

TOWN OF HEBRON
SELECT BOARD MEETING MINUTES
JUNE 6, 2019

PRESENT: Patrick Moriarty, John Dunklee, Paul Hazelton, and Karen Corliss, Town Administrator

OTHERS PRESENT: David Allen and Richard Moriarty (Casella Waste representatives), Travis Austin (Police Chief), John Black, Richard James, Ben Hall (Highway Supervisor)

7:00 P.M. **CASELLA WASTE – SPRING – NO CURBSIDE COLLECTION:** David Allen and Richard Moriarty approached the Board to address the timeframe which Casella Waste was unable to provide curbside trash disposal service to the town due to restricted weight limit on the state roads. Mr. Allen outlined with the Select Board fixed costs that make up the annual amount in the contract that do not go away because there was no service to the town. Mr. Allen expressed to the Board that Casella enjoys working with the Town of Hebron and is willing to address the financial issues involved with not being able to provide service to the town. Selectman Moriarty stated that the Board has a financial responsibility to the taxpayers which during the time where there was no curbside trash collection many utilized the Bristol Transfer Station. The amount of time which Casella Waste was unable to provide curbside trash service to the town was four weeks. Mr. Allen proposed to the Board a reduction of \$3,500 for the four weeks where service was not able to be provided. Chair Dunklee moved to accept the reduction of \$3,500 for the weeks without service by Casella Waste, seconded by Vice-Chair Hazelton. The vote was unanimous. Mr. Allen suggested to the Board meeting with the engineer from NH Department of Transportation (NH DOT) now to plan for the road weight limit posting in the upcoming year. Vice-Chair Hazelton commented that he thought the NH DOT would have been more reasonable with the road ban exemptions as the length of road the Casella truck's were to travel was less than ¼ of a mile.

7:13 P.M. **GENERATOR FOR TOWN OFFICES BUILDING:** Maynard Young approached the Select Board to discuss the specifications for the future generator for the Town Offices Building. Mr. Young reviewed with the Board what had been connected currently to the existing generator and looked to the Board for direction on what should operate during an outage. Chair Dunklee recommended to Mr. Young a 60 k generator to be able to handle the main services to the building which would mean a 1,000 – 2,000 gallon propane tank. Mr. Young inquired about the estimated time frame for the building to be without power. Chair Dunklee felt that planning for a 2 week outage would not be unreasonable. Mr. Young thanked the Board for the information and would meet with a couple of generator companies based on the specifications discussed at the meeting.

7:23 P.M. **ACTION ITEMS:**

- The Select Board signed the **accounting manifest**.
- The Board reviewed the appointment of **Martha Twombly as Deputy Tax Collector** by Tax Collector, Carol Bears. Selectman Moriarty moved to approve the appointment of Martha Twombly as Deputy Tax Collector, seconded by Vice-Chair Hazelton. The vote was unanimous.
- The Select Board signed the **Notice of Intent to Cut Wood form for Pamela Allard and Daniel Waters** to perform timber harvesting on property located on North Groton Road (Tax Map 23 Lot 003).
- The Select Board signed the **Yield Tax Warrant**.
- The Select Board signed the **Certification of Yield Taxes Assessed** to be submitted to NH Department of Revenue Administration.

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- Vice-Chair Hazelton moved to authorize Chair Dunklee to sign the **Homeland Security Grant 2019 –Radio Reprogramming** on behalf of the Board, seconded by Selectman Moriarty. The vote was unanimous.
- The Board signed the **letter to Christopher P. Williams Architects, PLLC** requesting to set up a meeting.
- The Board signed the **Public Gathering Permit** for the Union Congregational Church for the Annual Hebron Fair.
- The Board signed the **Raffle Permit** for the Union Congregational Church for a raffle the day of the Annual Hebron Fair.
- The Board signed the **Raffle Permit** for the Friends of the Hebron Library for Cow Patty Bingo.

7:36 P.M. **DISCUSSION:**

- Mrs. Corliss informed the Board that the **Census 2010 has a new Construction Program** and inquired if the Board wanted to participate. Chair Dunklee moved to participate in the Census 2020 New Construction Program, seconded by Vice-Chair Hazelton. The vote was unanimous.
- Mrs. Corliss relayed to the Board the inquiry from Martha Twombly (Conservation Commission Member) regarding **clean-up of trees that have blown down in the Hebron Town Forest**. Selectman Hazelton felt chipping the brush and blow-downs would benefit the forest. Mrs. Corliss relayed to the Board that Ben Hall, Highway Supervisor, had a chipper and may be able to do the job. The Board suggested that Ms. Twombly meet with Mr. Hall to review the wood that needed to be chipped.
- Mrs. Corliss informed the Board that Ms. Twombly had inquired about the **Merrill's mowing the path at the entrance of the Hebron Town Forest**. The Select Board discussed with Maynard Young about mowing the field in the Hebron Town Forest.
- The Board discussed the **issue of an outdoor wood furnace** and the complaints that have been made to the office regarding unhealthy air conditions caused by the smoke. Maynard Young explained to the Board the different types of wood boiler furnaces and that certain types put off more smoke than others. Chair Dunklee commented that the Health Officer should continue to work with NH Department of Environmental Services to give direction to the town on addressing this matter. The Board asked Mrs. Corliss to invite the property owner in to discuss this matter directly and obtain more information about the situation. Vice-Chair Hazelton would like to research the matter to be more informed before making decisions.
- Selectman Moriarty informed the Board that **Terry Murphy, Bridgewater Selectman, would like to meet with the Hebron Select Board** before renewing the contract with the Newfound Area School District for the lease of the Bridgewater-Hebron Village School building. The Board agreed to schedule the meeting for June 20, 2019 at 6:30 p.m. at the Hebron Town Offices Building. Selectman Moriarty noted that the lease is up the end of this month.
- Mrs. Corliss informed the Board that Phyllis Rockwell and Mitch Manseau had concerns with the **Casella Waste truck not being able to make it to their property located at 113 Hunt Road** (Tax Map 4 Lot 003) due to the conditions of the road. Chair Dunklee asked Ben Hall, Highway Supervisor, if the road conditions could be addressed with the backhoe as the town does not own a grader. Mr. Hall replied that some of the work addressing the potholes had been taken care of with the backhoe, but due to the shaded areas on the road there were still soft spots where a heavy truck could have issues. Chair Dunklee felt that it should be left up to the truck driver of the Casella Waste truck to make the decisions on travelling to the end of Hunt Road. Mr. Hall noted that the Pike Hill Road residents (other Summer Cottage Class V Road in town) brought their trash to the end of the road since the curbside trash collection program started. Chair Dunklee asked John Black (resident of Hunt Road) if the turnaround

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area above his driveway was sufficient for a larger truck to turn around. Mr. Black replied that the driver of the Casella Waste truck should have no issues at the turnaround and would not be damaging the road. Mr. Hall informed the Board that an agreement had been made with the Town of Bridgewater Highway Department to grade to the top of Hunt Road in trade for Hebron's trucking of material.

7:56 P.M. **HIGHWAY DEPARTMENT – CULVERT REPLACEMENT:** Ben Hall approached the Select Board to give an update on the meeting with Boyd Smith, Director of Newfound Lake Region Association (NLRA) regarding the review of culvert replacement through a grant obtained by NLRA. Mr. Hall informed the Board that Mr. Smith and himself drove around to review the culverts in question on George Road, Range Road, and Pike Hill Road where the run-off impacts Newfound Lake. Mr. Hall reported that the culverts on George Road were in poor condition, but did not need to be replaced immediately. Mr. Hall reported on the tour of the culverts on Pike Hill Road and Stokes Road (intersects with Pike Hill Road) and felt that the culverts on Stokes Road should be replaced utilizing this grant. Significant damage was done to Pike Hill Road due to a culvert washing out on Stokes Road. Chair Dunklee informed Mr. Hall that Stokes Road was declared an emergency fire lane enabling the town to do work on the road. Mr. Hall suggested not doing the culverts on George Road, but focusing on Stokes Road. Mr. Hall commented about reducing some of the sediment coming down Range Road and washing into the lake. Chair Dunklee informed Mr. Hall that Casey Kuplin (previous Highway Supervisor) had maintained the water bars on Poulos Road to address the reduction of sediment washing down Range Road. Vice-Chair Hazelton discussed with Mr. Hall the trial with the Lakes Region Planning Commission Transportation Advisory Committee using crushed glass as base material below a culvert. Vice-Chair Hazelton stated that it would be great if the crushed glass could be used when replacing the culverts discussed, but advanced scheduling would have to be done with other Highway Departments in the state in order for everyone to benefit from the demonstration. Mr. Hall stated that it would have to be completed before September.

8:03 P.M. **DISCUSSION:**

- Mrs. Corliss informed the Board that the Conservation Commission members were concerned with significant **“rafting” in Newfound Lake just off the Charles Bean Sanctuary property** especially where many of the boats on the lake do not have toilet facilities onboard. Mrs. Corliss reported that Boyd Smith, Director of Newfound Lake Region Association, had already corresponded with NH Department of Safety Marine Patrol on the matter. Chair Dunklee stated that Lake Winnepesaukee had rules against this, but he was not aware of any on Newfound Lake.
- Mrs. Corliss informed the Board that the Conservation Commission had discussed **concerns with the many dead trees along the Hebron roadsides** and a couple of members had volunteered to mark the trees. Chair Dunklee commented that Ben Hall, Highway Supervisor, had a crew out chipping the dead branches and trimming the trees along the roadside.
- Mrs. Corliss informed the Board that Tracey Steenbergen, Town Clerk, had an individual in a wheelchair come to the office and they commented on how nice they could conduct business due to the handicapped access. A comment was made about the weight of the front door and Mrs. Steenbergen inquired about thoughts on **installing a button on the wall that would open the doors for a handicapped person**. Chair Dunklee stated that he had discussed this with Dan Baggaley, supervisor of the Academy Building Project with Conneston Construction Inc. and Mr. Baggaley was going to get prices together. Chair Dunklee commented that this should have already been on the drawings prepared by the architects.

8:17 P.M. **CORRESPONDENCE:**

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- **Bristol Planning Board – Notice of Abutters Hearing** on Vertex Tower Assets LLC's proposal to construct a personal wireless service facility on Chestnut Street.
- **Town of Plymouth – Land Use & Planning** – site plan submitted may be a Development of Regional Impact and comments could be submitted prior to the hearing.
- Mrs. Corliss updated the Board that the requested paperwork was received from an employee. Vice-Chair Hazelton moved to approve the **continuation of service by Roland Matthews**, seconded by Selectman Moriarty. The vote was unanimous.

8:22 P.M. **ANY OTHER BUSINESS:**

- Selectmen Moriarty updated the Board on the **Planning Board meeting** and that Ivan Quinchia had accepted the appointment to Chair.
- A discussion was held regarding the **latest decision on the ConVal lawsuit** regarding inequality in funding for education. Selectman Moriarty asked Mrs. Corliss to put the email from the attorney in the monthly town newsletter.
- Mrs. Corliss asked the Board about **signage labeling the offices and rooms of the Town Office Building** and inquired about contacting Littleton Trophies in Hebron about the signs. The Board agreed to this.
- Selectman Moriarty inquired about **painting lines in the parking lot** as it was difficult to park vehicles. Mrs. Corliss noted that the employees end up parking around the construction workers as they arrive very early.
- Mrs. Corliss asked the Board if **the bulletin board could be moved from the old Town Clerk/Tax Collector building porch** to the Town Office Building. Chair Dunklee asked Mrs. Corliss to speak to Biff Wisner about moving the board.
- Mrs. Corliss informed the Board that Tracey Steenbergen, Town Clerk, had inquired about **starting the process for preserving the town records**. The Board agreed that the check could be deposited into the reserve fund immediately as it was not a large amount of money to open the fund.
- Mrs. Corliss informed the Board that David Brittelli (Hebron Historical Society Member) inquired about **storing some of their historical paperwork in the basement** of the Town Office Building as it is climate controlled. Vice-Chair Hazelton stated that this came up at their last meeting and the documents are stored in one of the member's barn. Chair Dunklee noted that the Historical Society was not considered part of the town. Mrs. Corliss commented that there will be documents of the town's that contain confidential information that will not be stored in a secure storage area. Chair Dunklee felt that the documents should only be accessed during office hours.
- Mrs. Corliss informed the Board that **three people have expressed interest in serving on the committee to determine the future use of town building** as follows: Jack Sheehan, Carol Binder, and Donna Luti. Chair Dunklee moved to appoint Jack Sheehan, Donna Luti, and Carol Binder as members of the Town Space Needs Committee, seconded by Vice-Chair Hazelton. The vote was unanimous. Mrs. Corliss suggested a page on the website similar to the Hebron Academy Advisory Committee page. The Board agreed. An article in the July town newsletter may generate more interest.

8:40 P.M. **APPROVAL OF THE MINUTES:** The Select Board reviewed the Select Board Meeting minutes of May 22, 2019. Chair Dunklee moved to accept the Select Board Meeting minutes of May 22, 2019 as written, seconded by Vice-Chair Hazelton. The vote was unanimous.

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The Select Board reviewed the Select Board Meeting minutes of May 29, 2019. Vice-Chair Hazelton moved to accept the Select Board Meeting minutes of May 29, 2019 as written, seconded by Vice-Chair Hazelton. The vote was unanimous.

Mrs. Corliss informed the Board that a final review of the **MS-535 Financial Report of the Budget** needed to be done before finalizing the document for signature. Chair Dunklee moved to approve the MS-535 Financial Report of the Budget as prepared, seconded by Vice-Chair Hazelton. The vote was unanimous.

Mrs. Corliss inquired about preparing to update the **Forest Management Plan on the Hebron Town Forest**. Chair Dunklee asked Mrs. Corliss to draft a letter to FORECO to see if they had someone on staff that was as qualified as Jon Martin, Forester, to perform the update. Vice-Chair Hazelton suggested adding conditions on the timeframe for any logging in the Hebron Town Forest.

Mrs. Corliss informed the Board that the **signs had been ordered** to post a section of Route 3-A with the “seasonal” reduced speed limit of 40 miles per hour.

8:45 P.M. **MEETING ADJOURNED:** Vice-Chair Hazelton moved to adjourn the meeting at 8:45 p.m., seconded by Selectman Moriarty. The vote was unanimous.

Respectfully submitted,

Karen Corliss
Town Administrator

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