

**TOWN OF HEBRON  
SELECTMEN'S MEETING**

**August 14, 2023**

1. **CALL TO ORDER and FLAG SALUTE** at 5:53 PM– Chairman Elizabeth Olsen presided. Selectmen Gino Valeriani and Derek Pike, Town Clerk Holly Packard, Treasurer Terri Grover, Jim MacDonald and Ron Smith from RHR Smith were all in attendance.
2. **ACTION ON MINUTES**
  - 2.1. *Action on Minutes dated July 24, 2023 - Gino motioned to accept the minutes, Elizabeth seconded, 3-0.*
3. **ADJUSTMENTS TO AGENDA** - *The meeting was called to order at 5:53 PM as Ron Smith had agreed to attend and discuss the Audit.*
4. **PUBLIC COMMENTS**
5. **BUSINESS ITEM –**
  - 5.1. RHR Smith – Audit discussion – *Ron informed the Board that the Town was looking financially healthy. He suggested putting more funds into Capital Reserve. Elizabeth expressed the need to have Lori-Anne come in to help get the correct beginning balances into Trio and show Terri how to utilize the check reconciliation part to move forward. Ron agreed to come to the Special Town Meeting and reassure the citizens that we are financially sound and on the right track.*
  - 5.2. Financial Statements – *Needs the Boards signatures to sign off on the audit. Gino motioned, Elizabeth seconded, 3-0.*
  - 5.3. Review of Building Code Ordinance – Motion, move to Special Town Meeting – *Gino let the Board know that he and Kingston would be attending the Planning Board's meeting tomorrow night at their monthly meeting. The example Elizabeth gave them was what we currently have but without the MUBEC strict rules which we aren't required to have at this point. They discussed what the State has in mind in the next year or two, possibly having to remove woodstoves from our houses. We can continue to adjust the code, we need to start somewhere.*
  - 5.4. Review and approval of Sept. 11, 2023, Warrant – *The Board went over the warrant, they discussed the options of have it printed or print it ourselves. Terri was asked to get a price on having it printed and mailing it bulk mail.*
  - 5.5. Moody Library and Fire Station Repairs – *Derek was given the keys to the library and he plans to stop by to see what needs to be repaired. He should have information for the next meeting. The Board briefly discussed the repair of the Fire Station and that more information is needed.*
  - 5.6. Job Description – Highway Foreman – *They went over the job description, noted that several key qualifications were omitted and needs to be added. Gino mentioned that it should include*

**TOWN OF HEBRON  
SELECTMEN'S MEETING**

*that the trash truck needs to be taken to Maine Waste to Energy in Auburn as needed.*

- 5.7. Treasurer's Disbursement Warrants Policy – *Elizabeth explained to Gino and Derek that this policy permits that only one signature is needed for checks made out to the State of Maine and payroll warrants and needs to be sign every year.*
- 5.8. Cemeteries-Jim MacDonald – *Jim explained that he had taken a four-day workshop on cleaning and repairing cemetery headstones. Jim said he would start out working with the tablet stones as they are easier. He does plan to attend future workshops to improve his ability to work on the more involved stones. He explained that he won't charge any labor but would like the town to provide the pea stone and the appropriate gravel. He would like that to be stored at the Hebron Town Garage so he can have access to it when needed. Elizabeth asked Holly and Terri to look into the State Statue on Cemetery laws for the next meeting.*
- 5.9. Discuss Jason Strong's bush hogging at the Transfer Station - *Last year Jason was paid \$500 for bush hogging the Transfer Station, this year trees need to come down. Jason told Derek \$1500 - \$2000 to spend the whole day to get it cleaned up, Elizabeth thought \$1500 was budgeted for that. Derek will call Jason and let him know.*

**6. CHAIRMAN'S ITEMS**

- 6.1. Prep for Special Town Meeting September 11, 2023, 6 PM** - *Elizabeth asked everyone to think of any questions we might have so we can discuss it more at the next Selectmen's meeting on the August 28<sup>th</sup>.*
- 6.2. FEMA reporting for August 8<sup>th</sup>, 2023** - *Elizabeth & Terri updated the Board on the invoices that we will receiving from the Allen Road damage that needs to be reported to FEMA.*

**7. SELECTMEN ITEMS –**

- *Gino said the lights in Highway Garage are all installed and look good.*
- *He informed the Board that the Allen Road has been repaired and paved.*
- *Bob told Gino that he gave Kevin a list of things that will be coming up so he is aware.*
- *Gino updated the Board regarding the radio frequency. Another letter was sent out and the Fire Chief from Leeds hasn't responded at all. Gino said he had spoken to the Administrative Assistant she said she had shown it to him and she will show the Selectmen. Elizabeth asked what the next step was, Gino said we need to send three more letters out in 10-day intervals.*
- *Elizabeth updated the Board regarding the Greenwood Mountain Road drainage issue, she said that she had spoken to Jodie, who is having the water issue, then she spoke to Dave, who is creating the water issue. Dave said he was going to have an excavator to come in and try and fix the configuration. It hasn't happened as of yet.*
- *Derek said he was still working on the signs for the Transfer Station.*

8. **SIGN WARRANTS** – 42, 43, 44 – Gino motioned to sign the warrants, Elizabeth seconded, 3-0.

**TOWN OF HEBRON  
SELECTMEN'S MEETING**

9. **Executive Session** per M.R.S.A. Title 1, Chapter 13. Section 405 (6) (A) Elizabeth motioned to go into executive session at 8:18 to discuss a personnel matter/review resumes – Road Foreman Position, Gino seconded, 3-0. Gino motioned to come out of executive session at 9:15, Elizabeth seconded 3-0

**10. ADJOURNMENT** *Gino motioned to adjourn at 9:15, Elizabeth seconded, 3-0.*