

TOWN OF HEBRON
SELECT BOARD MEETING TO REVIEW 2021/2022 BUDGETS
FEBRUARY 11, 2021

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

OTHERS PRESENT: Alison York (Administrative Assistant), Ben Hall (Highway Supervisor), Tracey Steenbergen (Town Clerk), Martha Twombly (Conservation Commission Co-Chair), Doug Merrill (Cemetery Sexton), Everett Begor and Bob Brooks (Gazebo Committee)

6:00 P.M. **GAZEBO COMMITTEE 2021/2022 BUDGET:** Everett Begor and Bob Brooks approached the Select Board to present the 2021/2022 Gazebo Committee budget. Mr. Begor informed the Select Board that the committee agreed to use four speakers this year for the performers as both sides of the common could be used for seating to give people more space. Mr. Begor reviewed the proposed 2021 and 2022 budgets with the Board and noted that the fireworks for 2021 had been paid for in a prior year. Mr. Brooks reviewed the proposed schedules for performers and questioned if the Public Safety Building would be an option for the performers if there was a chance of inclement weather. Chair Hazelton replied that due to the circumstances of the pandemic, the Public Safety Building would not be an option.

6:22 P.M. **2021/2022 TOWN CLERK BUDGET:** Tracey Steenbergen approached the Select Board to present the 2021/2022 Town Clerk Budget. Mrs. Steenbergen noted that the increase to the Town Clerk Budget was for software support with the new Avitar software. Mrs. Steenbergen informed the Board that the amount budgeted for bank fees could be removed as the fees would not be charged. Selectman James inquired about the equipment rental account line. Mrs. Steenbergen replied the amount was for the credit card machine. Selectman James commented to Mrs. Steenbergen looking into purchasing the equipment vs. renting the machine.

MODERATOR/ELECTIONS 2021/2022 BUDGET: Mrs. Steenbergen reviewed with the Board the Moderator/Elections 2021/2022 Budget. Mrs. Steenbergen informed the Board that the budget includes two elections and one extra election as to prepare for the possibility of an additional Special Meeting – for the school or town, if needed.

NEW TRUSTEE OF TRUST FUNDS TRAINING: Vice-Chair Moriarty discussed with Mrs. Steenbergen an inquiry for a Trustee of Trust Funds to be able to complete training before the election happens. Ms. Steenbergen recommended the Trustee of Trust Funds appoint the individual as an alternate Trustee of Trust Funds.

6:30 P.M. **CONSERVATION COMMISSION 2021/2022 BUDGET:** Martha Twombly approached the Select Board to present the proposed 2021/2022 Conservation Commission Budget. The proposed budget would remain the same as 2020/2021 as

it would cover the planned projects in the Hebron Town Forest. Ms. Twombly reported to the Board that there was another washout just before the bridge entering the town forest. Ms. Twombly recommended having the Highway Department clear the brush that has grown up in the ditches and redefine the ditches on both sides to prevent the entrance from washing out continually. Mrs. York inquired about budgeting for mileage as done in the past. Ms. Twombly replied that it should be charged against *Travel/Training*. Vice-Chair Moriarty relayed to Ms. Twombly that the Planning Board agreed to include Spectacle Pond in the Lake District section of the zoning ordinance.

6:40 P.M. **CEMETERY 2021/2022 BUDGET:** Doug Merrill approached the Select Board to present the 2021/2022 Cemetery Budget. Mr. Merrill reviewed with the Board the work planned in the cemeteries for the upcoming year and noted the budget included replacing the damaged/missing fence post tops.

6:55 P.M. **2021/2022 – BALANCE OF THE TOWN BUDGET:** Vice-Chair Moriarty discussed with Ms. Sanborn the budget amounts for the rest of the town budget. Ms. Sanborn reported that she was obtaining updated contract information from the vendors and did not see any significant changes with the rest of the budget. Ms. Sanborn asked the Board if she should obtain a price from the Merrill's for redoing the lawn in front of the Town Office Building. Chair Hazelton replied yes. Mrs. York asked about the Merrill's doing some landscaping around the newly installed propane tanks. Vice-Chair Moriarty replied yes. Ms. Sanborn informed the Board that she would be discussing with Avitar Associates of New England, Inc. changing the contract year to match up with the town's optional fiscal year of July 1 until June 30 as the current contract ends December 31, 2021.

7:12 P.M. **HIGHWAY DEPARTMENT 2021/2022 BUDGET:** Ben Hall approached the Select Board to present the Highway Department 2021/2022 Budget. Mr. Hall informed the Board that the Highway Department proposed budget is the same as 2020/2021. Ms. Sanborn asked Mr. Hall about any proposed warrant articles for road repairs. Mr. Hall replied paving Crescent Lane and Beachwood Road. Chair Hazelton asked Mr. Hall if he had an estimated cost for the projects. Mr. Hall replied that he still had to meet with the paving companies. Vice-Chair Moriarty asked Mr. Hall if he felt \$100,000 would cover both projects. Mr. Hall replied yes.

Chair Hazelton informed Mr. Hall that the road leading to the Hebron Town Forest bridge had washed out again and relayed to Mr. Hall the information from Martha Twombly regarding the necessary ditch work to prevent this in the future.

Vice-Chair Moriarty discussed with Mr. Hall the complaints received regarding the private driveway plowing. Mr. Hall noted that the Town Plowing Guidelines state that the driveways would not be plowed unless there was 3" of snow. Chair Hazelton requested that Mr. Hall be more flexible with allow the private contractors giving them the ability to plow the driveways on their route based on the weight and type of snow rather than always the 3" guideline.at their own discretion as the

~~private contractors were familiar with the driveway and location where it could have 3" of snow where others may not.~~ There is surplus in this fund to accommodate for this. Mr. Hall agreed to this suggestion.

7:24 P.M. **MEETING ADJOURNED:** Selectman James moved to adjourn the meeting at 7:24 p.m., seconded by Vice-Chair Moriarty. The vote was unanimous.

Respectfully submitted,

Karen Sanborn
Town Administrator