

TOWN OF HEBRON
SELECT BOARD MEETING MINUTES
JANUARY 4, 2024

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

OTHERS PRESENT: Jamie Moulton (Fire Chief), Deborah Goodman (Beach Committee Member), Ben Hall (Highway Supervisor)

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

2:30 P.M. **PUBLIC HEARING:** Chair Hazelton opened the public hearing to accept the Special One Time Bridge Payment from the State of New Hampshire, Department of Transportation in the amount of \$10,554.30 in accordance with House Bill 2. These funds can only be used for maintenance or construction, or reconstruction of municipally owned bridges. With no further comments, Chair Hazelton closed the public hearing at 2:40 p.m. Selectman James moved to accept the Special One Time Bridge Payment from the State of New Hampshire, Department of Transportation, seconded by Vice-Chair Moriarty. The vote was unanimous.

The Board discussed the tree and the debris brought down the Cockermouth River with the latest storm that would be pressing against the Hebron Town Forest bridge when the river floods again. Chief Moulton informed the Board that he was working with John Fischer (Emergency Management Director) on obtaining an estimate from a local tree service to remove the tree from the river. If the Cockermouth River floods again, the tree could shift directions causing all debris coming down the river to dam up and press against the bridge. Vice-Chair Moriarty informed Chief Moulton that a reserve fund was created specifically to remove debris from the Cockermouth River.

Deborah Goodman asked the Board for an update on the dredging of the Hebron Memorial Beach. Chair Hazelton informed Mrs. Goodman of the meetings held with the engineer, Newfound Lake Region Association, and the State of NH Department of Environmental Services did not go as well as expected regarding supporting the project. Chair Hazelton commented that towns have successfully dredged their town beaches and that there will be future meetings with the engineering firm to determine the best route for Hebron. Mrs. Goodman informed the Board that it is not just the leaves building up in the beach area, but silt and now the weeds are growing as well. Chief Moulton commented that all the tributaries are adding silt into Newfound Lake.

2:58 P.M. **FIRE DEPARTMENT -UPDATE:** Chief Moulton approached the Select Board to give an update on various projects happening in the Fire Department. Chief Moulton expressed concerns with the internet in the Public Safety Building as the connection goes in and out. Chief Moulton handed the Board an estimate from Mango Security Systems to repair the connection to the fire alarm system in the building. The estimate was reviewed. Chief Moulton explained the current issues with the system and Selectman James felt the phone company should be contacted first based on the issues. Selectman James informed Chief Moulton that soon all the town buildings would be connected to fiber optics which should address internet issues.

NOTE: Any changes to the minutes would be reflected in the next set of Select Board Meeting minutes.

Chief Moulton updated the Board on the status of the new ambulance. Selectman James asked Chief Moulton to explain the additional costs associated with the ambulance and the reason for the increase in the price of the ambulance. Chief Moulton apologized to the Board as he thought more of the interior equipment for was included in the ambulance was included in the price quoted than he is now finding out. Chief Moulton discussed with the company building the ambulance to see what equipment could be retrofitted from the old ambulance. Vice-Chair Moriarty advised Chief Moulton that \$20,000 is considered a capital expense which is a significant amount to ask the Select Board to expend out of the funds without town approval. This has never happened in Hebron. Selectman James asked Chief Moulton to talk with Chief Austin about some of the electrical connections as he has saved the town money with final set up of the town police cruisers. Selectman James discussed with Chief Moulton the recent write-up in the Hebron newsletter for the proposed purchase of a Stryker Xpedition Electric Stair Chair with the additional costs added to the new ambulance. Chief Moulton informed the Board that this had not been ordered, half of the costs are coming from the Hebron Fire Department Improvement Fund with the balance funded through the Fire Department budget. There have been donations to the Fire Department towards the stair chair. Selectman James recommended fundraising the balance of the purchase. Chair Hazelton expressed concerns to Chief Moulton that many of the conversations with the Board where you start off apologizing need to change to bringing the Board up to date beforehand.

Vice-Chair Moriarty informed Chief Moulton that the Board had a conversation with John Fischer (Emergency Management Director) about moving out of the current office in the Public Safety Building. Mr. Fischer had made the argument that the ideal location of the Emergency Operation Center during an emergency is the Public Safety Building to keep in touch with the employees of the Fire Department and the Police Department. Selectman James asked Chief Moulton if the finances had been researched to have the employees at the station overnight. Chief Moulton stated that an overnight rate would be given in the amount of \$60 and during any calls that the employees respond to the employee would receive their hourly pay for the call. Vice-Chair Moriarty questioned the number of employees on the shift would have to be two. Chief Moulton replied yes. Chair Hazelton asked Chief Moulton when overnight shifts would start. Chief Moulton replied that the two rooms for sleeping quarters need to be cleaned and set up before this can start.

Chief Moulton handed the Board the ambulance and fire statistics for 2023.

Chief Moulton inquired about building codes and the process for reviewing building permits. Vice-Chair Moriarty replied that the Compliance Officer reviews the building permits to ensure they comply with the Hebron Zoning Ordinance. The Town of Hebron has not adopted the International Building Code.

Selectman James impressed upon Chief Moulton the importance of turning in invoices to the Administrative Assistant, Alison York, in a timely manner and ensuring that invoices are reviewed and signed-off on for prompt payments. Invoices need to be received in the office long before the due date.

3:45 P.M. **HIGHWAY DEPARTMENT – UPDATE:** Ben Hall approached the Select Board to discuss some issues with regards to town roads and current projects. Mr. Hall informed

NOTE: Any changes to the minutes would be reflected in the next set of Select Board Meeting minutes.

the Board that the **leaves are being removed from the Hebron Memorial Beach** and they would need to be cleaned up in the spring as well.

Mr. Hall informed the Board that he met with the President of the Hardy Mountain Snowmobile Club, Jim Lerner regarding the **damage done to Bear Mountain Road**. This road was reclaimed and paved by the Highway Department in 2022 and the damage happened in the 2022/2023 snowmobile season. Mr. Hall informed the Board that the snowmobile groomer's cleats dig into the pavement and more so when the equipment is turning on the pavement. Mr. Hall reported to the Board that there is a section on Bear Mountain Road that the groomer travels down and turns back onto the trail resulting in deep concave holes in the pavement. Mr. Hall informed the Board that he had made suggestions to Mr. Lerner to address the issue and prevent this from being repeated this year. Chair Hazelton felt the options given by Mr. Hall were reasonable as it cost the town \$100,000 to pave the road. Mr. Hall informed the Board that he spoke with other Highway Supervisors with trails in their towns and heard that the snowmobile club donates funds to the highway department. The Board asked Ms. Sanborn to invite Mr. Lerner to the next Select Board Meeting to discuss a solution to this issue.

Mr. Hall expressed concerns to the Board with regards to the expenses to the **road repairs made as a result of the January 2, 2024 storm**. The roads with significant repairs were Berea Road, Butternut Ridge, Braley Road, Pike Hill Road, Stokes Road, and George Road.

Selectman James asked Mr. Hall for the status of purchasing a **new truck for the Highway Department**. Mr. Hall informed the Board he received a quote from Reeds Trucks and was not happy with the trade in values offered for the International Terra Star or the Mack triaxle. The Board asked Mr. Hall to have a quote prepared for a warrant article for the upcoming May Town Meeting and recommended contacting more than one dealership.

4:17 P.M.

ACTION ITEMS:

- The Select Board signed the **accounting manifests**.
- Chair Hazelton signed the **Animal Shelter Services Agreement with the Upper Valley Humane Society**.
- The Select Board signed **two Notice of Intent to Cut Wood forms** for Tax Map 2 Lot 007.001 and Tax Map 2 Lot 007.002.
- Chair Hazelton signed the **letter to the property owner** that acted inappropriately towards an employee.

4:23 P.M.

CORRESPONDENCE:

- Ms. Sanborn provided **updates on the pending legal cases**.
- Reminder from Rachel Sears, Director Floodplain Management Division, Mitigation Directorate/ FEMA – to **adopt the floodplain management measures** to comply with the National Flood Insurance Program.

4:26 P.M.

ANY OTHER BUSINESS:

- Selectman James gave the Board an **update on the Fiber Optics Project** and getting the town buildings connected.
- Vice-Chair Moriarty reported to the Board on the **Bridgewater-Hebron-Groton Steering Committee** and the discussion for a public hearing on the warrant

NOTE: Any changes to the minutes would be reflected in the next set of Select Board Meeting minutes.

articles. The Select Board agreed to hold a public meeting on February 16, 2024 in the basement of the Hebron Union Congregational Church.

- The Board scheduled the **budget meetings with the department heads, commissions, boards, and committees** for Wednesday, February 21 and Thursday, February 22, 2024. The Board requested the preliminary budgets to be submitted a week in advance of the meetings.

4:58 P.M. **APPROVAL OF THE MINUTES:** The Select Board reviewed the Select Board Meeting minute of December 21, 2023. Selectman James moved to approve the Select Board Meeting minutes of December 21, 2023 as written, seconded by Vice-Chair Moriarty. Vice-Chair Moriarty and Selectman James voted in favor of the motion. Chair Hazelton abstained. The motion passed.

5:00 P.M. **MEETING ADJOURNED:** Selectman James moved to adjourn the meeting at 5:00 p.m., seconded by Vice-Chair Moriarty. The vote was unanimous.

Respectfully submitted,

Karen Sanborn
Town Administrator