

TOWN OF HEBRON  
SELECT BOARD MEETING MINUTES  
JUNE 1, 2023

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

OTHERS PRESENT: John Dunklee (Historic District Commission, Chair), John Fischer (Emergency Management Director), Michelle Matthews, Fred and Barbara Kohout (Hebron Common Landscape and Planning Committee members)

2:30 P.M.        **COMMENCED MEETING:** Chair James commenced the meeting.

2:30 P.M.        **HISTORIC DISTRICT COMMISSION – BOCCE COURT:** Chair James asked John Dunklee for the position of the Historic District Commission with regards to the bocce court located on the Hebron Common. Mr. Dunklee informed the Board that the Historic District Commission met with the Hebron Common Landscape and Playground Committee to review the proposed planting of trees on the Hebron Common and the proposed relocation of the bocce court. The commission did not have any issues with the bocce court on the common but had concerns with the court being relocated near West Shore Road due to the size. Mr. Dunklee commented that during the site walk of the Hebron Common the commission felt the table located on the Library side of the common should be replaced with a picnic table or other benches like the others on the common. Mr. Kohout noted that the bocce court was 10'x60' and the committee recently flagged the proposed location on the Hebron Common. The only comments from group of men that used the bocce court was to a shaded area for the location. Mr. Dunklee informed Mr. Kohout that he would review the proposed location of the court.

2:38 P.M.        **UPDATE FROM THE HEBRON COMMON LANDSCAPE AND PLAYGROUND COMMITTEE:** Mr. Kohout informed the Board that he met with Newfound Lawncare about fertilizing the common and discouraged the use of pesticides on the Hebron Common. The common would be limed in the fall. Mr. Kohout relayed to the Board that ~~Bartlett Tree~~[T.L.C. Tree & Crane Services](#) would be removing the trees on the common for \$2,000, Mark Braley (Sadie's Daisies) would be supplying mulch for the shrubs around the front of the Town Office Building, the committee obtained an estimate for shingles for the Gazebo and the committee organized a group of people to paint the gazebo. The flagpole would be painted when ~~Bartlett Tree~~[T.L.C. Tree & Crane Services](#) had their truck here to lower the flagpole. Mr. Kohout inquired about the town's interest in having the playground located on the common. Chair James suggested obtaining more feedback from the townspeople on the playground and recommended an article and survey in the town newsletter. Mr. Kohout felt the playground would have to be done through a warrant article as the equipment is costly. Chair James informed Mr. and Mrs. Kohout that the committee was doing a great job with revitalizing the Hebron Common.

2:50 P.M.        **GEORGE ROAD RIGHT-OF-WAY – STATUS ON RELINQUISHING:** Michelle Matthews approached the Select Board to inquire about the status of relinquishing the George Road right-of-way back to the property owners. Chair James informed Mrs. Matthews that there is a process that needs to be followed by the Select Board per RSA 231:51-52. The abutters of the right-of-way need to be notified 30 days in advance of the public hearing to relinquish the easement. Mrs. Matthews pointed out to the Board that there are no actual deeds recorded for this right-of-way easement. Chair James assured Mrs. Matthews that the Select Board would pursue moving forward with the process to

relinquish the easement. Mrs. Matthews thanked the Board for their assistance in this matter and the work they do for the town.

2:58 P.M.

**EMERGENCY DECLARATION DISASTER DECEMBER 22-25, 2022 – UPDATE:**

John Fischer approached the Select Board to give an update on the disaster declaration of December 22-25, 2022. Mr. Fischer reported to the Board on the May 25, 2023 meeting with the Federal Emergency Management Agency representatives. Mr. Fischer commented on the lengthy discussion for mitigation on a section of Braley Road that washes away every time the Cockermonth River goes over the road with a big storm. Mr. Fischer informed the Board that a mitigation project could be 100% reimbursed by FEMA. The Board discussed addressing the Braley Road issue with two large culverts installed after the Braley Road Bridge on the Brittelli and Esty side. Alternative solutions were discussed as well as hiring an engineering firm for the project. Mr. Fischer relayed to the Board the timeline for restoration of the damage to roads and for reporting on the damage as a result of this declaration. Mr. Fischer noted that the repairs to the roads needed to be completed by September with the exception of Braley Road if mitigation was pursued. Any mitigation work could be completed at a later date. Mr. Fischer informed the Board that he would talk with Ben Hall (Highway Supervisor) about the mitigation project.

3:23 P.M.

**ACTION ITEMS:**

- The Select Board signed the **accounting manifests**.
- The Select Board signed the **Yield Tax Warrant and Certification of Yield Taxes Assessed** to be submitted to the Department of Revenue Administration.
- The Board signed the **letters to James Whiteaker and Alan Baker** thanking them for the time on the Hebron Memorial Beach Committee.
- The Board discussed the **leaf build-up at the Hebron Memorial Beach**. The beach clean-up had already been done when a storm came causing the lake to rise resulting in more leaf build-up again. The leaves are very deep and thick along the shore. The Board discussed various ways to remove the leaves or move them further out into the lake away from the shoreline. Vice-Chair Hazelton informed the Board that he would talk to Ben Hall (Highway Supervisor) about what could be done. Vice-Chair Hazelton commented to the Board that possibly NH Fish and Game would be able to assist with the dredging project so the fish could make it out of the channel into the lake.
- Vice-Chair Hazelton moved to **appoint Audrey Johnson as Town Treasurer** until the end of July 2023, seconded by Selectman Moriarty. The vote was unanimous.
- Vice-Chair Hazelton moved to **reappoint Larry Goodman as a Planning Board Member for three years, Mark Coulson as an alternate member to the Zoning Board of Adjustment for three years, Barbara Kohout as an alternate member to the Conservation Commission for three years, and Curtis Mooney as a Historic District Commission member for three years**, seconded by Selectman Moriarty. The vote was unanimous.
- Vice-Chair Hazelton moved to **appoint Lynda Girard** to the Hebron Memorial Beach Committee, seconded by Selectman Moriarty. The vote was unanimous.
- Selectman Moriarty moved to authorize Chair James to sign the memo to the Administrative Assistant to process the **Town Auditors stipend payments**, seconded by Vice-Chair Hazelton. The vote was unanimous.

- Ms. Sanborn discussed with the Board **increasing the credit line on the town credit card to \$5,000** as many purchases or renewals are done by credit card. The Board discussed a higher increase for emergency purposes. Chair James moved to increase the town credit card limit to \$10,000, seconded by Vice-Chair Hazelton. The vote was unanimous.
- The Board signed the **application for Current Use Assessment** for William Robie, Tax Map 20 Lot 006.
- Ms. Sanborn informed the Board there was an **error with the data collection on two properties located in The Ledges Condominium development**. Ms. Sanborn noted that one parcel would be corrected by abating the property taxes as the property was over assessed and a Supplemental Tax Bill will be issued on the parcel which was not assessed for the new house constructed. The Select Board signed the approval of abatement and supplemental billing. The Select Board signed the Supplemental Tax Warrant.

3:55 P.M.

**DISCUSSION:**

- Ms. Sanborn informed the Board that the **warrant article for the Community Center/Library** had been expended and wanted to know where to expense the cost of printing the pamphlets for town meeting. The Board agreed to charge the expense to the subcontractors account line.
- Ms. Sanborn informed the Board that she would send the **Select Board Rules of Procedure to them for review**. The Board discussed changing the time of the third Thursday Select Board Meeting to 2:30 p.m. as well and continuing the meeting if an individual was unable to attend the early meeting. Chair James moved to change the first and third Select Board Meetings to 2:30 p.m. and to continue any meeting at 6:00 p.m. when necessary, seconded by Selectman Moriarty. The vote was unanimous.
- The Board reviewed the **email from Corey Clark (NH Department of Environmental Services)** regarding the level of Newfound Lake. Ms. Sanborn noted that she had received several concerns from residents regarding the level of the Newfound Lake and beach erosion as well.

4:08 P.M.

**CORRESPONDENCE:**

- Ms. Sanborn relayed to the Board that the **event in town put on by the Hidden Battles Foundation** was well organized this year and the coordinators were polite and respectful to anyone utilizing the parking lot at the Town Office Building that needed to see the Town Clerk.

4:09 P.M.

**ANY OTHER BUSINESS:**

- Vice-Chair Hazelton informed the Board that he would not attend **the next Select Board Meeting** due to a prior commitment.
- Selectman Moriarty informed the Board that **House Bill 349** would be signed today with the amendment of 2 years to withdraw from the Newfound Area School District.
- Selectman Moriarty inquired about the **two Hebron Zoning Ordinance amendments that failed the ballot vote** in May and the impact on the residents. Ms. Sanborn informed Selectman Moriarty that she contacted Katie Paight, State Floodplain Management Program Coordinator of the Office of Planning and Development inquiring about the failure of the amendment to definitions regarding the floodplain and the impact to Hebron remaining in the National

Flood Insurance Program. There may still be time to get the amendment passed before the Federal Emergency Management Agency adopts the changes.

- 4:15 P.M.     **APPROVAL OF MINUTES:** The Select Board reviewed the Select Board Meeting minutes of May 18, 2023 and made the following changes: page 1, under *Public Hearing*, second sentence – change “the amount” to “an amount” and insert “the” before “Assessing Services”, page 1, under *Public Hearing*, third sentence – remove the “\$”, page 1, under *Twin States Clean Energy Link Presentation*, second sentence- insert “located in Hebron” after “existing towers”, page 1, under *Twin States Clean Energy Link Presentation*, after the third sentence – insert “The power could be utilized in NH when the demand is high.”, page 1, under *Twin States Clean Energy Link Presentation*, eleventh sentence – change “putting something” to “ putting an article”, page 1 , under *Twin States Clean Energy Link Presentation*, last sentence – insert “for” before “listening”, page 2, under *Action Items*, fourth bullet, - replace “appropriation” with “donation”, page 2, under *Discussion*, first bullet, second sentence – remove “hitting the pole”, and page 3, under *Any Other Business*, third bullet, third sentence – remove the sentence. Vice-Chair Hazelton moved to approve the Select Board Meeting minutes of May 18, 2023 as amended, seconded by Selectman Moriarty. The vote was unanimous.
- 4:24 P.M.     **MEETING ADJOURNED:** Vice-Chair Hazelton moved to adjourn the meeting at 4:24 p.m., seconded by Selectman Moriarty. The vote was unanimous.

Respectfully submitted,

Karen Sanborn  
Town Administrator