

TOWN OF HEBRON

SELECT BOARD MEETING MINUTES

FEBRUARY 2, 2023

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

OTHERS PRESENT: Travis Austin (Police Chief), Pierre Couture (Superintendent of Newfound Area School District), Tim Curry (Camp Pasquaney Head of Facilities), Ian Schaeffer (Camp Pasquaney), Tom Edwards (Newfound Area School District, Hebron Representative School Board)

2:30 P.M. **COMMENCE MEETING:** Chair James commenced the meeting at 2:30 p.m.

2:30 P.M. **PUBLIC HEARING – ACCEPT FUNDS MADE AVAILABLE THROUGH STATE OF NH SENATE BILL 401:** Chair James opened the public hearing to accept and expend appropriations in accordance with NH RSA 31:95-b made available to the town from the State of NH based on the passage of Senate Bill 401. Ms. Sanborn informed the Board that the actual payment received was \$38,027.25. Ms. Sanborn noted two bridges that could be repaired with the funds – both on Braley Road – the timber on the first bridge on the road and a complete replacement of the last bridge on the road comprised for two large culverts. Vice-Chair Hazelton moved to accept and expend the funds received in accordance with Senate Bill 401, seconded by Chair James. The vote was unanimous. With no further comments or questions, Chair James closed the public hearing at 2:35 p.m.

2:35 P.M. **NEWFOUND AREA SCHOOL DISTRICT – SUPERINTENDENT OF SCHOOLS:** Pierre Couture approached the Board to discuss the results of the Article 5 Committee (formed to study a funding formula change in the Newfound Area School District). Mr. Couture relayed to the Board that the Article 5 Committee that was formed based on a petitioned warrant article at last year’s annual meeting studied various formulas, reviewed other multi-town districts, and calculated student population trends. A new formula proposal was not determined. Mr. Couture stated that he would be surprised if the issue came up again any time soon. The 100% A.D.M formula has been in place since 1964 when the district was formed.

Chair James inquired about the proposed school new/renovations. Mr. Couture informed the Board that an architectural study was performed on the elementary schools in the district which had input from the teachers, staff, maintenance employees, and the principals. The reports are available on the SAU4 website. Mr. Couture reported that the goal is to reduce the number of buildings being utilized and maintained and to consolidate the students in elementary school to one centralized location. The next step in the process is to have the communities in the district complete a survey on usage of the buildings and the proposal of constructing one elementary school. Vice-Chair Hazelton inquired about the location of the one elementary school. Mr. Couture reported that a centralized location would be on Route 104 with respect to transportation from New Hampton, Danbury, and Hill. Many of the residents have a vested interest in the elementary schools located in each of the towns as many of the residents have lived here their whole life. Videos of the evaluations and the architectural studies are available on the Newfound Area School District website. Chair James inquired about enrollment. Mr. Couture stated that based on projections there would be a 12% decline in student enrollment over the next 10 years. Selectman Moriarty inquired about the Town of Hill’s students at NASD. Mr. Couture reported that the Town of Hill’s contract is up in 2025 and the Select Board is thinking of joining the NASD. Mr. Couture informed the Board of the increased attention to maintenance of the buildings ~~as-is~~ the ~~is~~ one category they lacked in. Thanks to Governor’s Office for Emergency Relief and Recovery (GOFERR) funds the Newfound Memorial Middle School had new HVAC/air circulation system installed, new LED lights throughout the upstairs, and a new roof. Unfortunately, the Bristol Elementary School is beyond reasonable repairs. Mr. Couture reviewed with the Board a spreadsheet outlining the number of students from each town and by grade.

Mr. Couture reviewed with the Board the proposed 2023/2024 Budget, proposed Computer Technology Fund, and the fund allocations to the Building Maintenance Fund that would be reviewed at the Deliberative Session on February 4, 2023 at 10:00 a.m. at the Newfound Regional High School. The Board thanked Mr. Couture and Mr. Edwards for attending the meeting.

3:04 P.M.

**ROAD CLASS STATUS OF FAVOR ROAD AND PASQUANEY LANE:** Ian Schaeffer and Tim Curry (representing Camp Pasquaney) approached the Board looking for clarification on the road classification of Favor Road. Mr. Curry informed the Board that Camp Pasquaney utilizes the road to access many of the outbuildings at the camp. Ms. Sanborn presented a copy of the town tax map that designates a section of Favor Road as a Class V Road and notes that the upper portion of the road has been discontinued. ~~The map also designates Pasquaney Lane as a Class V Road.~~ The tax map does not clearly designate the exact location of the discontinuance of the Class V portion of ~~the Favor road~~Road. The map also designates Pasquaney Lane as a Class V Road. Chair James stated that the Board would need to research the history of the road in order to clarify the Class V portion and the discontinued portion. Selectman Moriarty asked Mr. Schaeffer and Mr. Curry who utilizes the road at this time. Mr. Schaeffer replied that Camp Pasquaney primarily uses the road, but that also hunters and hikers. Chair James informed Mr. Schaeffer and Mr. Curry that a warrant article would need to be presented at town meeting to change the class of a road. Mr. Schaeffer expressed concerns to the Board that Camp Pasquaney wanted to be absolved of any liability for repairs the camp may need to make to the road. Vice-Chair Hazelton moved to authorize Camp Pasquaney to maintain Favor Road and Pasquaney Lane until such time as discussion can take place at town meeting, seconded by Selectman Moriarty. The vote was unanimous.

3:25 P.M.

**ACTION ITEMS:**

- The Select Board signed the **accounting manifests**.
- Chair James moved to appoint **Karl Braconier as an alternate Planning Board member** to fill the term of Jack Sheehan until May 2024 and to appoint **Jack Sheehan as a regular Planning Board member** to complete the term of Karl Braconier until May of 2025, seconded by Vice-Chair Hazelton. The vote was unanimous.
- The Board reviewed the **abatement recommendation** on Tax Map 7 Lot HP.007 as prepared and submitted by Kerry Connor, assessor with Avitar Associates of New England, Inc.. The Board asked Ms. Sanborn to schedule a meeting with Avitar Associates of N.E., Inc. to review their findings for the recommendation.
- The Select Board signed the **Veterans' Tax Credit** as recommended to be approved by Avitar Associates of N.E., Inc.
- The Select Board reviewed and signed the application for a **Raffle Permit** as requested by Homeopaths Without Borders. The Board approved and signed the application.
- The Select Board reviewed the recommendation for **appointments to the Gazebo Committee**. Chair James moved to appoint Scott Hayes and Cindy Hilson to the Gazebo Committee until September 1, 2023, seconded by Selectman Moriarty. The vote was unanimous.
- The Select Board reviewed and signed the **Policy for Northern Board Regional Commission Grant** – Expenses/Receivables.
- The Board reviewed the request to process the **reimbursement payment to Hubb66, Inc.** for work completed on the Fiber Optics Project. Vice-Chair Hazelton moved to authorize Chair James to sign the memo to process payment to Hubb66, Inc., seconded by Selectman Moriarty. The vote was unanimous.

3:40 P.M.

**DISCUSSION:**

- Ms. Sanborn reported to the Board that Nancy Brooks, owner of the Hebron Village Store, contacted the office looking for **cost sharing with the town for a porta potty** to be located outside the store for the snowmobilers to use. The Board discussed this matter and asked for the cost of the portable toilet and for how long. Ms. Sanborn would get back to the Board with this information.
- Ms. Sanborn discussed with the Board the email from Michelle Matthews (8 George Road) regarding the **George Road relocation project status**. Ms. Sanborn noted that this project had been going on for many years and that she was not certain of agreements made with Mr. Jaques (8 George Road) regarding the subdivision approvals for his property that gave the town an easement to relocate the George Road entrance onto North Shore Road. The abutting parcel, previously owned by Paul Sughrue, has since been sold and there is a proposal for a new subdivision of the parcel. The remaining portion of George Road was to go through this parcel. Vice-Chair Hazelton suggested proposing the George Road right-of-way to the new owners. Selectman Moriarty noted that it was not discussed at the Planning Board meeting when the subdivision was discussed.
- The Select Board reviewed the information to be posted on the town website **regarding House Bill 349** and the fact sheet prepared. Chair James moved to approve wording as proposed by Tracey Steenbergen to

the information sheet on House Bill 349 and to link the fact sheet, seconded by Vice-Chair Hazelton. The vote was unanimous.

3:57 P.M.

**CORRESPONDENCE:**

- **Letter from Avitar ~~Associated~~ Associates of New England, Inc.** – additional hourly rate for defending assessments on utility properties.
- The **updated Local Emergency Operations Plan** has been emailed for review and John Fischer, Emergency Management Director would be attending the next Select Board Meeting to address any questions.

4:02 P.M.

**ANY OTHER BUSINESS:**

- Selectman Moriarty discussed with the Board a **letter submitted, representing the town, opposed to legislation proposed** to change the buffer zones setbacks. Selectman Moriarty stated that letters that represent the town should have recorded input on discussion from the voters.
- Chair James reported to the Board that he and Karen Sanborn, Town Administrator, had attended a couple of webinars regarding **funding available for municipal projects**. The webinar presented by the Community Development Finance Authority (CDFA) offers a new Community Center Investment Program which may be able to assist with funding for the Community/Library Building Project.
- Ms. Sanborn reminded the Board of the **upcoming meetings on the 2023 Budget** on February 8 during the day and February 9 starting at 6:00 p.m.
- Selectman Moriarty reviewed the **Capital Improvements Project spreadsheet** and inquired about a public meeting. Chair James stated that he was not aware of any proposed meetings.

4:16 P.M.

**HOUSE BILL 349 – BRIDGEWATER-HEBRON-GROTON SPECIAL PURPOSE SCHOOL DISTRICT:**

Bill Luti approached the Select Board to review the process for testifying before the House Committee regarding HB 349, to review how to support/oppose the bill through the online portal, and/or submit testimony for the bill through the online portal. Mr. Luti reviewed with the Board the information that would be sent out through the towns email on House Bill 349.

4:42 P.M.

**APPROVAL OF MINUTES:** The Select Board reviewed the Select Board Meeting minutes of January 19, 2023 and made the following correction: page 1, under *Information Technologies – 2023 Proposal*, third sentence – remove “to” after “bring”, page 2, fourth bullet, second sentence – insert “because the expenditures were incurred prior to the notice to proceed”, and page 2, under *Discussion*, fourth bullet, first sentence – insert “on February 7, 2023” after “evening”. Vice-Chair Hazelton moved to approve the Select Board Meeting minutes of January 19, 2023 as amended, seconded by Selectman Moriarty. The vote was unanimous.

4:45 P.M.

**MEETING ADJOURNED:** Selectman Moriarty moved to adjourn the meeting at 4:45 p.m., seconded by Vice-Chair Hazelton. The vote was unanimous.

Respectfully submitted,

Karen Sanborn  
Town Administrator