

**TOWN OF HEBRON, NH
TOWN MEETING MINUTES
JUNE 23, 2020 AND JUNE 25, 2020
(Postponed from May 12, 2020 and May 14, 2020)**

Note: The original wording of articles is in *italics*; amendments are in *italics* and **bold**; and the results of voting on an article are **bold** and CAPITALIZED.

Due to the COVID-19 pandemic, the original scheduled dates of May 12, 2020 for the election of town officers and May 14, 2020 for the business portion of town meeting were postponed until June 23, 2020 and June 25, 2020.

TUESDAY, JUNE 23, 2020: CHURCH LANE

ARTICLE 1: *To choose all Town Officers for the ensuing year by official ballot, including one(1) Selectman (3) year term; one (1) Treasurer (3) year term; one (1) Library Trustee (3) year term; one (1) Town Moderator (2) year term; one (1) Supervisor of the Checklist (6) year term; (1) Auditor (2) year Term.*

Moderator Roger Larochelle opened the polls at 11:00 a.m. and closed the polls at 7:00 p.m. on Tuesday, June 23, 2020 for ballot voting on Article 1 for the election of town officers. The election was conducted as a drive-thru from Church Lane outside the Union Congregational Church with 133 election day and absentee ballots cast. At the conclusion of the ballot counting, the Select Board contest resulted in a tie between John Dunklee (65 votes) and Richard James (65 votes) with three (3) no votes. NH statute 669:36 states “...the winner shall be determined by lot by the town clerk in the presence of the candidates who are tied if, upon notice from him, they elect to be present”. On Wednesday, June 24, 2020 in the presence of the candidates and others, **Richard James was declared the winner of the Selectman contest**. Minutes detailing the process used by the Moderator and Town Clerk are recorded separately.

RESULTS OF VOTING FOR TOWN OFFICES (ARTICLE 1) ARE RECORDED SEPARATELY

THURSDAY, JUNE 25, 2020: TOWN COMMON

Moderator Roger Larochelle called the meeting to order at 6:32 p.m. After the Pledge of Allegiance, the Moderator introduced town officials to the audience and then asked for a moment of silence in memory of townspeople who had passed away in the last year.

The Moderator reviewed with the attendees the meeting rules and the process for asking questions and submitting amendments. Copies of the meeting rules were available at the Supervisors of the Checklist table. The Moderator read aloud the results of the Tuesday, June 23, 2020 voting for town officials.

There were approximately 79 attendees at the meeting.

Suzanne Smith moved and Vincent Broderick seconded the motion to dispense with the second reading of an article if no amendment was made – **motion passed by voice vote**.

ARTICLE 2: *Paul Hazelton moved and Jennifer Larochelle seconded the motion to see if the Town will vote to raise and appropriate the sum of Three Thousand Dollars (\$3,000) to be added to the Police Capital*

Reserve Fund. Said sum to come from unassigned fund balance. This amount represents the sale of the 2010 Ford Crown Victoria police cruiser. (Majority vote required). Recommended by the Selectmen.

Selectman Hazelton spoke to the motion and explained this is a bookkeeping issue and will allow the transfer of funds from the sale proceeds to the Police Capital Reserve Fund.

ARTICLE 2 AS PRESENTED PASSED BY VOICE VOTE

ARTICLE 3: *Patrick Moriarty moved and Parker Griffin seconded the motion to see if the town will vote to raise and appropriate the sum of Seven Hundred Fifty Dollars (\$750) to be added to the Conservation Fund previously established. This sum to come from unassigned fund balance. No amount to be raised from taxation. (Majority vote required). Recommended by the Selectmen.*

Selectman Patrick Moriarty spoke to the motion and stated this is a bookkeeping issue to allow the transfer of monies from the general fund into the Conservation Fund.

ARTICLE 3 AS PRESENTED PASSED BY VOICE VOTE

ARTICLE 4: *John Dunklee moved and Vincent Broderick seconded the motion to see if the Town will vote to raise and appropriate the sum of Eighty-Seven Thousand One Hundred Dollars (\$87,100) to install a back-up generator and ancillary equipment for the town office building. This is a non-lapsing article per RSA 32:7, VI and will not lapse until the project is completed or until May 1, 2022, whichever is sooner. (Majority vote required). Recommended by the Selectmen.*

Selectman John Dunklee spoke to the motion and explained when the town office building was renovated the bids received were higher than the amount approved by the town. Replacement of the generator was eliminated from the renovation project to remain within the budget. The current generator is insufficient to provide backup power to the expanded building. Maynard Young, the town's generator coordinator, obtained two quotes. The replacement is an 80,000-kilowatt generator fueled by three additional underground propane tanks with a 400-amp switch. The new system will have the capability of supplying power to the building for two weeks.

In response to a question, Selectman Dunklee stated the plan is to replace the 1950's vintage military issued generator currently used at the old fire station with the generator being removed/replaced from the Town Office. The generator at the old fire station powers the old fire station and the Hebron Church.

George Dengel provided research he obtained for industrial grade generators to the Moderator and asked how many bids were obtained. Selectman Dunklee stated two bids were obtained and this warrant article is based on the lowest bid. The property tax impact of this article is approximately \$.32 per thousand of property valuation.

George Dengel moved and Richard Covern seconded the motion to table discussion on the article. Moderator Larochelle explained the process for a secret ballot vote and then asked for a hand count on tabling the discussion. The motion did not pass by hand count.

Discussion then returned to the original article.

ARTICLE 4 AS PRESENTED PASSED BY VOICE VOTE

ARTICLE 5: *Paul Hazelton moved and Bill Powers seconded the motion to see if the Town will vote to raise and appropriate the sum of Fifteen Thousand Dollars (\$15,000) to purchase software designed for the Town Clerk's Office. (Majority vote required). Recommended by the Selectmen.*

Selectman Hazelton spoke to the motion and stated the software will interface with the NH Department of Motor Vehicles to process motor vehicle and boat registrations. Additional features of the software include dog licensing, vital statistics processing and the collection of other miscellaneous town fees. Software support is included. After implementation of the software, the Town Clerk's office will have the capability to accept credit cards online and over the counter. If paying by check, the customer will only need to write one check for fees instead of the current two check system.

Donald Franklin, Town Auditor, mentioned the Town Clerk had informed him support would be provided by the software company as well as training for any new Town Clerk office personnel.

ARTICLE 5 AS PRESENTED PASSED BY VOICE VOTE

ARTICLE 6: *Patrick Moriarty moved and Parker Griffin seconded the motion to see if the town will vote to establish a Hebron Town Forest Capital Reserve Fund under the provisions of RSA 35: 1 for the purpose of maintaining the property and performing any improvements to utilize the property and to raise and appropriate the sum of \$1,000 to be placed in the fund. Further, to name the Select Board as the agents to expend from said fund. (Majority vote required). Recommended by the Selectmen.*

Selectman Moriarty spoke to the motion and explained the Town Forest is under the stewardship of the Conservation Commission with oversight by the Select Board. This article will help fund maintenance and improvements at the Town Forest.

Donald Franklin asked if any logging might occur at the Town Forest. Selectman Moriarty stated at this time no decision has been made, but the Town is in the process of hiring a forestry management firm to provide recommendations. Suzanne Smith, co-chair of the Conservation Commission, mentioned the 2008 forest management plan needs updating. As part of that process, logging will be addressed in the plan with input from the Conservation Commission and Select Board. The updated plan will be presented to the public as well.

ARTICLE 6 AS PRESENTED PASSED BY VOICE VOTE

ARTICLE 7: *John Dunklee moved and Robbie Flynn seconded the motion to see if the Town will vote to authorize the Select Board to accept the dedication of Kill Mountain Road, Skyline Drive and High Cliffs Circle as Class V town roads as approved by the Planning Board. The acceptance shall not occur until on or after May 15, 2022, after thawing and inspection of the roads by the Select Board and the Highway Supervisor, and only if the Select Board are satisfied with the construction and condition of the roads following their inspection and has received as-built plans for the roads.*

Selectman Dunklee spoke to the motion and explained the Kill Mountain development has been ongoing for a period of time, and Kill Mountain Road, Skyline Drive and High Cliffs Circle are complete. The development's condominium association approached the Select Board to request the town accept the three roads as Class V town roads. Currently, there are nine different property owners and three homes serviced by these roads. The developers posted a \$300,000 bond to ensure the roads were built to Class V standards.

Donald Franklin asked what services the town provides for Class V roads. Selectman Dunklee stated the town becomes the owner of the road and assumes the maintenance of the road.

Vincent Broderick asked what is the process for determining what roads are maintained by the Town. Selectman Dunklee reviewed the process and stated the road designation is determined by town meeting vote and that Class V roads are governed by State of NH classifications.

Further discussion centered around Pike Hill Road and its designation as a Class V Summer Cottage Road and the process of changing the designation to a Class V road. This would entail improving the road to Class V standards with a vote at Town Meeting. The individual(s) bringing forward a warrant article to change the road classification would be responsible for improving the road to Class V standards.

No further discussion occurred relating to Kill Mountain Road, Skyline Drive and High Cliffs Circle.

ARTICLE 7 AS PRESENTED PASSED BY VOICE VOTE

ARTICLE 8: *Paul Hazelton moved and Richard James seconded the motion to see if the town will vote to raise and appropriate the sum of One Hundred Thousand Dollars (\$100,000) to repair the ditches on Indian Point Road and Point Drive and to repave the roads. This is a non-lapsing appropriation and shall not lapse until May 15, 2022 or until the project is completed, whichever occurs first. (Majority vote required). Recommended by the Selectmen.*

Selectman Hazelton stated silting and plugged drainage ditches have been occurring on Indian Point Road and Point Drive resulting in maintenance being needed on these roads.

Suzanne Smith asked if the current culverts would be replaced with larger culverts. Selectman Dunklee explained this will be determined by the hydrology of the area.

ARTICLE 8 AS PRESENTED PASSED BY VOICE VOTE

ARTICLE 9: *Patrick Moriarty moved and Everett Begor seconded the motion to see if the Town will vote to raise and appropriate the sum of Eleven Thousand Eight Hundred Fifty Dollars (\$11,850) for the Gazebo Programs. \$10,850 to be raised by taxes and \$1,000 from anticipated Donations and Grants. This is a non-lapsing appropriation and shall not lapse until May 15, 2022 or until the project is completed, whichever occurs first. (Majority vote required). Recommended by the Selectmen.*

Selectman Moriarty stated the Gazebo Programs are on hiatus for the summer of 2020 due to the COVID 19 pandemic. This article would fund performers for the 2022 Gazebo Programs.

ARTICLE 9 AS PRESENTED PASSED BY VOICE VOTE

ARTICLE 10: John Dunklee moved and Linda Fischer seconded the motion to see if the Town will vote to raise and appropriate the sum of Eighty-Five Thousand Seven Hundred Dollars (\$85,700) to be added to the capital reserve funds and reserve fund as follows:

- Police \$7,500
- Highway \$10,000
- Fire \$20,000
- Ambulance \$15,000
- Communications \$5,000
- Assessment Services \$8,600
- Cemetery Tombstones and Fence \$2,000
- Dry Hydrant \$100
- Road Emergency Repairs \$5,000
- Culvert Repair & Maintenance \$5,000

- Security Alarm \$2,500
- Preservation of Town Records \$5,000

(Majority vote required). Recommended by the Selectmen.

Selectman Dunklee spoke to the motion and stated this article is the annual funding of the town's trust funds. The trust funds help to stabilize the tax rate from year-to-year as much as possible and to fund future town needs.

Donald Franklin, Town Auditor, commended Police Chief Travis Austin for providing the town with careful planning and budgeting of police department capital reserve expenditures.

ARTICLE 10 AS PRESENTED PASSED BY VOICE VOTE

ARTICLE 11: *Paul Hazelton moved and Parker Griffin seconded the motion to see if the Town will vote to raise and appropriate the sum of One Million Four Hundred Twenty-Four Thousand Three Hundred Eight Dollars (\$1,424,308) as an operating budget for the fiscal year July 1, 2020 through June 30, 2021. This article EXCLUDES appropriations made under all previous articles. (Majority vote required). Recommended by the Selectmen.*

Selectman Hazelton explained this article provides for funding of the day-to-day operations of the Town. No discussion occurred.

ARTICLE 11 AS PRESENTED PASSED BY VOICE VOTE

OTHER BUSINESS: Selectman Patrick Moriarty asked the attendees to read Fire Chief John Fischer's report on the Fire Department in the town report. In particular, the section referencing the future challenges the department will face in staffing. Selectman Moriarty also stated he is participating in a focus group concerning adequate education funding in New Hampshire. Education funding may change in the future and could impact Hebron.

Moderator Larochelle mentioned voters could obtain absentee ballots for the upcoming State of NH Primary in September and the General Election in November if a voter is uncomfortable voting in person due to the COVID 19 pandemic.

Selectman John Dunklee was recognized and acknowledged with voter applause for his time and contributions in serving Hebron.

Selectman Dunklee thanked the audience and provided an update on the tax rate reflecting the warrant articles approved during the meeting. The tax rate should be around \$9.01 per thousand if revenues and expenditures remain stable.

Jennifer Larochelle moved and Maynard Young seconded the motion to adjourn the meeting at 7:28 p.m. – motion passed by voice vote.

A true copy of action taken at the Hebron Town Meeting held on June 25, 2020.

Tracey H. Steenbergen
Hebron Town Clerk