

Town of Hebron
Selectmen's Meeting
Minutes
April 11, 2022 6 p.m.

NOTE: Unless otherwise stated E.O. is Elizabeth Olsen, CS is Curtis Smith and GV is Gino Valeriani

1. Call TO ORDER and FLAG SALUTE – Chairman Elizabeth Olsen presided

2. ACTION ON MINUTES
 - 2.1 Action on Minutes dated March 28, 2022.

Moved by GV and seconded by CS to accept the minutes of March 28, 2022, passed unanimously.

3. ADJUSTMENTS TO AGENDA –

4. PUBLIC COMMENTS – None.

5. BUSINESS ITEMS
 - 5.1 Robert Downey - RFP for Paving – Review and Motion to accept a bid.

Comparing current bids, options, and funds available for the paving work. The priority is finishing Station Road, Cul de Sac on Mineral, and Oxford Road. Need final proposal from Allstates to make a better comparison between the options. EO made a motion to approve Allstates' proposal for Station Road, Mineral Drive, and Oxford Road subject to the whole proposal including shim and overlay, butt joints, and handwork fall within budgetary constraints after confirming what is available for LRAP funds. CS seconded and the motion passed unanimously.

Robert Downey advised that he knows a person that can supply a telephone pole to install a new light to illuminate a dumpster at the transfer station. Other options were discussed. Would need to purchase a light, run the wire, etc. The decision was to get the pole delivered to start the project and the Highway Department will install the poll and call an electrician for the light installation.

 - 5.2 Update on emails for the board.

CS advised that we could get up to 20 emails from the website for \$10/month, for addresses for department heads, planning board, and Selectmen. GV suggested that all the selectmen should have access to the account that currently is the hebron1 account which is the primary responsibility of the Chair. EO suggested forwarding all of the messages to the selectmen that would like to see them. CS wanted to know why that would be necessary. GV responded that wasn't the point, should the Chair or one of the other Selectmen be away or incapacitated the others could monitor the incoming mail as well as routinely check that something has not been missed. GV also suggested having the header of the Hebron1 account removed or changed, the current header includes the name of the previous Chair. Depending on how the town responsibilities are assigned those individuals would have their accounts to primarily do related business. EO suggested we have this discussion after the responsibilities were determined. It was moved by CS to allocate an extra \$10/month for up to 20 email addresses and he will contact Greenlight. Seconded by GV and voted unanimously.

5.3 Office Hours – Discussion of Late Night and Hours – TABLED

5.4 Discussion of lack of Ballot clerks – suggestions.

Motion to close the office for business on the day of the Primary Elections – Tuesday, June 14 by EO, seconded by CS. Passed.

GV motioned to appoint Joan Deans and Dianne Tribeau as election clerks, seconded and passed. GV reminded the board that Richard Deans was willing to step in as Election Warden if needed.

Brie Bailey was appointed as the Election Warden and Registrar.

5.5 Discussion/decision on the disbursement of Board of Selectmen Duties

It was decided that EO would take the role of Office Management, CS would handle Sanitation and General Assistance and GV would have Public Works.

6. CHAIRMAN'S REPORT

- Insurance was renewed
- The clerk/Treasurer Position was posted on INDEED
- Transfer Station End of Year Report Completed
- Quarterly Unemployment Report Submitted
- Public Works Foreman advised Truck 2 needs brake pad repair.

7. Selectmen Items

7.1 Pest Control at the Town Office (wasps)

After discussion of the wasp and ant infestation, EO moved to hire a company to take care of the wasps subject to the cost being no more than \$499. Seconded by CS. All approved.

8. Signed Warrants #9, #10, 11 – warrants were reviewed and signed.

9. Executive Session per M.R.S.A Title 1, Chapter 13, Section 405 (6)(A) to discuss a personnel matter Discussion/review of resumes – Filing the Position of Tax Collector, Town Clerk

10. ADJOURNMENT

Motion to adjourn by GV and seconded by CS at 9:15 PM - passed unanimously.