

**TOWN OF HEBRON
SELECTMAN'S MEETING**

**June 23rd, 2025 6pm
Minutes**

1. CALL TO ORDER and FLAG SALUTE – *Chairman Butch Asselin presided. Selectmen Elizabeth Olsen and Selectmen Joseph Chretien and Deputy Clerk Alicia Bryant were present.*

2. ACTION ON MINUTES

2.1. Action on Minutes dated June 9th, 2025 *Elizabeth motioned to approve minutes. Butch second, 3-0.*

3. PUBLIC COMMENTS – NONE

BUSINESS ITEMS –

4.1. Sign Alicia Bryant's appointments for Town Administrator, General Assistance, Treasurer, Deputy Clerk and Deputy Tax Collector – *Elizabeth noted that the deputy is always sworn in by the lead role, i.e. Treasurer swears in deputy Treasurer. Also stated that the board is elected by the town for General Assistance Administrator and recommended to appoint Alicia as the deputy General Assistance Administrator. Butch agreed. Elizabeth motioned to sign appointments for Alicia Bryant for Town Administrator, Treasurer and Deputy General Assistance Administrator.*

4.2. Sign Holly Packard's appointment for Deputy Treasurer – *No action from the board as Alicia will appoint Holly.*

4.3. Discussion on setting a date for the meet and greet open house – *Board discussed setting the date for the Open House Meet and Greet. Set date as Wednesday July 30th, 2025 from 3-6pm. Discussed putting out invites to the local government representees, vendors and citizens. Board talked about having light refreshments.*

4.4. Third reading of the Fund Balance policy – *Board discussed the fund balance policy and Marc Roy- BlueStar Accounting email about the percentage, 6–10-year decline, cash flow and the 30-35% with reserves over the next 6 years. Elizabeth said to or above the 35%. Joseph questioned the 35% above last year spending. Elizabeth stated, no just at the start of the year, rest in reserves. Target expenders and range of inflow and outflows.*

Elizabeth motioned to approve the Fund Balance Policy with the amend of 30/35% less debit service. Joesph second, 3-0.

5. **SELECTMEN ITEMS** – *Elizabeth gave an update with the transfer station, with prices going up from waste disposal, Brian had suggested to Elizabeth about not putting mattresses in the roll off as we get charged per tonnage and per mattress and gave some supporting ideas for them. Board feels this isn't a good idea because employees would have to touch, store and move them after sitting out, and worth just getting them taken care of.*
Butch mentioned that people have still been getting into the transfer station after hours. Noted that there was a couch and chair brought in last week after closed. Even left drag marks around the gate. Board talked about adding more signs saying no admittance after closure and getting a camera.
Butch also questioned if people not from town were using the transfer station or having a service pick it up and brought it in from another town. Elizabeth suggested looking into changing/ updating stickers placed on vehicles or handing out post cards with license plate numbers written on them, board agreed.
Butch wanted to give thanks to Brian for coming in on his day off to get the trash truck running and replacing the battery.
Butch brought up Bearse Cemetery and the lack of maintenance. The town is responsible for caring for veterans' graves from before 1880, even in private cemeteries, this needs to be done. The person that normally cares for this cemetery was having equipment issues, but needs to let the town know. Butch requested to check with Jim MacDonald about dates on graves and Davis Packard for all names/locations of the veterans. Board suggested starting to get other people involved to take over for them so others are in the known as well. Gathering all the info: listings, photos, contracts, town property and private.
Butch mentioned about a complaint about lots of dog poop at the H. Packard ball fields and the parking lot as well. Spoke about from possibly the sled dogs or the tenants at neighboring properties. Board discussed getting more signage and a trash can with a bag for the dog waste. Elizabeth mentioned possibly getting a fence down the road and add into the budget, and looking to grow the rec department. Joseph mentioned if people don't take care of it, they may lose the opportunity or have to sign it out to use it.
Butch mentioned about adding to the personnel policy to include a buy out for not taking the town health insurance policy. Make it across the board. Employees need to show proof of insurance before getting the stipend and once annually.
Butch gave an update on the 2013 being down again, warranty work at Allegiance with seals. Joseph is going to look into it and get some quotes.

6. SIGN WARRANTS – Warrants # 31 and #32 – *Butch motioned to sign warrants #31 and #32. Elizabeth second, 3-0.*
7. ADJOURNMENT – *Butch motioned to adjourn at 7:33pm. Elizabeth second, 3-0.*