

**TOWN OF HEBRON
SELECTMAN'S MEETING**

**April 28, 2025 6pm
Minutes**

1. CALL TO ORDER and FLAG SALUTE – *Chairman Butch Asselin presided. Selectmen Elizabeth Olsen, Selectmen Joseph Chretien, and Deputy Clerk Alicia Bryant were all present.*
2. ACTION ON MINUTES
 - 2.1. Action on Minutes dated April 14, 2025 – *Elizabeth motioned to approve minutes dated April 14, 2025. Joseph second, 3-0.*
3. PUBLIC COMMENTS – *NONE*
4. BUSINESS ITEMS –
 - 4.1. Appoint Jason Strong to two-year term on Planning Board
Elizabeth motioned to approve appointing Jason Strong to a two-year term on the Planning Board. Joseph second, 3-0.
 - 4.2. Discussion and decision on accepting clothing quote from Perfect Stitch Embroidery, Screen-printing & Promotion for Highway and Transfer Station employees. – *Board discussed what is needed for Highway and Transfer Station uniforms and reviewed quotes. Butch motioned to accept option 1 from Perfect Stitch Embroidery with 8 sets for the Highway Department and 3 for the Transfer Station. Elizabeth second, 3-0.*
 - 4.3. Discussion and decision on the disposition of the 2010 International truck – *Joseph mentioned how the 2013 truck is worse off than the 2010 truck. Elizabeth agreed and mentioned when the board talked about replacing a truck a committee of citizens said that the older truck must go (2010) and be replaced with the same style truck, smaller truck, and was told to keep the 2013. The Board talked long term hopes for the 2013, possibly switching out the trash truck body and system and put it on the 2013 to use. Board spoke about putting the 2010 on Muni Bid and set the minimum bid of 15,000 and parking it at the fire station for traffic to see. Also checking into Public Purchase for listing it as well. Butch motioned to put the 2010 truck for sale on Muni Bid and town website for minimum bid of 15,000. Elizabeth second, 3-0.*
 - 4.4. First reading of Fund Balance Policy – *Board reviewed the Fund Balance Policy and changes made. Elizabeth asked what the recommendation was from R.H.Smith and BlueStar Accounting was for a calendar year town only receiving revenue primarily once a year at the end of the year and setting the budget for the year before the school and county budgets have been set. Elizabeth mentioned about taking the previous year school appropriation and using that for our minimum. Board tabled for now and will revise and have a second reading. Butch will reach out to BlueStar for consult.*
 - 4.5. First reading of Credit Card Policy – *Board noted to change wording on some language, finance clerk to treasurer. Adding in our tax-exempt number.*

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- 4.6. Accept the services of Jonathan Pottle, esq of Eaton-Peabody, 80 Exchange Street, Bangor, Maine as the town's attorney – *Elizabeth motioned to accept Jonathan Pottle, esq of Eaton-Peabody as the town's attorney and have Butch Asselin, chairman, sign authorization to sign letter on behalf of the Board. Butch second, 3-0.*
5. SELECTMEN ITEMS – *Butch gave an update on DEP report for Transfer Station. Discussion was had of the layout of the transfer station, arranging things around, obtaining things needed for DEP and discussion of buildings and storage. Purchasing of cement barriers for the for the hot ash area, refrigerators and tire areas. Returnable cans and bottles no longer accepted, suggested dropping them off at Hebron Station School as they have a bottle drop off/fundraising or donating to the Historical Society. Butch mentioned about having reserve accounts for the transfer station. Start off small 5/10 thousand and use them for overages, buying things and repairs. Elizabeth mentioned how the statutes were written we would need to check into or label differently, and some would need a special town meeting to pay for. Butch mentioned recognitions: letters and plaques. Board discussed ideas for the recognizing for the future and ideas for the town report. Butch went over RFPs for paving and striping- review before posting, Elizabeth noting to have miles and bid sheets, receive liability insurances and 1099s. Butch questioned signs for Highway Department being paid from ARPA funds. Board reviewed invoices from signs at Highway and Transfer Station and had a discussion what was allotted for ARPA. Butch went over some bids/quotes for winter sand from Lucas. Town went with Youland and gave us a great price, delivered, will look into getting another quote from them as well. Joseph recommended highway helping with sand delivery and using our trucks.*
6. SIGN WARRANTS – Warrants #21, #22, #23, #24
Elizabeth motioned to sign Warrants #21, #22, #23, and #24. Butch second, 3-0.
7. EXECUTIVE SESSION – Pursuant to 1M.R.S. § 405(6)(A) to discuss the resumes of Town Administrator – *Elizabeth motioned to enter into Executive Session at 7:45pm. Butch second, 3-0. Board came out of Executive Session at 8:30pm.*
8. ADJOURNMENT – *Elizabeth motioned to adjourn at 8:30pm. Butch seconded, 3-0.*