TOWN OF HEBRON
SELECTMEN'S MEETING

November 14, 2022
6 PM

NOTE: EO = Elizabeth Olsen GV = Gino Valeriani CS = Curtis Smith

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

2. ACTION ON MINUTES
    2.1. Action on Minutes dated October 24, 2022.
    Move to accept GV/ Second by CS /Motion passed

3. ADJUSTMENTS TO AGENDA
    EO requested an executive session at the end to discuss personnel matter

4. PUBLIC COMMENTS – Please state your name and the Town that you are from for the record
    No public present

5. BUSINESS ITEM

    5.1. Review of Planning Board By-laws
        Tabled/ need more input from the planning board
    5.2. Closing the town office
        EO informed that the Town office will be closed for this week (at a minimum) due to illness.
        Note posted on the door Town Office door advising Motor Vehicle registrations can be done
        online with the BMV. Motor Vehicle registrations and licensing can be done at the Oxford
        Town Office because of an intermunicipal agreement. Oxford cannot process tax payments.
        This information has also been posted on the Town Page and Facebook.
        GV will pick up the mail and call BMV to advise there will be a delay in submission of the
        BMV reports will be delayed.

6. CHAIRMAN'S ITEMS

    6.1. Review of Tax bill wording
    EO reported a citizen noticed an error in the information printed on the tax bills. The statements read
    "Without State aid to education, State revenue sharing, and State reimbursement for the Maine
    homestead property tax exemption, your tax bill would have been 148% higher."
    This is incorrect. The assessor does this calculation. It appears this info was only placed on the tax
    bills. Most likely a typo but will have to check with the assessor for the correction. This has no
    effect on the tax bill itself.
    GV and CS wanted clarification of the wording. "your tax bill" means all tax bills for Hebron not
    a given individual tax bill.

6.2 Update on Election

EO reported the election went off with few issues. EO came in to assist with some things in the Evening.

6.3 Audit / account review

EO reported some accounting issues. ARPA funds not where they are supposed to be. He Clerk is working on correcting the locations in TRIO. It is a carry forward issue. Clerk is checking carry forwards of accounts. GV asked if the ARPA funds are in locations where they might be used inappropriately. EO stated they were not.

6.4 Budget calendar

General discussion of the budget planning process for next year's budget. Selectboard will be Meeting December 7th, 14th and 21st. and 1/4/23 if necessary. Plan to work by departments.

7. SELECTMEN ITEMS

    Update on review of sick and vacation time policy with Public Works
    GV and CS reported meeting with the Public Works Foreman regarding the updated
    Sick and vacation time policy. Updated policies have been signed by the Public
    Works employees and returned to the town office.
    GV gave update on a request by Public Works to bring on a per diem driver to assist PW
    During critical times, such as when all other employees are tied up during a storm.
    An application was received. BMV check and background check complete. Individual completed
    new hire paperwork at the town office.
    CS reported on a resident request. The resident has the sole house on the road. Resident requested a
    Private road sign. Discussion ensued. Resident already has a 911 address. A sign cannot be placed
    unless there are new addresses on the road.
    CS gave an update on the acquisition CS of signs for the Transfer Station and Public Works.
    Expecting estimates. Options for Public Works: New large sign or smaller sign to be posted by the
    road. Possibly the old large sign could have the laminate replaced at reduced cost.
    Transfer Station: Basic sign with hours of operation and alternative hours sign.

8.. SIGN WARRANTS

    Moved by GV, Seconded by CS

9. EXECUTIVE SESSION to DISCUSS a PERSONEL MATTER

    Moved by GV, Seconded by CS at 7:14 p.m.
    Out of Executive Session at 7:45

10. ADJOURNMENT

    Motion by CS, Second by GV