

TOWN OF HEBRON
SELECT BOARD MEETING MINUTES

August 17, 2023

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

OTHERS PRESENT: Travis Austin (Police Chief), Steve Nilhas (Interim Superintendent, Newfound Area School District), Bill Luti, John Fischer

2:30 P.M. **COMMENCED MEETING:** Chair Hazelton commenced the meeting at 2:30 p.m.

2:30 P.M. **INTRODUCTION – INTERIM SUPERINTENDENT, NEWFOUND AREA SCHOOL DISTRICT (NASD):** Steve Nilhas approached the Select Board to introduce himself, give some of his background and how he arrived at applying for the Interim Superintendent position. Vice-Chair Moriarty discussed with Mr. Nilhas the bill recently signed by Governor Sununu, HB 349 with amendments, allowing the towns of Hebron, Groton, and Bridgewater can form their own school district separate from the NASD and asked for his thoughts on the matter. Mr. Nilhas commented that Monday, August 14 was his first NASD Budget Meeting he attended so he was not familiar enough with the bill to comment. Mr. Nilhas noted that the planning for the proposed new elementary school construction had been put on hold. This may be directly related to the passing of HB 349. Vice-Chair Moriarty stated that the discussion should be started with regards to a change in the 7-town school district. Mr. Nilhas informed the Board that the NASD School Board has formed a Steering Committee to start looking at scenarios for the Newfound Regional High School. Vice-Chair Moriarty noted that the towns would like to have accurate information to pass onto the voters before the vote to withdraw from the NASD is put forward. Chair Hazelton expressed to Mr. Nilhas the need to know if a relationship could be formed with the NASD as soon as possible as the three towns need to prepare for the upcoming vote in March 2024. Mr. Nilhas commented that he is just getting to know the district and understands that the towns and times have changed since the district was originally formed. Mr. Nilhas asked the Board if the three towns have appointed Board members to start planning the withdrawal process. Vice-Chair Moriarty replied yes. Vice-Chair Moriarty thanked Mr. Nilhas for taking the time to meet with the Board and informed Mr. Nilhas that the Board is always open to meeting and discussing the NASD issues and needs. Mr. Nilhas left the meeting at 2:52 p.m. Bill Luti approached the Board and relayed that he thought they did a great job looking ~~from~~ for cooperation from the school and hearing sooner on their decision about negotiating tuition for the students to attend Newfound Regional High School.

2:58 P.M. **EMERGENCY MANAGEMENT DIRECTOR POSITION:** John Fischer approached the Select Board to discuss the recent health news with regards to Arthur Burdette (recently appointed Emergency Management Director). Selectman James clarified with Mr. Fischer the need to find a new Emergency Management Director when he resigned as Fire Chief because the same person did both jobs. Mr. Fischer replied that he understood. Mr. Fischer noted that Mr. Burdette would be stepping down from the position due to current health conditions. Mr. Fischer noted that he had been working on the most recent declaration basically by himself as Mr. Burdette was only able to attend a couple of meetings before his surgery. Chair Hazelton asked Mr. Fischer to stay on as Emergency Management Director until a new EMD has been hired and trained. Mr. Fischer agreed to stay on.

UPDATE ON DECEMBER 24-26, 2022 DECLARATION: Mr. Fischer gave an update on the current declaration and discussed moving forward with the Braley Road and Valley View Road paving projects. Mr. Fischer noted that the FEMA representatives were looking for a signed contract for the paving so the repairs would be covered. Mr. Fischer and the Board discussed the alternative proposal for Braley Road mentioned by Ben Hall, Highway Supervisor, at one of the

FEMA meetings. If this proposal was to be done on Braley Road, then more information and planning needs to happen ~~as well~~ soon. Chair Hazelton informed Mr. Fischer that he would try and get a signed contract for paving from Mr. Hall.

3:25 P.M.

ACTION ITEMS:

- The Select Board signed the **accounting manifests**.
- The Select Board signed the amended **Select Board Rules of Procedure**.
- Ms. Sanborn relayed to the Board that the **MS-1 Inventory of Taxable Property** was not ready as Avitar Associates of New England, Inc. needs to complete updating the utility values.
- Selectman James moved to approve the **Public Gathering Permit** for the Hebron Union Congregational Church to hold the annual yard/ book sale on the Hebron Common in front of the church on September 2, 2023, seconded by Vice-Chair Moriarty. The vote was unanimous. The Public Gathering Permit was signed.
- Selectman James moved to authorize Chair Hazelton to sign the **Roofing Contract with Jasmor Properties, LLC** for the gazebo roof on the Hebron Common, seconded by Vice-Chair Moriarty. The vote was unanimous. The contract was signed.
- Ms. Sanborn informed the Board that the original letter authorized Madeleine MacDougall (prior Tax Collector) to accept prepayments for property taxes which the Town Auditors felt the letter should address the position, not an individual. Ms. Sanborn noted this **letter is to clarify the authorization of accepting prepayments by the Tax Collection (position)**. The Board signed the letter.

3:37 P.M.

DISCUSSION:

- The Board reviewed the **email drafted by Bill Luti** regarding moving forward now that Governor Sununu has signed HB 349 as amended. The Board approved sending the email.
- Vice-Chair Moriarty reported to the Board on an **issue with cars doing burnouts** on Kill Mountain Road and Skyline Drive. Vice-Chair Moriarty noted there was a question regarding the ownership of this section of road. Chief Austin relayed to the Board that he spoke with the individual in the vehicle and this matter should be resolved.
- Ms. Sanborn reported to the Board that the Hebron Common Landscape and Playground Committee was proposing a **fake rock to cover the wellhead on the common**. The Board did not see it as an issue and felt this was unnecessary.
- Selectman James updated the Board on the **Fiber Optics Project with Hub66**. Selectman James reported that the utility poles are slowly getting replaced since Consolidated Communications recently sold their poles to Eversource. Once the utility lines have been transferred to the new poles, Hub66 can then run the fiber optic lines. There is a photo opportunity with Hub66 on September 21, 2023 at 2:00 p.m.
- Selectman James reported to the Board on the **meeting with a representative from Community Development Finance Authority (CDFA)** concerning the grant that was applied for by the Board for the Community Center/Library Building. The town would have received the grant funds had the warrant article passed. Selectman James informed the Board that other opportunities will be available again through the same organization.
- Selectman James informed the Board that the **communication system upstairs** that was installed to be able to hold ZOOM meetings **is not working due to the equipment**. The Board authorized Selectman James to work on resolving the issue with a technician.
- Ms. Sanborn pointed out **two cracks on the exterior wall of the Select Board's Office**. The Board felt that the cracks were at a seam of the sheet rock and that John Poulos (General Maintenance) could repair them. Ms. Sanborn noted that there are no electrical outlets on this wall and now may be the time to install them. The Board asked Ms. Sanborn to discuss this with Mr. Poulos.

3:58 P.M.

CORRESPONDENCE:

- **Letter from the Federal Emergency Management Agency** informing the town that the flood hazard determinations are considered final. Ms. Sanborn informed the Board that she would speak with Katie Paight (State Floodplain Management Program Coordinator, Office of Energy and Planning) regarding the impact to the residents with flood insurance as the amendments to the definitions were not approved at the May 2023 Town Meeting.
- **Thank you from the Grafton County Senior Citizens Council, Inc.** for the annual donation.
- Update from Audrey Johnson on the **Ambulance Non-Transport Project**.

4:07 P.M.

ANY OTHER BUSINESS:

- Ms. Sanborn relayed to the Board that the **Library Trustees has inquired about borrowing the projector** for an upcoming presentation at the Red Barn located at 41 North Shore Road. The Board approved the request.
- Ms. Sanborn informed the Board that she was planning on **vacation from August 28 to September 1, 2023**. The Board approved.

4:13 P.M.

APPROVAL OF MINUTES: The Select Board reviewed the Select Board Meeting minutes of August 3, 2023 and made the following corrections: page 1, fifth bullet under *Action Items*, first sentence – change “to Alison” to “from Alison”, second bullet, top of page 2, fourth sentence – replace “various” with “authorized budget”, and page 2, under *Non-Public Session*, - change “int” to “into”.

The Select Board reviewed the Select Board Non-Public Session minutes of August 3, 2023 and made the following correction: page 1, Non-Public Session – change “int” to “into”.

Selectman James moved to approve the Select Board Meeting minutes of August 3, 2023 and the Select Board Non-Public Session of August 2, 2023 as amended, seconded by Vice-Chair Moriarty. The vote was unanimous.

4:18 P.M.

MEETING ADJOURNED: Selectman James moved to adjourn the meeting at 4:18 p.m., seconded by Vice-Chair Moriarty. The vote was unanimous.

Respectfully submitted,

Karen Sanborn
Town Administrator