

TOWN OF HEBRON
SELECT BOARD MEETING MINUTES

MARCH 2, 2023

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

OTHERS PRESENT: Everett Begor (Gazebo Committee Member)

2:30 P.M. **COMMENCED MEETING:** Chair James commenced the meeting at 2:30 p.m.

2:30 P.M. **2023 GAZEBO BUDGET:** Everett Begor approached the Select Board to present the 2023 Gazebo Budget. Mr. Begor reviewed the Gazebo Programs scheduled for 2023 and 2024. Mr. Begor reviewed with the Board the proposed budget for the 2024 Gazebo Programs scheduled and noted that there are funds remaining in the 2022 Warrant Article that will cover the 2023 programs. Chair James signed the contract with Hell's Gate Display Fireworks for the 2023 display fireworks. A discussion was held regarding adding the Gazebo Programs funding to an account line in the town budget as opposed to an article on the town warrant each year. Since budgeting for the fiscal year encompasses two seasons of programs, this would allow the Select Board to allocate the funds necessary if there were a change in performers that may increase costs within this timeframe. Mr. Begor discussed with the Board a token of thanks for John LaCarte for serving on the Gazebo Committee for seven years. The Board felt something could be done at the first Gazebo Program. Mr. Begor relayed to the Board that he may be stepping down from the Gazebo Committee in two years.

3:04 P.M. **ACTION ITEMS:**

- The Select Board signed the **accounting manifests**.
- The Select Board signed the **Yield Tax Warrant** and the **Certification of Yield Taxes Assessed**.
- The Select Board reviewed the [report](#) from Audrey Johnson, Treasurer, regarding **outstanding ambulance bills from 2016 until 2021**. The proposal for writing off outstanding ambulance bills would comply with new procedures adopted by Comstar. The recommendations addressed in the letter have been reviewed and approved by Don Franklin (Town Auditor) and Tim Greene (Roberts & Greene, PLLC). Selectman Moriarty inquired about the percentage of actual revenues the town has received from ambulance service provided and the amount that had been written off. The Board approved the write-offs as recommended.

3:14 P.M. **DISCUSSION:**

- Ms. Sanborn informed the Board that **complete 2023 budget was unavailable** as she was still awaiting information from the Highway Department and Fire Department. Chair James asked Ms. Sanborn to provide him with a spreadsheet of the employees pay so the Board could review to address increases. The Board discussed proposed warrant articles for the upcoming town meeting as follows:
 - Bond article for the Community/Library Building
 - Hobart Hill Road grinding of the pavement and repaving the road
 - Pasquaney Lane, Favor Road, and a section at the end of Cooper Road – reverting back to the landowners
 - Annual capital reserve funds appropriation – use recommendations from the Capital Improvements Project Committee

- Dredging at the Hebron Memorial Beach – create a capital reserve fund to do the project in phases
- Capital Reserve Fund for cleaning up the Cockermonth River of debris
- The Board discussed the **dedication of the town report.**
- Ms. Sanborn informed the Board that the **Zoning Board of Adjustment has a meeting scheduled for March 28** and need a Select Board Member present as a chairman needs to be elected. Selectman Moriarty stated that he would be at that meeting.

4:09 P.M.

CORRESPONDENCE:

- Ms. Sanborn informed the Board that Tom Hahn (Forest Resource Consultants, LLC) **expects to complete the updated Hebron Town Forest Stewardship Plan by May 1, 2023.**
- Ms. Sanborn informed the Board that Chris Peterson (CP Mechanical) had been contacted about performing **maintenance on the HVAC system at the Town Office Building.** Ms. Sanborn noted that Mr. Peterson recommended performing the maintenance in April, 2023.
- Ms. Sanborn informed the Board that John Fischer (Emergency Management Director) would have the **Local Emergency Operations Plan updated** by March 26, 2023.

4:13 P.M.

ANY OTHER BUSINESS:

- Selectman Moriarty asked the Board if Ivan Quinchia (Lakes Region Planning Commission, Hebron Representative) had requested **funds for a culvert study to be performed.** At this time, there was no recollection of a request. Selectman Moriarty asked Ms. Sanborn if the funds received from the State of NH could be used for a study. Ms. Sanborn replied that she would investigate this.
- Chair James reported on the **Planning Board Meeting**, ~~as~~ Camp Mowglis was looking to construct a small building and the Board heard a continuation of the Greenwell subdivision on North Shore Road. The Board discussed the proposed George Road right-of-way that would have gone through this parcel to relocate the George Road/North Shore Road intersection. Selectman Moriarty agreed to speak with Alan Barnard (local surveyor) about the relocation of a portion of George Road.

4:29 P.M.

APPROVAL OF MINUTES: The Select Board reviewed the Select Board Meeting minutes of February 16, 2023 and made the following correction: page 2, under *Correspondence*, second bullet – insert “reviewed and approved” after “Invoice”. Selectman Moriarty moved to approve the Select Board Meeting minutes of February 16, 2023 as amended, seconded by Vice-Chair Hazelton. The vote was unanimous.

4:30 P.M.

MEETING ADJOURNED: Selectman Moriarty moved to adjourn the meeting at 4:30 p.m., seconded by Vice-Chair Hazelton. The vote was unanimous.

Respectfully submitted,

Karen Sanborn
Town Administrator