

TOWN OF HEBRON
SELECT BOARD MEETING MINUTES
OCTOBER 7, 2021

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

OTHERS PRESENT: Rebecca Hanson (Executive Director of Newfound Lake Region Association), Parker Griffin and Martha Twombly (Board Members of Newfound Lake Region Association), Cindy Newton, James Whiteaker, and Deborah Goodman (Beach Committee Members), John Poulos (General Maintenance)

ABSENT: Paul Hazelton

6:30 P.M. **OPENED MEETING:** Chair Moriarty commenced the meeting.

6:30 P.M. **NON-PUBLIC SESSION:** Chair Moriarty moved to enter into non-public session pursuant to RSA 91-A:3 II(b), seconded by Vice-Chair James. Pat Moriarty - yes Rich James - yes

7:08 P.M. **OUT OF NON-PUBLIC SESSION:** Vice-Chair James moved to come out of non-public session, seconded by Chair Moriarty. Pat Moriarty - yes Rich James - yes The motion passed. Vice-Chair James moved to seal the minutes for five years, seconded by Chair Moriarty. Pat Moriarty - yes Rich James - yes The motion passed.

7:10 P.M. **NEWFOUND LAKE REGION ASSOCIATION:** Rebecca Hanson, Parker Griffin, and Martha Twombly approached the Select Board to discuss the recent letter sent by the Select Board for the Newfound Lake Region Association (NLRA) to consider an agreement with the town as other non-profit organizations known as a Payment in Lieu of Taxes (P.I.L.O.T). Chair Moriarty informed Mrs. Hanson that discussion came about amongst the Board where the summer camps have large tracts of land and do contribute to the town budget through the P.I.L.O.T. The only two organizations that did not, but have large tracts of waterfront property were the Audubon Society of NH and the NLRA. Chair Moriarty noted that properties that do not pay taxes puts the burden on the rest of the taxpayers. Mrs. Hanson commented that property categorized under land conservation puts less of a draw on municipal services. Vice-Chair James informed Mrs. Hanson that the Board was looking for a fair-token proposal from NLRA as a contribution towards the P.I.L.O.T. Mrs. Hanson clarified that the \$2,000 annual contribution from the town should be kept separate from any P.I.L.O.T Agreement. The Board agreed. Mrs. Hanson would get back to the Board with a proposal.

7:22 P.M. **BEACH COMMITTEE – WINTER BEACH PASS ENFORCEMENT:** Cindy Newton, Jim Whiteaker, and Deborah Goodman approached the Select Board to address enforcement of winter parking permits at the Hebron Memorial Beach. As the Select Board supports requiring a Beach Parking Permit year-round, Mrs. Newton felt that publicizing this to the public and more Police presence would reinforce the requirement of the permit for parking. Mr. Whiteaker recommended that an officer be present during the fishing derby weekends as the parking usually fills up with people from out of town or state.

Chair Moriarty discussed with the Beach Committee the concerns from the abutter to the Hebron Memorial Beach about getting the jetty removed as it is located on the abutter's property. Mr. Whiteaker stated that the jetty would be removed by the end of spring.

Vice-Chair James informed the committee that the Select Board is pursuing dredging the beach-mouth of the Cockermouth River – Sanborn channel.

Chair Moriarty discussed with the committee adding more parking for the kayakers in front of the swing set area. Mrs. Newton had concerns with parking too close to the swing sets as the children play in that

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area. Chair Moriarty clarified the area which could be used as there was a buffer of trees that could be left in place as not to encroach where children would be playing.

7:30 P.M. **TOWN BUILDING MAINTENANCE:** John Poulos approached the Select Board to discuss the condition of the town buildings and the level of maintenance to be performed on each building. Vice-Chair James stated that preventative maintenance would be the best approach for the buildings. Mr. Poulos informed the Board that he would be preparing an annual building maintenance schedule as he becomes familiar with the buildings. Mr. Poulos reviewed with the Board projects to be prioritized by the Board.

7:54 P.M. **NON-PUBLIC SESSION:** Vice-Chair James moved to enter into non-public session pursuant to RSA 91-A:3,II(a), seconded by Chair Moriarty. Pat Moriarty - yes Rich James - yes

8:07 P.M. **OUT OF NON-PUBLIC SESSION:** Vice-Chair James moved to come out of non-public session at 8:07 p.m., seconded by Chair Moriarty. Pat Moriarty - yes Rich James - yes Vice-Chair James moved to seal the minutes for five years, seconded by Chair Moriarty. Pat Moriarty - yes Rich James - yes

8:08 P.M. **ACTION ITEMS:**

- The Select Board signed the **accounting manifest**.
- Ms. Sanborn reported to the Board that the Library Trustees recommend **George Bolln, Deborah James, and Serena Mason be appointed as alternate Library Trustees**. Chair Moriarty moved to appoint George Bolln and Serena Mason as alternate Library Trustees, seconded by Vice-Chair James. The vote was unanimous. Chair Moriarty tabled the appointment of Deborah James until the next meeting.
- Ms. Sanborn informed the Board that Tracey Steenbergen (Forest Resource Consultants, LLC) inquired about the **Select Board attending the next Conservation Commission meeting** to begin the process of updating the Hebron Town Forest Management Plan. Chair Moriarty agreed that Forest Resource Consultants could meet with the Conservation Commission and relay the recommendations of updating the plan to the Select Board.
- Ms. Sanborn reviewed with the Board the recommended **adjusting entry for liabilities from the Special Duty account** to reimburse the General Operating account. The Board approved the adjusting entry.
- Ms. Sanborn informed the Board that the **2021 MS-535 would be ready for signature** once Tim Greene (Roberts & Greene PLLC) addresses questions with a couple of the figures included in the document.
- Ms. Sanborn informed the Board that a **representative from Audubon Society of NH** was unable to meet this evening and was looking for another date and time. Chair Moriarty asked Ms. Sanborn to request two dates from the representative from Audubon Society of NH for the Board to choose for an upcoming meeting.

8:20 P.M. **DISCUSSION:**

- Vice-Chair James discussed with Chair Moriarty **trees to be removed** from the Hebron Village Cemetery as they are dead. Ms. Sanborn discussed with the Board the tree that had split down the center located on the Hebron Common and if it should be removed as well. The Board agreed to hire the Merrill's to remove the dead trees from the Hebron Village Cemetery and have Ben Hall, Highway Supervisor look at the tree on the Hebron Common.
- The Select Board discussed a solution for **heating the Town Office Building** until the two heat pump units could be replaced. The anticipated replacement date is in November 2021. Ms. Sanborn noted the rooms that need to be heated as follows: the Town Clerk's Office, the Tax Collector's Office, and the Select Board Office. There is heat in the front hallway that can heat the front lobby, the basement has heat, and one heater works in the upstairs meeting room. The bathroom has its own electric heater. The Board authorized Ms. Sanborn to purchase four floor electric heaters for the offices.

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- Vice-Chair James mentioned that the Hebron Library was planning a **Scavenger Hunt event** to be held in the Hebron Village Cemetery. The Board discussed the location of the event and preferred that the location be changed.
- Vice-Chair James reviewed with Chair Moriarty purchasing the necessary equipment to be able to **utilize GoToRoom in the upstairs meeting room**. This would enable board/committee/commission members to participate in the meetings when away for the winter or allow the public to attend virtually. Ms. Sanborn commented that many attendees ask if the meetings are virtual. Vice-Chair James moved to purchase the necessary equipment to set up GoToRoom in the upstairs meeting room, seconded by Chair Moriarty. The vote was unanimous.
- Ms. Sanborn informed the Board that **Marie Mahoney had resigned from the Welfare Director position** and had supplied the name of a potential candidate.

8:37 P.M.

CORRESPONDENCE:

- Ms. Sanborn informed the Board that the **medical insurance rate** was reduced by 8.1% and the **dental insurance rate** was reduced by 1.5%. The return of surplus amount would be provided after October 15, 2021.
- Avitar Associated of New England, Inc – **letter to the Board** that an annual rate of \$150/hour would be charged to utility property updates above the monthly contract fees.
- **Invitation to HealthTrust** – Annual Member Meeting and Board of Directors Elections

8:40 P.M.

ANY OTHER BUSINESS:

- Vice-Chair James updated the Board on the **Space Needs Committee Meeting**. Vice-Chair James stated that the committee will need to decide on a location for the building in order to determine the size of the building that would be suitable.
- Chair Moriarty commented on the **audit report for the Bridgewater-Hebron Village District** and the notes made in the auditor discrepancies regarding overspending the budget. Chair Moriarty asked Ms. Sanborn to contact the Town of Hebron representatives for a written explanation of the over expenditure for the files.
- Ms. Sanborn informed the Board that Peter Apicelli inquired about **displaying Frank A. Barney's (American Painter) paintings in the Town Office Building**. The Board asked Ms. Sanborn to find out the length of time, size of paintings, and if the paintings would be displayed on easels.
- The Board reviewed a letter prepared to the State Senators and State Representatives expressing **opposition to the "Freedom to Vote Act" bill proposed**. Chair Moriarty did not see that it was necessary to send a letter as the proposal is still in the early stages.
- Ms. Sanborn relayed to the Board that Stephen Aprea (17 Groton Road, Tax Map 17 Lot 057) had concerns with a couple of **trees along Tannery Brook** on the Public Safety Building Property that could fall onto his property. The trees have the potential of damaging his solar panels. The Board asked Ms. Sanborn to ask Mr. Aprea to flag the trees of concern.

8:55 P.M.

APPROVAL OF MINUTES: The Select Board reviewed the Select Board Meeting minutes of September 13, 2021. Chair Moriarty moved to accept the September 13, 2021 Select Board Meeting minutes as written, seconded by Vice-Chair James. The vote was unanimous.

The Select Board reviewed the Select Board Meeting minutes of September 16, 2021. Chair Moriarty moved to approve the September 16, 2021 Select Board Meeting minutes as written, seconded by Vice-Chair James. The vote was unanimous.

The Select Board reviewed the Select Board Non-Public Session minutes of September 16, 2021 as written, seconded by Vice-Chair James. The vote was unanimous.

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The Select Board reviewed the Select Board Meeting minutes of September 28, 2021. Chair Moriarty moved to approve the Select Board Meeting minutes of September 28, 2021 as submitted, seconded by Vice-Chair James. The vote was unanimous.

9:05 P.M. **MEETING ADJOURNED:** Vice-Chair James moved to adjourn the meeting at 9:05 p.m., seconded by Chair Moriarty. The vote was unanimous.

Respectfully submitted,

Karen Sanborn
Town Administrator