

TOWN OF HEBRON  
SELECT BOARD MEETING MINUTES  
DECEMBER 21, 2023

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

OTHERS PRESENT: John Fischer (Emergency Management Director), Maynard Young (Fire Department)

ABSENT: Paul Hazelton (previous engagement)

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

2:30 P.M.        **EMERGENCY MANAGEMENT DIRECTOR - UPDATE:** John Fischer approached the Select Board to give an update on the December 24-26, 2022, Declaration. Mr. Fischer informed the Board that the town has received the first reimbursement and was notified of the payment forthcoming for the Braley Road and Valley View Road damage for repaving. This project must be completed by September 2024 to receive reimbursement. Mr. Fischer informed the Board that he would discuss further with the Federal Emergency Management Agency (FEMA) options for the paving projects.

**RELOCATION OF THE EMERGENCY MANAGEMENT DIRECTOR'S OFFICE:** Selectman James discussed with Mr. Fischer relocating the daily operations of the Emergency Management Director. Mr. Fischer was concerned with efficient communications when the Emergency Operations Center (E.O.C) needs to be activated in town. Mr. Fischer expressed concerns about being removed from the Public Safety Building where all the information needs to be to communicate with emergency personnel during the emergency. Selectman James informed Mr. Fischer that he could set up the Welfare Office/Compliance Office for day-to-day operations and utilize the upstairs meeting room for the E.O.C. Mr. Fischer informed the Board of the computers, computer screens, a laptop computer, and the large desk to spread out materials needed for the E.O.C. The Board asked Mr. Fischer to think about the location and get back to them.

3:05 P.M.        **PUBLIC SAFETY BUILDING GENERATOR:** Maynard Young approached the Select Board to inform them of the recent inspections performed on the town generators. The generator at the Public Safety Building needs a new radiator. Mr. Young handed the Board the estimate of \$9,476 for replacing the radiator. Mr. Young stated that the generator is 20 years old, which should be taken into consideration regarding future repairs. Mr. Young handed the Board the estimate for the repairs needed on the generator located at the Highway Garage in the amount of \$563. Mr. Young informed the Board that, if they were to be repaired, the springtime would be a better time to do the work. Selectman James asked Mr. Young if a warrant article was needed for a new generator. Mr. Young felt that addressing the repairs under the General Government Buildings Capital Reserve Fund would be a better idea, but the Board could propose creating a specific capital reserve fund for Generator Repairs/Replacement. Vice-Chair Moriarty stated that the funds had to be utilized for the purpose designated and wondered if the General Government Buildings Capital Reserve Funds was too specific.

**NEW AMBULANCE COST UPDATE:** Mr. Young presented the Board with additional invoices for equipment that is needed specifically for the new ambulance. The current stretcher in the ambulance has leaky hoses that need to be addressed as well as modifying the stretcher to fit into the ambulance, new radios have been ordered for the ambulance and updated for modern communication, and the price on the ambulance increased \$2,661 based on the time the contract was submitted. The Board asked Ms. Sanborn to invite Chief Moulton to the next Select Board Meeting to address the additional expenses.

3:15 P.M.

**ACTION ITEMS:**

- The Select Board signed the **accounting manifests**.
- The Select Board signed the Lakes Region Household Hazardous Product Collection Program **2024 Letter of Commitment**.
- The Select Board signed the **2023 Tax Collector's Refund** request due to overpayment of property taxes.
- The Select Board signed the **Tax Collector's Property Tax Supplemental Warrant** for a tax bill that was not generated.
- Selectman James moved to authorize Vice-Chair Moriarty to sign the request to **transfer funds from the Snowplow Account to the General Fund** to reimburse for administrative costs, seconded by Vice-Chair Moriarty. The vote was unanimous.
- Selectman James moved to adopt the **Emergency Management Director job description**, seconded by Vice-Chair Moriarty. The vote was unanimous.
- The Board signed the **letter to a taxpayer over behavioral concerns** demonstrated towards a town employee at their place of employment. Vice-Chair asked Ms. Sanborn to hold the letter until Chair Hazelton was present to sign the letter.
- Ms. Sanborn presented the Board with a **corrected letter for Primex3** to obtain an accident report on behalf of Hebron.
- Selectman James authorized Vice-Chair Moriarty to sign the **ACH payment to Hub66** as reimbursement for the Fiber Optics Project, seconded by Vice-Chair Moriarty. The vote was unanimous.

3:28 P.M.

**DISCUSSION ITEMS:**

- The Board reviewed the **News Brief from the Bridgewater-Hebron-Groton Steering Committee**. Vice-Chair Moriarty wanted to edit the document before it is sent to the taxpayers.
- Ms. Sanborn informed the Board that the **Resolution needed to be voted on regarding the updates made to the flood plain maps** before the Planning Board could update the Flood Plain Ordinance. Vice-Chair Moriarty asked Ms. Sanborn if this still had to be on the ballot for voting at the May Town Meeting. Ms. Sanborn would discuss this with Katie Paight, (Office of Planning and Development). Selectman James moved that pursuant to RSA 674:57, by resolution of the Board of Selectmen, all lands designated as special flood hazard areas by the Federal Emergency Management Agency (FEMA) in its "Flood Insurance Study for the County of Grafton, NH" dated February 8, 2024, together with the associated Flood Insurance Rate Maps Panels 33009C0977F, 33009C0991F, 33009C0997F, 33009C0983F, 33009C0984F, 33009C0985F, 33009C0990F, 33009C0991F, 33009C0992F, 33009C0993F, 33009C1005F, AND 33009C1011F dated February 8, 2024, are declared to be

part of the Town of Hebron Zoning Ordinance and are hereby incorporated by reference, seconded by Vice-Chair Moriarty. The vote was unanimous. The Board signed the resolution.

3:35 P.M.

**CORRESPONDENCE:**

- **Estimate from Newfound Lawncare** for the upcoming budget in 2024.
- The **paid Municipal Promissory Note** from Union Bank for the addition and renovations to the Academy Building.
- **Notice from DrummondWoodsum** Attorney at Law - hourly rates for 2024.
- **Notice from the State of NH Department of Environmental Services** regarding the decision on determination of lake level - Newfound Lake.

3:39 P.M.

**ANY OTHER BUSINESS:**

- Selectman James updated the Board on the **progress Hub66 is making running the fiber optic lines** through town and on Route 3-A for the Fiber Optics Project. New customers should be able to obtain fiber optics for their homes by mid-February. The Town of Hebron town buildings could connect for a fixed rate.
- The Board opted for the **regular maintenance plan and software updates** through Certified Computer Solutions Inc. for 2024.
- Selectman James updated the Board on the **Coalition Communities 2.0 meetings** with regards to the recent rulings on the Rand Et Al v. State of NH and Con-val vs. State of NH for funding education and distributing the Statewide Excess Property Taxes to the poorer communities. The Town of Hebron would have to raise an additional \$279,000 to the State of NH for this purpose.
- Vice-Chair Moriarty updated the Board on the Bridgewater-Hebron-Groton Steering Committee meeting. The Board discussed holding a **public hearing at the same time as the Town of Groton and the Town of Bridgewater in January**. Selectman James felt that an informational hearing would be beneficial to the Town of Hebron taxpayers as our annual meeting is in May. A public hearing should be held closer to the May Town Meeting. Vice-Chair Moriarty stated that the public should be made aware that any amendments to the article would result in the article failing as all three towns would need the exact same amendment to pass.
- Ms. Sanborn informed the Board that **damage was done to the recently paved Bear Mountain Road** during last winter by Hardy Country Snowmobile Club's groomer. Ms. Sanborn informed the Board that Ben Hall, Highway Supervisor had already spoke with a representative of the club regarding the damage. The Board asked Ms. Sanborn to invite Mr. Hall and a representative of the club to the next Select Board Meeting.
- Ms. Sanborn informed the Board that the Tax Collector, Carol Bears and the Town Clerk, Tracey Steenbergen had reported to the office that their **customer service access windows do not stay up and have to be propped open** with a pvc pipe. The Board asked Ms. Sanborn to contact Dan Bagglely (Conneston Construction, Inc.) to obtain the manufacturer of the windows. The manufacturer should stand by their product.
- Selectman James moved to **withdraw the funds necessary for purchasing the new ambulance from the EMS Capital Reserve Fund and the Fire Capital Reserve Fund**, seconded by Vice-Chair Moriarty. The vote was unanimous.

4:18 P.M.

**APPROVAL OF THE MINUTES:** The Select Board reviewed the Select Board Meeting minutes of December 7, 2023 and made the following correction: page 2,

second bullet from the top of the page, last sentence - change “loose” to “lose”.  
Selectman James moved to accept the Select Board Meeting minutes of December 7,  
2023 as amended, seconded by Vice-Chair Moriarty. The vote was unanimous.

4:35 P.M.     **MEETING ADJOURNED:** Selectman James moved to adjourn the meeting at 4:35  
p.m., seconded by Vice-Chair Moriarty. The vote was unanimous.

Respectfully Submitted,

Karen Sanborn  
Town Administrator