

TOWN OF HEBRON, NH
SELECT BOARD MEETING MINUTES
MAY 20, 2021

PRESENT: Paul Hazelton; Richard James; Patrick Moriarty; John Dunklee, Acting Town Administrator; Tracey Steenbergen, Recording Clerk pro tempore

OTHERS PRESENT: Dan and Julieta MacPherson; Colleen Tewksbury; Lynn Comeau; Cindy Newton; Karl Braconier; Donald Musial, Town Compliance Officer; Matt Hughes; Suzanne Appleton; and Travis Austin, Police Chief.

Chair Hazelton opened the meeting at 7:00 PM

1. **NOISE COMPLAINT:** Colleen Tewksbury, Lynne Comeau, and Dan and Julietta MacPherson approached the board to voice their concerns relating to Tax Map 2, Lot 12-3. Mrs. Tewksbury, Mrs. Comeau, and Mr. and Mrs. MacPherson informed the Select Board of various noise-related and dog-related issues concerning this property. Also, the location of where the fifth-wheel camper is parked is blocking sight-distance for abutters trying to pull onto North Mayhew Turnpike (Route 3-A). Police Chief Travis Austin stated if there is a dog-related complaint, the police department needs to be contacted so an officer may address the situation with the dog's owner. The Select Board will review the complaint, but the town does not have a noise ordinance. Donald Musial, the town's Compliance Officer, will try to make contact with the owners of Tax Map 2, Lot 12-3 to discuss potential zoning/building permit issues. Mrs. Tewksbury, Mrs. Comeau, and Mr. and Mrs. MacPherson thanked the board for meeting with them and listening to their concerns.
2. **ZONING VIOLATION - FENCE:** Donald Musial, Compliance Officer, reviewed with the board a zoning violation for Tax Map 19A, Lot 21. A fence installed on the property violates the maximum height of four feet as stipulated in the town's zoning regulations. The Compliance Officer read aloud an excerpt from the town's zoning regulations relating to fence height. To exceed the maximum height, a special exception must be granted through the town's Zoning Board of Adjustment (ZBA). The owner of Tax Map 19A, Lot 21 provided a picture of the subject fence to the Select Board. The owner also provided background information to the Select Board as to why a fence was installed and that he considers the fence temporary. The Select Board encouraged the property owner to submit a building permit for the fence. If the submitted application lists a fence height of greater than four feet, the permit will be denied and an Application for Appeal may then be submitted to the ZBA for a special exception.
3. **NOISE COMPLAINT:** Suzanne Appleton approached the Select Board and read aloud a letter providing background information concerning noise occurring at Tax Map 18, Lot 28. Mrs. Appleton stated a chainsaw and other equipment are creating a noise disturbance in the neighborhood relating to a firewood processing operation. Donald Musial, the town's Compliance Officer, stated the property owner may need to seek a site-plan review before the Planning Board if a business is being conducted from the property. Mr. Musial will contact the property owner to review the potential business usage at Tax Map 18, Lot 28. Mrs. Appleton thanked the Select Board for listening to her concerns.

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4. **BEACH COMMITTEE:** Cindy Newton, Chair of the Beach Committee, reviewed the Beach Attendant's job description with the Select Board. Mrs. Newton asked for the job description to be placed on town letterhead.
5. **CORRESPONDENCE:**
 - The Select Board reviewed a letter from B.A. Barnard Enterprises, Inc. The NH Department of Environmental Services is asking B.A. Barnard Enterprises, Inc. to request the town to confirm Tax Map 18A, Lot IP-14 has been taxed by the town as a four-bedroom house. Selectman James will contact the NH Department of Environmental Services for clarification.
6. **ACTION ITEMS:**
 - The Select Board signed the 1st issue 2021 property tax warrant
 - **Richard James moved and Pat Moriarty seconded the motion to authorize Paul Hazelton to sign the contract with the Lakes Region Planning Commission for the road inventory – motion passed.**
7. **TOWN BOARD APPOINTMENTS:**
 - The Select Board accepted the resignation of Ileana Saros from the Zoning Board of Adjustment.
 - **Richard James moved and Pat Moriarty seconded the motion to appoint the following individuals to the various town boards as outlined below – motion passed.** The expiration date of an individual's term is listed in parenthesis.
 - i. Cemetery Sextons: Doug Merrill (May 2024); Donald Merrill (May 2024)
 - ii. Conservation Commission: Patrick Moriarty (regular member - May 2024); Donald Musial (regular member - May 2024)
 - iii. Historic District Commission: John Dunklee (regular member - May 2024); Anne Hardy (regular member - May 2024); Curtis Mooney (regular member – May 2023 to fill the term of Roger Larochelle); Roger Larochelle (alternate member – May 2022 to fill the term of Curtis Mooney)
 - iv. Planning Board: Ivan Quinchia (regular member - May 2024); John Sheehan (alternate member - May 2024); Roger Larochelle (alternate member - May 2024)
 - v. Zoning Board of Adjustment: Douglas McQuilkin (regular member – May 2024); Curtis Mooney (regular member – May 2024); Roger LaFontaine (regular member – May 2023 to fill the term of Ileana Saros)
8. **ELECTION OF SELECT BOARD CHAIR PERSON/VICE-CHAIR PERSON:**
 - **Paul Hazelton moved and Richard James seconded the motion to appoint Patrick Moriarty as the Select Board chair person – motion passed with Selectman Moriarty abstaining.**
 - **Paul Hazelton moved and Patrick Moriarty seconded the motion to nominate Richard James as the Select Board vice-chair – motion passed with Selectman James abstaining.**

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- The Select Board will maintain the same town board assignments as the previous year. Selectman James will be appointed to one or more of the town boards at the next Select Board meeting.
9. **COMPLIANCE OFFICER – BUILDING PERMIT:** Donald Musial, Compliance Officer, informed the Select Board the owner of Tax Map 2, Lot 3 is building a garage and a building. The current driveway enters onto Wade Road and will be used to transport concrete and building materials onto the property. A new driveway that enters onto Pike Hill Road will be constructed after the concrete and building materials have been delivered. The old driveway will then be discontinued and closed off. **Selectman James moved and Selectman Moriarty seconded the motion to approve the building permit with the stipulations of constructing a new driveway and discontinuing the old driveway as outlined above – motion passed.** The Compliance Officer will include the stipulations on the building permit.
10. **DISCUSSION ITEMS:**
- Selectman James informed the other board members the new phone system is ready to be implemented. An article will be placed in the next town newsletter concerning the new phone system.
 - Selectman James spoke with Mango Security Systems about operating the fire alarm panel and the panic alarms through the internet for cost saving reasons. There will be some upfront costs, but the town should save on the monthly fee.
 - Pemi River Fuels graciously extended a discount on the recent fill-up of the generator propane tanks.
 - The Select Board discussed the adverse opinion issued by the town’s external auditors (Roberts and Greene, PLLC) for not depreciating town assets. Selectman Moriarty will contact Roberts and Greene, PLLC to propose a meeting to discuss the 2020 town audit.
 - The Select Board will discuss at the next meeting the town’s tax-exempt organizations and property taxation.
 - The Select Board discussed the Fire Department survey. The Fire Department received high marks. Recruitment efforts need to be updated/addressed.
 - A letter has been sent to Conneston Construction, Inc. concerning the heat pump problems and Total Climate Control.
 - Repairs to the exterior door to the basement have been made.

11. **MEETING MINUTES:**

- The minutes of the May 6, 2021 Select Board meeting were reviewed. Correction under Item 5, Other Business, second bulleted item – change “Town regulations allow for only two lots serviced by one driveway.” to “*Town regulations allow for two lots to be serviced by one driveway by special exception.*” **Selectman James moved and Selectman Moriarty seconded the motion to accept the minutes as amended – motion passed.**
- The Select Board reviewed the non-public minutes of May 6, 2021. **Selectman James moved and Selectman Moriarty seconded the motion to accept the non-public minutes as presented.**

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12. NON-PUBLIC SESSION

- Selectman James moved to enter non-public session pursuant to RSA 91-A:3, II(a), seconded by Selectman Moriarty. Roll call: Chair Hazelton – yes; Selectman James – yes; Selectman Moriarty – yes.

13. OUT OF NON-PUBLIC SESSION

- Selectman James moved to come out of non-public session, seconded by Selectman Moriarty. Roll call: Chair Hazelton – yes; Selectman James – yes; Selectman Moriarty – yes.

14. MEETING ADJOURNED

- **Selectman Moriarty moved and Selectman James seconded the motion to adjourn the meeting at 9:25 PM – motion passed.**

Respectfully submitted,

Tracey Steenbergen,
Recording Clerk pro tempore

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