

TOWN OF HEBRON  
SELECT BOARD MEETING MINUTES

MAY 4, 2023

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

OTHERS PRESENT: Michelle Matthews, John Hilson and Mike Riess (Community Center/ Library Building Committee members), Arthur Burdette

- 2:00 P.M.      **NON-PUBLIC SESSION:** Chair James moved to enter into non-public session pursuant to RSA 91-A:3,I, seconded by Vice-Chair Hazelton. Rich James - yes Paul Hazelton - yes Pat Moriarty - yes
- 2:12 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
- 2:15 P.M.      **GEORGE ROAD RIGHT OF WAY:** Michelle Matthews approached the Select Board to discuss relinquishing the easement to ~~agree for a right-of-way to~~ the Town of Hebron, granted by David Jaques, to relocate George Road to a safer location on North Shore Road. Mrs. Matthews stated that the new owner's of 255 North Shore Road which abuts 8 George Road were not interested in giving the town a right-of-way through their property to relocate George Road. Mrs. Matthews reviewed the timeline with the Select Board for this project which has spanned over 20 years. Mrs. Matthews stated that her dad, David Jaques, is 86 and would like to see this resolved in his lifetime. Selectman Moriarty noted that the Board tried to work with Paul Sughrue (prior owner of 255 North Shore Road) to see this through but Mr. Sughrue did not agree with the recommendation by the town's engineerengineering firm. Chair James informed Mrs. Matthews that the Select Board would have to discuss this matter with town counsel ~~onto~~ proceed legally as funds had been allocated for this project by the townspeople. Selectman Moriarty discussed with Mrs. Matthews negotiating a section of property for the relinquishment of the right-of-way to straighten out the sharp corner on George Road. Mrs. Matthews commented that this may be able to happen in the future, but this matter needed to be settled first. Mrs. Matthews informed the Board that her dad had spent a lot of money on attorney's fees over the years and would like to have some compensation from the town. The Board declined to respond to compensation for the right-of-way. The Board assured Mrs. Matthews that this would be resolved as soon as legally possible. Mrs. Matthews stated that getting this resolved would remove the burden off her dad. Mrs. Matthews relayed her appreciation to the Board for everything they do for the town.
- 2:38 P.M.      **FOLLOW-UP AFTER COMMUNITY CENTER/LIBRARY BUILDING PUBLIC MEETING:** Mike Riess and John Hilson approached the Select Board to discuss moving forward with the project, if a favorable vote comes from the May 11, 2023, Town Meeting on this project. Mr. Riess reviewed the timeline for moving forward with updating the engineer plans, demolition of the Old Fire Station, and starting construction on the addition to the Public Safety Building. Mr. Riess informed the Board that Hess Engineering would be looking for \$12,000 for the revision of the plans based on recent changes due to the budget. At the public meeting on the Community Center/Library Project, a taxpayer inquired about the project interfering with wetlands and concerns with runoff to the Cockermouth River. Mr. Riess informed the Board that after the meeting he met with the concerned taxpayer and let him know that he would be willing to meet at the location to address any issues raised at the meeting. Mr. Riess informed the Board that a meeting had been set up for Friday, May 5, 2023 and informed the Board that he had asked

William Hess (Hess Engineering) to attend as well. Chair James suggested inviting Martha Twombly and Suzanne Smith (Conservation Commission Co-Chairs) to the meeting.

3:10 P.M.

**ACTION ITEMS:**

- The Select Board signed the **Raffle Permit application** for the Hebron Firefighters Association for a raffle to be held on June 10, 2023.
- The Select Board reviewed the **Tax Collector's Lien list for 2022**.
- The Select Board reviewed the **documents prepared by Union Bank** if the Community Center/ Library/ Emergency Shelter/ Public Safety Building project was approved at the May Town Meeting on May 11, 2023. Vice-Chair Hazelton moved to authorize Chair James to sign at the time Warrant Article #4 passes for the bond to be held by Union Bank, seconded by Selectman Moriarty. The vote was unanimous.

3:14 P.M.

**CORRESPONDENCE:**

- **Resignation letter** from James Whiteaker as a Beach Committee member
- Chair James informed the Board that **Chief Austin has agreed to take on the additional responsibility of having the Beach Attendant report to him**. The Board discussed with Chief Austin hiring another Beach Attendant to assist with evening hours or fill in when the current attendant was not available. Selectman Moriarty informed Chief Austin that the Select Board discussed with the Beach Committee moving the attendant out closer to the intersection of Lake Shore Drive and North Shore Road to turn vehicles around that did not have a Beach Permit for parking. Chief Austin suggested collecting data regarding the times of frequent use of the Hebron Memorial Beach before moving forward with the process to hire another attendant.
- State of NH Department of Revenue Administration – **2022 Total Equalized Valuation \$447,070,403**.
- Ms. Sanborn informed the Board that the **Local Emergency Operations Plan** was complete and needed signatures from the Board, Emergency Management Director, and each department head included in the plan. The Board agreed to sign the document once they have read the plan.

3:29 P.M.

**ANY OTHER BUSINESS:**

- Ms. Sanborn informed the Board that the **2023 Spring Tax Warrant** needed to be submitted to the Tax Collector, Carol Bears by May 15, 2023, which would require another meeting to be posted. Ms. Sanborn would inform the Board when the warrant was ready for signature once all of the data was entered into the software.
- Selectman Moriarty reported to the Board on the **Planning Board Meeting**.
- Chair James commented that the Board could discuss the **presentation of Warrant Articles** at the polls on Tuesday, May 9, 2023, in preparation for the 2023 Town Meeting that would be held on Thursday, May 11, 2023.
- Chair James discussed with the Board encouraging **Ben Hall, Highway Supervisor, to take courses related to the job** and compensate him for the time attending the classes.

3:35 P.M.

**EMERGENCY MANAGEMENT DIRECTOR POSITION:** The Select Board met with Arthur Burdette who has expressed interest in the position. Mr. Burdette informed the Board that he held the position as Emergency Management Director for the Town of Dorchester, NH and while in this position he obtained grants for reconstructing some of the roads. Mr. Burdette expressed the important role of the Highway Supervisor about documenting in detail the damage to town property during the storm in order to be prepared if the state declares the storm as a disaster based on the amount of damage. Chair James stated that a large part of the position

would be the ability to delegate responsibilities. Vice-Chair Hazelton commented to Mr. Burdette that it sounds like he had the qualifications and knowledge for the position. Chair James informed that the next step would be to get together with John Fischer (present Emergency Management Director). Chair James noted that, at this time, there is no budget for this position but informed Mr. Burdette that he would be compensated for his time. The Board thanked Mr. Burdette for meeting with them.

3:58 P.M.

**ANY OTHER BUSINESS (continued):**

- Ms. Sanborn relayed to the Board that **Sean Downey (Twin States Clean Energy Link) requested to be on the May 18, 2023**, Select Board Meeting agenda to discuss the new proposed electric transmission line in New Hampshire and Vermont.
- The Board reviewed the comments by Old Ridge Farm Trust members that pertain to **amendment number 1 on the town ballot** proposing changes to the current Wetlands Protection Overlay District in the Hebron Zoning Ordinance. Ms. Sanborn noted the reply from Tracey Steenbergen, Town Clerk.
- The Board reviewed the packets prepared for them by Audrey Johnson to propose an increase to the Comstar ambulance billing rates. Ms. Sanborn noted that the rates could be changed at any time, not just in December. Selectman Moriarty informed the Board that he would like to review this further with Ms. Johnson before agreeing to a change.

4:08 P.M.

**APPROVAL OF MINUTES:** The Select Board reviewed the Select Board Meeting minutes of April 20, 2023 and made the following changes: page 1, under *Highway Department – New Truck*, third sentence- change “both trucks” to read “the Mack dump truck and the International dump truck”, page 1, under *Discussion*, second bullet, first sentence – replace “Union Congregational Church- Hebron Community Hall during election day” with “Public Safety Building on Town Meeting day”, page 1, first bullet under *Discussion* – replace “to place” with “to be placed”, page 2, first bullet, top of the page, third sentence- remove “to” after “informed”, and page 2, third bullet under *Any Other Business* – replace “Block Grant” with “Finance Authority”. Chair James moved to approve the Select Board Meeting minutes of April 20, 2023 as amended, seconded by Vice-Chair Hazelton. The vote was unanimous.

The Select Board reviewed the Select Board Non-Public Session minutes of April 20, 2023. Chair James moved to approve the Select Board Non-Public Session minutes of April 20, 2023 as written, seconded by Vice-Chair Hazelton. The vote was unanimous.

4:14 P.M.

**MEETING ADJOURNED:** Vice-Chair Hazelton moved to adjourn the meeting at 4:14 p.m., seconded by Selectman Moriarty. The vote was unanimous.

Respectfully Submitted,

Karen Sanborn  
Town Administrator