

TOWN OF HEBRON
SELECT BOARD MEETING MINUTES
DECEMBER 3, 2020

PRESENT: Paul Hazelton (via telephone), Patrick Moriarty, Richard James, and Karen Sanborn, Town Administrator

OTHERS PRESENT: Travis Austin (Police Chief), John Fischer (Fire Chief)

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

7:00 P.M. **HAZARD MITIGATION PLAN UPDATE:** Chief Fischer approached the Select Board to present a proposal for updating the Hazard Mitigation Plan. Chief Fischer noted that the town had, in the past, utilized the services of Lakes Region Planning Commission, but discovered the organization is very busy updating other town's Hazard Mitigation Plans at this time. Chief Fischer reviewed the proposal with the Board submitted by Mapping and Planning Solutions. Chief Fischer stated that the cost for the project would be fully reimbursed by the State of NH and \$2,333.25 of the cost was a local in-kind match. In the past, the committee consisted of ten members. The current plan expires in February of 2021, but as long as the town is in the process of updating the plan there would be no issues. Selectman James inquired if the plan needed to be updated annually. Chief Fischer replied that the plan was updated every 5 years. Chief Fischer informed the Board that the funds could be taken from the Emergency Management line in the budget which had \$5,000.00 budgeted. Chair Hazelton and Selectman James volunteered to serve on the committee. Chair Hazelton suggested to Chief Fischer that the issue with the Tannery Brook be added to the Hazard Mitigation Plan.

CAPITAL IMPROVEMENT PROJECTS COMMITTEE: Chief Fischer noted that in the past the Capital Improvement Projects Committee's plan played a part in the Hazard Mitigation Plan. The Select Board discussed who appoints members to the C.I.P. committee and conversed about organizing the committee again.

Selectman James moved to hire Mapping and Planning Solutions as a consultant for updating the Hazard Mitigation Plan, seconded by Chair Hazelton. The vote was unanimous.

- 7:13 P.M. **ACTION ITEMS:**
- The Select Board signed the **accounting manifest**.
 - The Select Board signed the **Notice of Intent to Cut Wood** form for Ricardo and Laura Sales to harvest timber from property on Hobart Hill Road (Tax Map 18 Lot 030.HH04 and Lot 030.HH05) and signed a **Notice of Intent to Cut Wood form** for James and Francine Fletcher to harvest timber from property on Pike Hill Road (Tax Map 2 Lot 007.003). The Board asked Ms. Sanborn to obtain a road bond calculation from Ben Hall, Highway Supervisor for the removal of timber on Pike Hill Road as the road is not maintained year-round and is a dirt road.
 - The Select Board reviewed the **contract with Sanders Searches, LLC** to perform deed research for the Tax Collector before property goes to lien. Selectman James moved to approve the contract with Sanders Searches, LLC, seconded by Chair Hazelton. The vote was unanimous.
 - The Select Board reviewed the **transfer request from the Snow Plow Fund** to reimburse the General Fund. Chair Hazelton moved to transfer the funds from the Snow Plow Fund as requested, seconded by Selectman James. The vote was unanimous.

- 7:20 P.M. **DISCUSSION ITEMS:**
- The Select Board reviewed the **information on House Bill 1182** which set up a committee that is now studying the on-road usage of non-traditional motor vehicles, such as all terrain vehicles and golf carts. Chair Hazelton stated that he was opposed

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

to the idea as this was not safe. Chair Hazelton moved to oppose legalizing ATV/UTV type motor vehicles on roads, seconded by Vice-Chair Moriarty. The vote was unanimous.

- Selectman James asked Chair Hazelton if he had any input on the **Information Technologies packages prepared by Consolidates Computer Solutions, Inc. for the Town Office Building and the Public Safety Building**. Chair Hazelton commented that he read over the proposal and he would rely on Selectman James's expertise on the matter. Selectman James noted that 90% of the proposal was covered in the annual maintenance of the Information Technology within the town departments and the balance of the proposal would be spent on infrastructure which the savings would be monthly down the road. Selectman James moved to accept the quote for updated firewall, Office 365, annual service contract, a VOIP phone system as prepared by Consolidated Computer Services, Inc., seconded by Vice-Chair Moriarty. The vote was unanimous.

7:26 P.M.

CORRESPONDENCE:

- **Newfound Area School District – SB2 Meeting Dates & Deadlines** – add to town website
- **Invoice from Robert Wisniewski** – mowing/maintenance – Hebron Town Forest – donated time of 10 hours. The Select Board asked Ms. Sanborn to draft a “Thank You” letter to Mr. Wisniewski

7:29 P.M.

ANY OTHER BUSINESS:

- Vice-Chair Moriarty suggested **adding a page on the Hebron town website for the Compliance Officer** with contact information.
- Vice-Chair Moriarty updated the Board on the **Planning Board Meeting**. The Planning Board worked on drafting an ordinance for solar arrays in the Lake District. Selectman James suggested that the ordinance be simply written and easily understood by all to interpret.

7:35 P.M.

APPROVAL OF THE MINUTES: The Select Board reviewed the Select Board Meeting minutes of November 19, 2020 and made the following correction: page 2, under *Beach Attendant Job Description*, second sentence – insert “the” after “of”. Selectman James moved to accept the Select Board Meeting minutes of November 19, 2020 as amended, seconded by Vice-Chair Moriarty. The vote was unanimous.

7:37 P.M.

MEETING ADJOURNED: Vice-Chair Moriarty moved to adjourn the meeting at 7:37 P.M., seconded by Selectman James. The vote was unanimous.

Respectfully submitted,

Karen Sanborn
Town Administrator