

TOWN OF HEBRON
SELECT BOARD MEETING MINUTES
SEPTEMBER 15, 2022

PRESENT: Rich James, Paul Hazelton, Pat Moriarty, and Karen Sanborn, Town Administrator

OTHERS PRESENT: Mike Riess (Community/Library Building Committee), Travis Austin (Police Chief)

7:00 P.M. **COMMENCED MEETING:** Chair James commenced the meeting at 7:00 p.m.

7:00 P.M. **COMMUNITY/LIBRARY BUILDING COMMITTEE:** Mike Riess approached the Select Board to present the recommendation from the Community/Library Building Committee for the construction estimator for the project. The committee voted unanimously to utilize Conneston Construction Incorporated. Vice-Chair Hazelton moved to accept Conneston Construction Inc. as the estimator for the project, seconded by Selectman Moriarty. The vote was unanimous.

Mr. Riess updated the Board with information received from the civil engineer regarding the estimated amount of land to be disturbed at the site of the building. If 100,000 square feet of land is disturbed an alteration of terrain permit would need to be filed which could cost between \$10,000 and \$15,000. Mr. Riess noted this was not calculated into the original proposal and would recommend holding off on one of the parking lot completions until a new budget in order to avoid this expense.

7:11 P.M. **ACTION ITEMS:**

- The Select Board signed the **accounting manifests**.
- Selectman Moriarty moved to authorize **Chair James to sign as the Hebron representative** to the Coalition Communities 2.0, seconded by Vice-Chair Hazelton. The vote was unanimous.
- Chair James moved to accept the **charge for the Hebron Common Landscape and Playground Committee**, seconded by Selectman Moriarty. The vote was unanimous.
- The Select Board signed the **Public Gathering Permit** for the Hebron Historical Society for the November 11th Veteran's Day Program on the Hebron Common.
- The Select Board reviewed the **letter to 7 Northshore Road LLC** regarding the store's personal property that is currently located on town property. Vice-Chair Hazelton moved to authorize Chair James to sign the letter, seconded by Selectman Moriarty. The vote was unanimous.
- The Select Board signed the **Treasurer Job Description** as approved at the September 1, 2022 Select Board Meeting.
- The Select Board signed the **Notice of Intent to Cut forms** for Tax Map 17 Lot SB.003 and Tax Map 17 Lot SB.007 to harvest timber from the properties.

7:21 P.M. **DISCUSSION ITEMS:**

- Ms. Sanborn reviewed with the Board **options for enforcing property in town with an accumulation of various old items stored all over the property**. Ms. Sanborn noted the Planning Board could propose language to the Zoning Ordinance that would assist the Select Board in enforcing "junk" on property in town. The Select Board could meet with the property owner to discuss the complaints and see if this would address the matter without proceeding with a property inspection to address potential health concerns. The Select Board asked Ms. Sanborn to invite the Fire Chief, Jamie Moulton to the next Select Board Meeting to discuss the issue.
- Chair James asked Ms. Sanborn to obtain an **updated quote** to remove the old underground oil tank from the Old Fire Station property.

NOTE: Changes to the Select Board Meeting minutes will be reflected in the next set of minutes.

- Ms. Sanborn reported to the Board that Tracey Steenberg, Town Clerk recently attended an Election workshop and was informed that the **voting ballots need to be stored in a secure locked cabinet** or in a location which herself or an appointed representative would have the key to access the ballots. Chair James asked Ms. Sanborn to locate a locking cabinet that Mrs. Steenberg feels will address the matter and bring the estimate to the Select Board.

7:34 P.M.

CORRESPONDENCE:

- **Invitation from HealthTrust** to the Public Hearing on the rate setting for the 2023 health insurance.

7:35 P.M.

ANY OTHER BUSINESS:

- Vice-Chair Hazelton informed the Board that he spoke with Ben Hall, Highway Supervisor about **removing a couple of trees from the Hebron Memorial Beach property** to expand the parking.
- Selectman Moriarty commented on the article written for the Town of Bridgewater, NH newsletter by Terry Murphy (Chair, Bridgewater Select Board) regarding the **current education funding concerns with the Newfound Area School District (NASD)**. Selectman Moriarty suggested to the Board writing an article for the Town of Hebron Newsletter and recommended including the current costs to each town to operate the NASD.
- Selectman Moriarty informed the Board that he had not heard back from R.M. Piper (construction company) regarding the **timber that was damaged on the Braley Road Bridge by the snowplow**. A discussion was held about replacing the timber or possibly using pressure treated lumber to secure the damaged timber. Also, the timbers on the bridge should be treated before winter to protect the wood from deteriorating.
- Vice-Chair Hazelton reported to the Board on the **project to dredge the mouth of the Cockermouth River** to prevent continuous silt build-up at the Hebron Memorial Beach. This project may have to wait until additional funds could be raised as the amount of material to be dredged is more than originally estimated.
- Chair James asked Ms. Sanborn if she discussed with Ben Hall, Highway Supervisor, the costs for the **repairs to George Road pavement and addressing the issues on Berea Road**. Ms. Sanborn replied that Mr. Hall had not heard back from the company on the pavement sealing estimate and Berea Road will need to be reviewed further. Selectman Moriarty suggested contacting an engineer firm to review and make recommendations on Berea Road.
- Ms. Sanborn informed the Board that the **current franchise agreement with breezeline** expires on July 26, 2025.
- The Board reviewed a **quote from Newfound Lawncare** for fertilization and lawncare to the Hebron Common and the Public Safety Building. Chair James informed the Board that the current issues with the condition of the Hebron Common lawn will be addressed as most of the green on the common is crabgrass. Vice-Chair Hazelton inquired about the annual maintenance costs after the initial first year's maintenance. The Board agreed that this would need to be placed on the town warrant.
- Ms. Sanborn reported to the Board that she had reviewed the **property file for Newfound Marina** and did not locate any permits for dredging the channel in the file.
- Ms. Sanborn informed the Board of the **30-day Compliance Notice from the State of New Hampshire Department of Labor** regarding the violation found during the elevator inspection at the Town Office Building. Ms. Sanborn informed the Board that Paul Morrison (electrician) had reviewed the work to be done on the elevator.

NOTE: Changes to the Select Board Meeting minutes will be reflected in the next set of minutes.

8:02 P.M. **APPROVAL OF MINUTES:** The Select Board reviewed the Select Board Meeting minutes of September 1, 2022 and made the following corrections: page 1, fourth sentence, under *Hebron Memorial Beach - Issues* – add a period after “Permits” and change the next sentence to read “Ms. Bryant informed the Board that the Beach Permit numbers were noted to ensure duplicate copies were not being made by permittees.”, page 1, tenth sentence, under *Hebron Memorial Beach-Issues*, page 2, under *Any Other Business*, second bullet, first sentence – insert “with” after “obtain” – remove “an” and “to”, page 2, under *Any Other Business*, third bullet, last sentence – change “engineer” to “engineering”, page 2, under *Any Other Business*, fourth bullet, second sentence – insert “who works with” after “representative” and remove “from”, and page 3, third bullet from the top of the page, replace “which” with “and”, and page 3, fourth bullet, first sentence, insert “that” after “Board” and insert “had been” after “inspection”. Chair James moved to accept the Select Board Meeting minutes of September 1, 2022 as amended, seconded by Vice-Chair Hazelton. The vote was unanimous.

Chief Austin informed the Board that he was looking to **replace one of the part-time officers** as the officer did not have the time to commit to Hebron. Chief Austin reported to the Board on the officer that was interested in becoming a part-time officer in Hebron and their credentials. The Board authorized Chief Austin to move forward with the background check and start the hiring process.

8:06 P.M. **NON-PUBLIC SESSION:** Chair James moved to enter into non-public session, seconded by Selectman Moriarty. Rich James - yes Paul Hazelton - yes Pat Moriarty – yes

8:10 P.M. **OUT OF NON-PUBLIC SESSION:** Chair James moved to come out of non-public session, seconded by Vice-Chair Hazelton. Rich James - yes Paul Hazelton - yes Pat Moriarty – yes
Chair James moved to seal the minutes for five years, seconded by Vice-Chair Hazelton. Rich James - yes Paul Hazelton - yes Pat Moriarty – yes

8:10 P.M. **MEETING ADJOURNED:** Chair James moved to adjourn the meeting at 8:10 p.m., seconded by Vice-Chair Hazelton. The vote was unanimous.

Respectfully Submitted,

Karen Sanborn
Town Administrator

NOTE: Changes to the Select Board Meeting minutes will be reflected in the next set of minutes.