. Newton replied that the committee was interested in purchasing the kayak assist wheels to lend to people to easily move their personal kayak to the lake vs. kayak racks at the beach. Selectman James noted that Grey Rocks Conservation Area seems to be the ideal location for launching kayaks. Rebecca Hanson commented that the Grey Rocks Conservation Area is a great location for launching kayaks, but noted not the place to park to access the Hebron

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Memorial Beach. Mrs. Newton commented that parking at the Hebron Memorial Beach seems to be the biggest issue. Vice-Chair Moriarty suggested getting a report to the public. Ms. Sanborn noted the town newsletter will be going out soon and suggested adding the report to the newsletter.

**BEACH ATTENDANT JOB DESCRIPTION:** Mrs. Newton handed the Board a copy of the draft Beach Attendant job description. Mrs. Newton noted that there was not a job description on file and the committee felt that it would be helpful if everyone knew the duties of the position. The committee agreed that the days the beach is more congested (Thursday, Friday, Saturday, and Sunday) should have an attendant there for more hours and the rest of the week the hours could be more flexible. Mrs. Newton asked the Board to edit the job description as they see necessary.

**EROSION ON THE SHORE OF THE BEACH:** Mrs. Newton discussed with the Board the erosion on the Hebron Memorial Beach and discussed options for addressing the issue. A discussion was held regarding the jetty that had been on the beach in the past, but was removed by children taking the rocks out of the water. Mr. Whiteaker mentioned the rocks that were added on the neighboring property to keep the beach from eroding. The Board explained that the jetty could be put back as was there in the past, but machinery could not go in the water.

7:40 P.M.

**NEWFOUND LAKE REGION ASSOCIATION – WATERSHED GRANT:** Rebecca Hanson approached the Select Board to discuss projects in town that may be eligible for the watershed grant. Vice-Chair Moriarty suggested cleaning up the Cockermouth River from debris causing dams. Ms. Hanson noted that currently the organization is working with the Town of Groton on that matter. Vice-Chair Moriarty suggested meeting with Ben Hall, Highway Supervisor for specific areas of concern. Ms. Hanson felt that the grant work would be completed within 3 years and was looking for a letter of commitment from the town as the funding would be matching.

**CHARLES BEAN SANCTUARY – TRESSPASSING ISSUES:** Vice-Chair Moriarty looked to Ms. Hanson for support with addressing the trespassing issues on the Charles Bean Sanctuary property. The property was gifted to the Town of Hebron for the purpose of becoming a sanctuary for wildlife with no human interference. This property could be taken from the town if the purpose changes. Ms. Hanson suggested getting together with other watershed towns to request increased marine patrol on the lake. Vice-Chair Moriarty stated that the town has to enforce any trespass issues since the trespassers are on land. Selectman James noted that Chief Austin has been asked to ride on the boat marine patrol to enforce the issue. Vice-Chair Moriarty suggested signage about the sanctuary located on Grey Rocks property educating the public about the delicate nature of the property. Ms. Hanson thought that posting a sign at the kayak launch would be visible to boaters entering the water to bring their attention to this matter.

8:05 P.M.

**DISCUSSION:**

- Ms. Sanborn reported to the Select Board that a new house located on Crystal Springs Road was assigned an **enhanced 911 street address** months after the original paperwork had been submitted as a result of the delays at the state level. When the official 911 street address had been received at the Select Board's Office the number assigned had been different than the street number estimated without the proper field review. The property owner requested that the street number estimated be assigned as the official 911 address of the property. The Select Board agreed to

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assign the official 911 street address of the property as the first number given to the property owner.

8:12 P.M.

**ANY OTHER BUSINESS:**

- Ms. Sanborn reported to the Board on the **trees to be removed on George Road** and noted that both trees have been marked.
- Ms. Sanborn informed the Board that the **heat/a/c units in the Town Office building had the annual maintenance** performed, but the maintenance would have to be completed another day. Ms. Sanborn noted that the filters in each unit should be cleaned every other month. The units in the Tax Collector's Office and Town Clerk's office require a longer ladder than available at the Town Office Building due to the ceiling height. The Board suggested that Ms. Sanborn look for an outside contractor to clean the filters.
- Ms. Sanborn informed the Board that she was looking into **additional funds available in the Governor's Office for Relief and Recovery Grant**.

8:15 P.M.

**APPROVAL OF THE MINUTES:** The Select Board reviewed the Select Board Meeting minutes of November 5, 2020 and made the following corrections: page 1, next to the last sentence under *Information Technology Review and Recommendations* – replace after “phones to” with “a VOIP provider like Go To Connect.”, page 2, first bullet, second sentence – change the sentence to read “The Board gave the Trustees of Trust Funds an opportunity to comment on the purpose of the Emergency Contingency Fund.”. page 2, first bullet, insert a sentence to read “The Select Board is the agents of the Emergency Contingency Fund.”, and page 2, first bullet, next to the last sentence, insert “these” after “authorize”. Selectman James moved to accept the Select Board Meeting minutes of November 5, 2020 as amended, seconded by Vice-Chair Moriarty. The vote was unanimous.

The Select Board reviewed the Select Board Non-Public Session minutes of November 5, 2020. Selectman James moved to accept the Select Board Non-Public Session minutes of November 5, 2020, seconded by Vice-Chair Moriarty. The vote was unanimous.

8:24 P.M.

**MEETING ADJOURNED:** Selectman James moved to adjourn the meeting at 8:24 P.M., seconded by Vice-Chair Moriarty. The vote was unanimous.

Respectfully submitted,

Karen Sanborn  
Town Administrator

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