

TOWN OF HEBRON
SELECT BOARD MEETING MINUTES
JANUARY 21, 2021

PRESENT: Paul Hazelton, Patrick Moriarty, Richard James, and Karen Sanborn, Town Administrator

OTHERS PRESENT: Travis Austin (Police Chief), John Fischer (Fire Chief & Emergency Management Director)

7:00 P.M. **OPENED MEETING:** Chair Hazelton opened the meeting at 7:00 p.m.

7:00 P.M. **HAZARD MITIGATION PLAN – UPDATE:** Chief Fischer approached the Select Board to discuss the next step in updating the Hazard Mitigation Plan and organizing a committee. Chief Fischer noted that updating the plan would start in the spring. Vice-Chair Moriarty informed Chief Fischer that Ivan Quinchia, Martha Twombly, Suzanne Smith have volunteered for the committee and recommended Karen Sanborn, Tony Albert, and Travis Austin to serve on the committee. Chair Hazelton asked Chief Fischer if the fuel oil tank buried behind the Old Fire Station would be addressed in the plan. Chief Fischer noted that this could just be mitigated, the plan is designed for long term mitigation of potential hazards. Vice-Chair Moriarty stated that having this plan opens the town up to potential grants in the future. Chief Fischer stated that any issues noted in the past that have been mitigated but included in the Hazard Mitigation Plan could be removed during the update process.

FIRE/EMS DEPARTMENT – FUTURE: Chief Fischer communicated with the Board about Fire/EMS Department current operations and moving forward.

7:34 P.M. **ACTION ITEMS:**

- The Select Board signed the **accounting manifest**.
- The Select Board reviewed the **Software Purchase and Installation Agreement for the Avitar Clerk/Motor Vehicle MAAP System**. Selectman James moved to authorize Chair Hazelton to sign the Software Purchase and Installation Agreement on behalf of the Board, seconded by Vice-Chair Moriarty. The vote was unanimous.
- The Select Board reviewed the **letter to 7 Northshore Road, LLC**. The Board asked Ms. Sanborn to include “employees” in the letter and approved the letter for signature on the next day.

7:40 P.M. **DISCUSSION ITEMS:**

- Ms. Sanborn reviewed the **quote for printing the 2020/2021 Annual Report** with Bridge & Byron Printers for \$1,295.57. The Board accepted the quote.
- Ms. Sanborn reviewed with the Board the proposal for continuing the **lease on the Sharp copier/printer/fax** and the proposal for leasing a newer model Sharp copier/printer/fax. Selectman James inquired about the buyout cost for the current Sharp copier/printer/fax. Ms. Sanborn informed the Board that she would have the buyout figure for the next Select Board Meeting.
- Ms. Sanborn reviewed with the Board **inquiries from the Library Trustees** regarding the following:
 - Roof leak in the connector between the Library and Old Town Clerk/Tax Collector buildings – snow and pine needles removed from the roof causing the leak – addressed issue. No plans to repair the building.
 - Replacing shelving in the Children’s section of the Library – the Select Board asked that consideration be given to the amount of weight that the floor will hold when adding shelving.
 - Librarian sharing arrangement with another library – the Select Board felt this was a good idea to work with other communities.

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- Creating a capital improvement fund for renovating the existing Library or constructing a new Library – The Select Board would discuss this with the Library Trustees at the 2021/2022 Budget presentation. Vice-Chair Moriarty noted that the wording could not be too specific to limit use of the funds.

7:51 P.M.

CORRESPONDENCE:

- **Thank You card** from the Hebron Area Women's Group – for supporting the hat, mitten and sock drive
- **Letter from the Bridge House** expressing appreciation for contributions made to the Bridge House and the continued support.

7:52 P.M.

ANY OTHER BUSINESS:

- Ms. Sanborn reported to the Select Board that there was **#2 fuel oil in the underground tank at the Old Fire Station Building** and Pemi Fuels had been contacted to pump out the tank. The fuel will be put in the tank at the Fire Station as that is the only building that uses #2 fuel oil for heat. This will be pumped out in the spring.
- The Board discussed hiring a consultant to start the process for filing the necessary paperwork for **removing trees from the middle of Tannery Brook**. Chair Hazelton felt that Chief Fischer should be involved in this process as the project may fall under the Hazard Mitigation Plan.
- Chair Hazelton discussed with the Board **moving the sound system equipment** used by the Gazebo Committee to the basement of the Town Office Building due to temperature control to protect the equipment. Ms. Sanborn suggested discussing this with the Gazebo Committee during the 2021/2022 Budget presentations.
- Vice-Chair Moriarty updated the Select Board on the **Conservation Commission meeting**. The Conservation Commission discussed protecting the Charles Bean Sanctuary and including Spectacle Pond in the Lake District as outlined in the zoning ordinance.
- The Select Board discussed the **issue of erosion into Newfound Lake** and how to enforce violations on a town level as the State of New Hampshire Department of Environmental Service had limited personnel to address violations in the state. Vice-Chair Moriarty suggested an ordinance at the town level to enable the town to act on at the time of the incident. Selectman James suggested sending a letter to NH Department of Environmental Services looking for a response to the complaints made to their department.
- Vice-Chair Moriarty reported to the Board on the **Planning Board meeting** which was continued discussion on the solar array ordinance. Selectman James commented that he felt the draft ordinance outlined how a solar array should be installed not that it cannot be done at all. The Select Board asked Ms. Sanborn to review the process for the Select Board to review and the ordinance that would be voted on by the voters at town meeting. Selectman James suggested a joint Select Board and Planning Board meeting to discuss the ordinance.
- Selectman James asked Ms. Sanborn about **signage for limiting the use of jake brakes** in town. ~~Chief Austin commented that the jake brakes would be used more once the sign was installed.~~ Ms. Sanborn informed the Board that she was awaiting a reply from the State of NH Department of Transportation.
- Selectman James commented to the Board on a recent article in the Union Leader newspaper about the **Town of Bristol installing fiber optics** throughout town, to the Town of Plymouth via Interstate 93 and back to Bristol via Route 3-A south. Selectman James thought a conversation would be worth having regarding the

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possibility of getting fiber optics run through Hebron. Vice-Chair Moriarty stated he would contact Rick Alpers in the Town of Bristol regarding the project.

- Selectman James updated the Board on the **weekly meetings regarding the new proposed education funding formula**. Selectman James stated that the proposal would impact all towns significantly. Selectman James reviewed the proposed cost to the Town of Hebron to support a lobbyist to propose a better way to fund education as fifty (50) towns would see the greatest impact based on the new formula. Chair Hazelton felt that property taxes were not the fairest way to fund education and would like to see another solution proposed.
- Ms. Sanborn informed the Board that the State of NH Department of Transportation **granted an exemption from the restricted weight limit posting** on North Shore Road for Casella Waste to travel down the road to Cooper Road. The exemption had been granted for the spring of 2021 for the timeframe of the restricted weight limit posting.
- Ms. Sanborn informed the Board that on January 28, 2021 power would be shut off to the Town Office Building from 9:00 a.m. for a few hours to make the necessary **connections to the generator**.

8:30 P.M. **APPROVAL OF THE MINUTES:** The Select Board reviewed the Select Board Meeting minutes of January 7, 2021 and made the following corrections: page 1, fourth bullet under *Action Items* – remove “as all criteria was met.”, page 2, under *Discussion Items*, third bullet, third sentence – change “Chair Hazelton” to “Selectman James”, and page 2, under *Discussion Items*, third bullet, last sentence – remove “and that the citizens could request” . Selectman James moved to accept the Select Board Meeting minutes of January 7, 2021 as amended, seconded by Vice-Chair Moriarty. The vote was unanimous.

The Select Board reviewed the Select Board Non-Public Session minutes of January 7, 2021. Selectman James moved to accept the Select Board Non-Public Session minutes of January 7, 2021 as written, seconded by Vice-Chair Moriarty. The vote was unanimous.

8:35 P.M. **MEETING ADJOURNED:** Vice-Chair Moriarty moved to adjourn the meeting at 8:35 P.M., seconded by Selectman James. The vote was unanimous.

Respectfully submitted,

Karen Sanborn
Town Administrator

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