

TOWN OF HEBRON
SELECTMEN'S MEETING

MINUTES
May 9, 2022 6 PM

EO Elizabeth Olsen, CS Curtis Smith, GV Gino Valeriani unless otherwise noted.

CALL TO ORDER at 6 PM and FLAG SALUTE – Chairman Elizabeth Olsen presided. All selectmen were present.

1. Entered into an executive session to discuss a personnel matter pursuant to M.R.S.A. Title 1, Chapter 13, Section 405 (6)(A) with Holly Packard.
2. ACTION ON MINUTES
 - 2.1. *Action on minutes dated April 25, 2022.*
Moved to accept by GV. CS Second. All approved.
3. ADJUSTMENTS TO AGENDA
To sign the SAD 17 budget Warrant
Vote on accepting Dianne Tribeau as a Ballot Clerk.
4. PUBLIC COMMENTS – Please state your name and Town that you are from for the record
NO PUBLIC PRESENT
5. BUSINESS ITEMS
 - 5.1. RFP for Paving – Review
Discussion about the bid from ALLSTATES for road work.
CS moved, second by GV to accept the proposed contract using \$150,000 plus no more than \$86,000 of LRAP. All approved.
 - 5.2. 2022 Certified Ratio Declaration
EO informed the Board that Hebron's developed parcels are at 91% which means we can certify at 100%. Discussion about the possibility of a lower % in the future due to market stability.
GV moved, to certify at 100% and have O'Donnell CMA check the figures and submit the forms. All approved.
 - 5.3. Oxford County Warrant
GV moved to sign the Warrant, second by EO. All approved.
 - 5.4. Generator – bid
GV reported back to the Board on a proposal for the sale of the old Office Propane Generator. GV wrote up an advertisement for the sale of the generator with a description and photos. GV spoke with Flander's Electric. Determined the generator still has some remaining time on the warranty and it is transferable. The recommended price is \$1500. Advertisement to be placed on the Town Website, Maine

Municipal, and possibly on Facebook. In addition, packets will be made, some available at the office, at the Post Office, and at Storekeepers. Will ask Town Clerk to help facilitate.

6.5 Vote on accepting Dianne Tribeau as a Ballot Clerk

GV moved to appoint Dianne Tribeau as a Ballot Clerk with a term expiring on May 9, 2024.

Second by EO. All approved.

6. CHAIRMAN'S REPORT

6.1. ARPA Reporting

EO reported having difficulty with some reporting issues regarding ARPA. GV was asked if he would be willing to help make the connections with the appropriate entities for the submission of some required documents. GV accepted and will report back on the status of the efforts.

6.2. GWI – ConnectMe Grant award

EO reported that Hebron and two other towns, Sumner and Hartford, had received grant money in partnership with GWI. GWI will be doing a press release.

6.3. Transfer Station Beautification

EO informed the Board that DEP was coming this coming Friday to inspect the Transfer Station. Discussion ensued regarding cleaning things up a bit. As part of the conversation, EO suggested having the entrance fence painted and perhaps getting some mulch placed around the fence poles. GV had had a recent discussion with the Public Works supervisor about replacing the Transfer Station sign with a new one. EO had another concern. The loader used to pick up the metal bins has a tine that is misaligned and damaging the bins. CS has asked the Transfer Station supervisor to speak with the Public Works Supervisor to try to address this. GV will also follow up with Public Works.

7. SELECTMEN ITEMS

EO arranged a meeting with the assessing agent in New Gloucester. GV and CS will also (possibly) attend.

CS distributed the new email addresses for the Town with an explanation of how to set them up. CS advised one can go direct to Webmail or for some, to preferably set up on Outlook.

8. SIGN WARRANTS – # 15,16,17

Signed.

9. REVIEW OF PERSONNEL POLICY

EO suggested and the Board agreed that it is time to review the Town's Personnel Policies. Board members were tasked with reviewing the Policy before the next meeting with attention to what we have heard from employees and candidates i.e., things like vacation time, mileage reimbursement, and others. Also, to consider whether the language of the policy needs to be updated.

10. ADJOURNMENT – Motion to adjourn at 8:45 PM by Curtis Smith, seconded by Gino Valeriani, approved.