

TOWN OF HEBRON
SELECT BOARD MEETING MINUTES
SEPTEMBER 21, 2023

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

Others Present: Travis Austin (Police Chief), Ben Hall (Highway Department Supervisor)

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

2:30 P.M. **HIGHWAY DEPARTMENT – PREPARING FOR SNOW PLOW SEASON:** The Select Board and Ben Hall discussed the upcoming winter and avoiding the plowing issues experienced last winter. Mr. Hall proposed to the Board increasing the private driveway plow rates by 15% and increasing the hourly rate to the private contractors as well. Ms. Sanborn stated that there is some surplus in the Snow Plow Account. Chair Hazelton moved to increase the fees for the 2023-2024 private driveway plowing by 15 percent rounding to the nearest dollar, seconded by Vice-Chair Moriarty. The vote was unanimous. The Board discussed with Mr. Hall addressing the pay to the private contractors to retain them through the winter. Mr. Hall suggested offering a base rate of pay for being available whether there is snow to plow or not. Mr. Hall noted that the State of NH Department of Transportation paid for a specific number of hours each week whether it snowed or not to retain the private contractors. Chair Hazelton moved to authorize Ben Hall, Highway Supervisor to pay the private contractors for ten (10) hours every two weeks when there is no snow and to increase the hourly rate by 20%, seconded by Selectman James. The vote was unanimous.

WINTER SAND AND SALT: Vice-Chair Moriarty informed Mr. Hall that the Conservation Commission has discussed a reduction in salt usage in Hebron. Mr. Hall commented that the salt used in Hebron was mixed with sand to keep the sand from freezing. Mr. Hall informed the Board that he had discussed with Tony Albert (retired NHDOT supervisor) using just salt on the very steep roads in town as the salt will clear the road faster and savestay on the roads once applied vs. the sand/salt mixture.

BRALEY ROAD – FEMA DECLARATION DECEMBER 24-26, 2023: Selectman James informed Mr. Hall that the Select Board agreed at the last meeting to move forward with the recommended mitigation project on Braley Road that would reduce the flow of the Cockermonth River once it crests over the road. The paving on Braley Road could be a warrant article after the mitigation project was completed. The Board thanked Mr. Hall for meeting with them.

2:45 P.M. **ACTION ITEMS:**

- The Select Board signed the **accounting manifests**.
- The Board reviewed the **Gathering Permits** submitted. One of the Gathering Permits was for a private gathering at a residence and did not require signatures as the event was not open to the public. The other Gathering Permit was from the Hebron Historical Society for the Annual Veteran’s Day Program. The Board signed the permit. Chair Hazelton moved to waive future Public Gathering Permit requirements for the Annual Veteran’s Day Program that is put on by the Hebron Historical Society, seconded by Vice-Chair Moriarty. The vote was unanimous.

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- The Select Board reviewed the **annual renewal for website hosting** and support with CivicCMS. Selectman James moved to authorize Chair Hazelton to sign the CivicCMS renewal document, seconded Vice-Chair Moriarty. The vote was unanimous.
- Ms. Sanborn informed the Board that Sandra Cummings, Deputy Treasurer, will be moving out of town and had to resign from her position. Ms. Sanborn informed the Board that Kathleen Tawa, Treasurer, has recommended **Audrey Johnson to be Deputy Treasurer**. Selectman James moved to approve the recommendation of Audrey Johnson as Deputy Treasurer, seconded by Vice-Chair Moriarty. The vote was unanimous.

2:50 P.M.

DISCUSSION:

- Ms. Sanborn confirmed the date with the Select Board for **reviewing the George Road right-of-way location** for Attorney Grandy as July 28, 2023.
- Ms. Sanborn relayed to the Board the request from the Library Trustees utilizing the Hebron Newsletter to **advertise for a new Librarian**. The Library Trustees have a temporary Librarian and want to use this time to search for a Librarian that would want to commit to a longer timeframe in the position. The Board agreed to this.
- Ms. Sanborn informed the Board of recently **approved legislation** regarding the review of sealed non-public session minutes. Ms. Sanborn informed the Board that she would draft a policy for review.

3:00 P.M.

CORRESPONDENCE:

- The results of the **survey performed by the Hebron Landscaping and Playground Committee** to have a playground area in town were reviewed.
- The **State Wide Education Property Tax calculation** for Hebron as of September 1, 2023 is \$590,518.
- The **Education Tax Warrant** for the Tax Year 2024 is \$536,802.

3:02 P.M.

ANY OTHER BUSINESS:

- Selectman James noted that the **photo opportunity with Hub66** was cancelled for this meeting but has been rescheduled for the first Select Board Meeting in October. Hub66 is planning to start streaming-stringing the fiber optics lines on the poles in November.
- Selectman James informed the Board that the **technological equipment for live streaming meetings was not defective** and worked properly when tested by the technician. Selectman James noted that he would be reinstalling the equipment next week and performing a test. The issue may be the town's firewall.
- Selectman James reported on the training he attended this week and felt the town should **develop an annual employee review process** as the Select Board does not work on a day-to-day basis with the employees. The employees deserve a fair evaluation.
- Vice-Chair Moriarty reported on **the Bridgewater, Hebron, Groton Steering Committee Meeting**. Vice-Chair Moriarty noted that the Newfound Area School District Board has expressed displeasure with the committee, is not willing to discuss negotiating to allow the high school students to go to Newfound Regional High School, if the towns successfully leave the district, and many of the residents are quite upset with the proposal. Vice-Chair Moriarty stated that other surrounding towns are in similar situations where the high school students go to

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other schools or other districts. Chair Hazelton felt a discussion with the Plymouth High School should be on the schedule soon. Ms. Sanborn asked the Board about discussing with town counsel the need for a special meeting. The Board authorized Ms. Sanborn to proceed.

- Chair Hazelton followed up with Ms. Sanborn on the **ex-officio member on the Historic District Commission from the Planning Board and a representative from the Hebron Common Landscape and Playground Committee on the Historic District Commission**. Ms. Sanborn noted that Ivan Quinchia (Planning Board Chair) had not heard from the Planning Board Member asked to be the ex-officio member. Ms. Sanborn commented that the Hebron Common Landscape and Playground Committee member would have to become a member on the Historic District Commission, which they may not be interested in. Ms. Sanborn suggested that a representative go as a non-member to the Historic District Commission meetings to discuss their proposals for the Hebron Common.
- Ms. Sanborn relayed to the Board the **forestry training** will take place at Tenney Mountain Ski Area on Saturday, September 23, 2023 at 7:30 a.m. and were invited if interested.
- Chair Hazelton informed the Board that he would be contacting **Kent Brown (Brown Engineering) about sending a letter to NH Department of Environmental Services** regarding the impact to Newfound Lake with the higher lake level and the effects to the lake.
- Selectman James discussed with the Board preparing the **Hub66 Memorandum of Understanding for signature** for the next meeting based on changes to the document pending review by town counsel.

3:25 P.M. **APPROVAL OF THE MINUTES:** The Select Board reviewed the Select Board Meeting minutes of September 7, 2023 and made the following corrections: page 1, under *Newfound Area School District (NASD)- Hebron School Board Representative*, third sentence – change “overall Hebron” to “overall Groton”, and page 1, *Newfound Area School District (NASD)- Hebron School Board Representative*, fifth sentence– replace “Board” with “Steering Committee”, page 2, first sentence top of the page – replace “sees” with “perceives” and page 2, under *FEMA Disaster Declaration December 24-26, 2022 Update* – insert “FEMA” between “recent meeting”. The Select Board reviewed the Select Board Meeting minutes of September 7, 2023. Chair Hazelton moved to approve the Select Board Meeting minutes of September 7, 2023 as amended, seconded by Vice-Chair Moriarty. The vote was unanimous.

3:28 P.M. **MEETING ADJOURNED:** Selectman James moved to adjourn the meeting at 3:28 p.m., seconded by Vice-Chair Moriarty. The vote was unanimous.

Respectfully submitted,

Karen Sanborn
Town Administrator

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