

MISSION STATEMENT

The Board of Selectmen, acting as stewards of the Town and agents of the people, will provide services that promote safety; an affordable healthy living environment; and through effective land use and town resources, an economic base that creates jobs and tax assistance to the community while preserving our rural historic character.

**TOWN OF HEBRON
BOARD OF SELECTMEN
REGULAR MEETING
HEBRON TOWN OFFICE BUILDING**

Thursday, December 15, 2016

7:30 p.m.

AGENDA

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. PUBLIC COMMENT

This section of the agenda is reserved for persons in attendance who wish to briefly address the Board of Selectmen. The Board requests that comments be limited to three minutes or less. Persons wishing to address the Board regarding agenda items should request clarification from the Chair as to whether or not they should speak during the public comment portion of the meeting or at the time the agenda item is considered.

4. APPOINTMENTS/RESIGNATIONS

- a) CIP Committee – Appointment
- b) Douglas Library Board of Trustees Appointment

5. OLD BUSINESS

- a) Self-Funded Medical Insurance Update
- b) CNG Proposal for Gas Line Extension
- c) Approve Purchase of Police Cruiser ****
- d) Streetlight Acquisition Discussion/Decision ****
- e) Other Old Business

**** No need for discussion or action at this time

6. NEW BUSINESS

- a) Discuss Town Manager's Annual Review Process
- b) Draft Agenda for January 5, 2017 Meeting
- c) Other New Business

RECEIVED
2016 DEC 12 A 11:23
HEBRON TOWN CLERK
[Signature]

7. TOWN MANAGER'S REPORT

- a) Recent Activities
- b) Correspondence
- c) Town Manager Updates

8. CONSENT AGENDA

Consent agenda items are considered to be routine in nature, which the Board may not need to discuss individually and may be voted on as a group. Any board member who wishes to discuss a particular item in this section may request the Chair to remove it for later discussion and a separate vote if necessary.

a) APPROVAL OF MINUTES

8.a.1 December 1, 2016 – Regular Meeting

b) TAX REFUNDS

9. LIAISON REPORTS

- a) AHM Youth Services – Brian O'Connell
- b) CIP Committee – Clara O'Brien
- c) Hebron BOE – Clara O'Brien/Gail Richmond
- d) Board of Finance – Clara O'Brien/Mark Stuart
- e) Land Acquisition – Brian O'Connell
- f) RHAM BOE – Dan Larson
- g) RHAM Facilities Committee – Dan Larson
- h) Parks & Recreation Commission – Brian O'Connell
- i) Economic Development Commission – Gail Richmond/Mark Stuart
- j) Salmon River Watershed – Brian O'Connell
- k) Hebron Historic Properties Commission – Dan Larson
- l) Commission on Aging/Senior Center – Gail Richmond
- m) Fire Department – Dan Larson
- n) WPCA – Clara O'Brien

10. ADJOURNMENT

**TOWN OF HEBRON
BOARD OF SELECTMEN
REGULAR MEETING
DECEMBER 15, 2016**

APPOINTMENTS/RESIGNATIONS

a. CIP Committee – Appointment

The Board of Education has assigned Kathy William as the Board's representative to the CIP Committee.

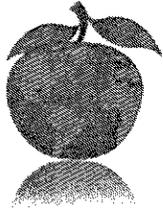
Proposed Motion:

Move that the Hebron Board of Selectmen appoint Kathy Williams as the Hebron Board of Education representative to the CIP Committee with a term to run until December 2017.

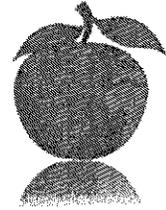
b. Douglas Library Board of Trustees Appointment

Proposed Motion:

Move that the Board of Selectmen confirm the appointment of Dale Bland to the Douglas Library Board of Trustees and correct the term to run until **December, 2020**.



Hebron Public Schools



High Expectations, Bright Futures

Office of the Superintendent

580 Gilead Street, Hebron, CT 06248 ▪ Tel: (860) 228-2577 ▪ Fax: (860)-228-2235 ▪ www.hebron.k12.ct.us

Timothy Van Tassel
Superintendent of Schools

Patricia Buell
Director of Educational Services

Richard Huot
Director of Finance

To: Andy Tierney, Town Manager
From: Timothy Van Tassel, Superintendent
Date: December 12, 2016
Re: BOE CIP Liaison

The Board Of Education has appointed Kathleen Williams as the liaison to the Capital Improvement Committee. At this point, please include her in all correspondence related to this Committee.

Thank you.

**TOWN OF HEBRON
BOARD OF SELECTMEN
REGULAR MEETING
DECEMBER 15, 2016**

SELF-FUNDED MEDICAL INSURANCE UPDATE

The Regional School District # 8 Health and Medical Insurance Consortium has been meeting regularly to review the proposals received in response to the RFP for fully-funded and self-funded medical insurance. The Consortium is working on finalizing a recommendation to be presented to a Regional All-Boards meeting to be scheduled for early January.

**TOWN OF HEBRON
BOARD OF SELECTMEN
REGULAR MEETING
DECEMBER 15, 2016**

CNG PROPOSAL FOR GAS LINE EXTENSION

There will be a Region 8 District Meeting on Monday, December 19, 2016, at 6:00 p.m. in the Chorus Room at RHAM High School

To consider and vote on a Resolution titled: RESOLUTION TO APPROPRIATE \$264,000 FOR THE INSTALLATION OF NATURAL GASLINES AND RELATED EQUIPMENT AND TO AUTHORIZE THE ISSUE OF LOANS, BONDS, NOTES OR OTHER OBLIGATIONS IN AN AMOUNT NOT TO EXCEED \$264,000 TO FINANCE SAID APPROPRIATION

The Hebron Board of Finance will be meeting to schedule a Public Hearing and finalize its recommendation for financing, after which the Hebron Board of Selectmen should approve the project and schedule a Special Town Meeting.

LEGAL NOTICE

**REGIONAL SCHOOL DISTRICT NO. 8
ANDOVER, HEBRON, AND MARLBOROUGH
CONNECTICUT**

NOTICE OF SPECIAL DISTRICT MEETING

December 19, 2016

The voters eligible to vote at meetings of the Regional School District No. 8 (the "District"), whose member towns are the towns of Andover, Hebron, and Marlborough, Connecticut are hereby warned and notified that a District Meeting will be held at RHAM High School in the Chorus Room, 85 Wall Street, Hebron, CT on December 19, 2016, at 6:00 p.m. for the following purpose.

ITEM 1 – To choose a Moderator to preside at the Special District Meeting.

ITEM 2 – To consider and vote on a Resolution titled: **RESOLUTION TO APPROPRIATE \$264,000 FOR THE INSTALLATION OF NATURAL GASLINES AND RELATED EQUIPMENT AND TO AUTHORIZE THE ISSUE OF LOANS, BONDS, NOTES OR OTHER OBLIGATIONS IN AN AMOUNT NOT TO EXCEED \$264,000 TO FINANCE SAID APPROPRIATION**

A copy of the full text of the Resolution is on file and available for public inspection at the District's offices.

Dated at Hebron, CT, this 9th day of December 2016

REGIONAL SCHOOL DISTRICT NO. 8

Danny Holtsclaw
Chairman

**TOWN OF HEBRON
BOARD OF SELECTMEN
REGULAR MEETING
DECEMBER 15, 2016**

DISCUSS TOWN MANAGER'S ANNUAL REVIEW PROCESS

The Selectmen should discuss the process to be used to conduct the Town Manager's annual performance review.

MISSION STATEMENT

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TOWN OF HEBRON BOARD OF SELECTMEN REGULAR MEETING HEBRON TOWN OFFICE BUILDING

Thursday, January 5, 2017

7:30 p.m.

AGENDA

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. PUBLIC COMMENT

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4. APPOINTMENTS/RESIGNATIONS

- a) Hebron Board of Education Appointment
- b) Fire Police Reappointments
- c) 2016 Committee/Commission Reappointments

5. OLD BUSINESS

- a) Self-Funded Medical Insurance Update
- b) CNG Proposal for Gas Line Extension
- c) Approve Purchase of Police Cruiser
- d) Streetlight Acquisition Discussion/Decision
- e) Other Old Business

6. NEW BUSINESS

- a) Small Cities Grant Process and Schedule Public Hearing
- b) Economic Development Incentive Program – Action on Optimus Application and Consider Scheduling Special Town Meeting
- c) Award Bid for Marjorie Circle Bridge Project
- d) Approve Property Acquisition and Schedule Special Town Meeting
- f) Discuss Town Manager's Annual Review Process
- g) Draft Agenda for January 19, 2017 Meeting
- h) Other New Business

7. TOWN MANAGER'S REPORT

- a) Recent Activities
- b) Correspondence
- c) Town Manager Updates

8. CONSENT AGENDA

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8.a.1 December 15, 2016 – Regular Meeting

b) TAX REFUNDS

9. LIAISON REPORTS

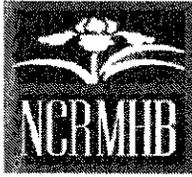
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- b) CIP Committee – Clara O'Brien
- c) Hebron BOE – Clara O'Brien/Gail Richmond
- d) Board of Finance – Clara O'Brien/Mark Stuart
- e) Land Acquisition – Brian O'Connell
- f) RHAM BOE – Dan Larson
- g) RHAM Facilities Committee – Dan Larson
- h) Parks & Recreation Commission – Brian O'Connell
- i) Economic Development Commission – Gail Richmond/Mark Stuart
- j) Salmon River Watershed – Brian O'Connell
- k) Hebron Historic Properties Commission – Dan Larson
- l) Commission on Aging/Senior Center – Gail Richmond
- m) Fire Department – Dan Larson
- n) WPCA – Clara O'Brien

10. ANTICIPATED EXECUTIVE SESSION

- a) Property Acquisition
- b) Town Manager Annual Review

11. ADJOURNMENT

CORRESPONDENCE



NORTH CENTRAL REGIONAL
MENTAL HEALTH BOARD, INC.

151 New Park Ave., Suite 14A, Hartford, CT 06106
info@ncrmhb.org WWW.NCRMHB.ORG (860) 667-6388

DEC - 5 2016

November 30, 2016

Andrew J. Tierney
Town Manager
Town of Hebron
15 Gilead Street
Hebron CT 06248

Dear Mr. Tierney

First, I want to thank the town of Hebron for your consistent level of support to the North Central Regional Mental Health Board over the years. Your town's contributions enable us to carry out our statutory mandate and supports our citizen volunteers who evaluate state funded mental health services in your community.

Over the past several years our requests for funding and Hebron's contribution have been channeled through the Chatham Health District (please see the attached letter and follow-up invoice sent to Chatham Health District in November 2015 and June 2016.) Our records indicate that the Town of Hebron approved our request of a contribution of \$678 to the North Central Regional Mental Health Board for FY 2016-17. This amount was based on a per capita contribution of \$.07 based on 2010 census figures. During our most recent follow-up with Chatham Health District, we were informed that they were pleased to process our contribution request, but asked that it now be channeled formally through your office.

I will be calling your office next week to talk further about our work, contribution request, and how we might best communicate with your office going forward. Thank you in advance for your consideration of this matter.

Sincerely,

Marcia DuFore
Executive Director

cc: Don Mitchell, Chatham Health District
Ed Meinke, Hebron Representative

NORTH CENTRAL REGIONAL
MENTAL HEALTH



BOARD, INC.

367 Russell Road, Newington, Connecticut 06111 Tel 860-667-6388 FAX 860-667-6390 e-mail info@ncrmhb.org www.ncrmhb.org

November 4, 2015

Mr. Thad King
Chatham Health District
Town of East Hampton
240 Middletown Ave., Unit 123
East Hampton, CT 06424

Dear Mr. King:

First, I want to thank the town of Hebron for their town contribution for FY 2015-2016. We are grateful for the consistent level of support our towns continued to award us for this current year. I am submitting the yearly request for North Central Regional Mental Health Board (NCRMHB) for FY 2016-17. Since 1992 the per capita contribution of towns to NCRMHB has remained constant at \$.07. The FY 2016-17 contribution for Hebron is \$678 based upon 2010 census figures. Town funds combine with funds from the Connecticut Department of Mental Health and Addiction Services (DMHAS) to enable us to perform our statutory functions.

Created by Connecticut General Statutes (17a-483) in 1975, NCRMHB is a non-profit agency with volunteer members from each of the 37 towns in Region IV. **This unique structure permits local town representatives to evaluate state services provided to their citizens and recommend how state and federal mental health funds are to be spent. We are your town's quality assurance unit for local DMHAS funded services.**

Through NCRMHB, local citizens have a **direct impact on the services** that Hebron residents receive from DMHAS. Town representatives identify local needs and conduct service evaluations that lead to decisions to increase local funding, as well as to eliminate or change ineffective programs. They conduct special studies that lead to critical changes or new services. At the request of DMHAS, they submit a yearly regional service plan to address new trends, needs, and gaps in services seen at the local level – **an especially important task in 2016 as economic conditions change.** As the state reviews competing service requests, **the regional board is vital in articulating local needs in its region and where limited service dollars need to be directed.**

The enclosed Annual Report documents NCRMHB's **leadership and success in (1) stimulating new and enhanced and higher quality behavioral health services; (2) promoting wellness; (3) developing tools and resources for increasing the involvement of family members** in supporting the recovery of family members with mental illness; **(4) fostering consumer involvement in research and project development; 5) influencing policy and resource allocation; and 6) educating and collaborating with our communities** to resolve local and statewide issues.

We ask for your support for the **successful, cost effective** work of NCRMHB. Your contribution funds a small staff that supports **over a hundred volunteers.** We invite officials to attend our local Catchment Area Council meetings on the second Monday of the month or call our Executive Director, Marcia DuFore, or the town's representative with requests or concerns. We also address concerns monthly with the DMHAS Commissioner.

Sincerely,

Tina Inferrera
Chair, North Central Regional Mental Health Board

cc: Jeffrey Watt, Chairman, Board of Selectman

NORTH CENTRAL REGIONAL
MENTAL HEALTH
BOARD, INC.



367 Russell Road, Newington, Connecticut 06111 Tel: 860-667-6388 FAX 860-667-6390 e-mail info@ncrmhb.org www.ncrmhb.org

June 21, 2016

Don Mitchell
Chatham Health District
Town of East Hampton
20 East High Street
East Hampton, CT 06424

Contribution to North Central Regional Mental Health Board, Inc.
Request for Local Support
FY 2016-2017

Rate: \$.07/capita
Based on 2010 Census

Total \$678

Marcia DuFore
Executive Director

**TOWN OF HEBRON
BOARD OF SELECTMEN
REGULAR MEETING
December 15, 2016**

CONSENT AGENDA

Proposed Motion:

Move that the Board of Selectmen approve the following Consent Agenda items and motions contained therein as if individually adopted:

a) APPROVAL OF MINUTES

8.a.1 December 1, 2016 – Regular Meeting

b) TAX REFUNDS

8.b.1	ARI Fleet LT	\$ 1,051.60
8.b.2	Robin Lavoie/Lester Congdon	35.02

**TOWN OF HEBRON
BOARD OF SELECTMEN
REGULAR MEETING
HEBRON TOWN OFFICE BUILDING**

BOS Present: D. Larson, B. O'Connell, C. O'Brien, M. Stuart, G. Richmond

Staff: D. Lanza, A. Tierney, M. Prieto, R. Calarco

Guests: M. Leichter, T. Fenton, D. Morrison

Press: J. Cooper, Journal Inquirer

CALL TO ORDER

The meeting was called to order by Chairman Larson at 7:30 p.m.

PLEDGE OF ALLEGIANCE was recited

PUBLIC COMMENT No Comments.

Request was made to change the Agenda order to accommodate guests present to discuss the Trails Grant application.

APPOINTMENTS/RESIGNATIONS

CIP Committee – Appointment

A. Tierney stated that since receiving letters from both Jeffery Long and Dave Morris regarding the position, he has not been able to get in touch with Mr. Long to discuss it. D. Morris was present at the meeting and it was recommended by the Board to move forward with the appointment.

D. Larson moved that the Hebron Board of Selectmen appoint David Morrison as an alternate member of the CIP Committee with a term to run until December 2017. The motion was unanimously approved.

2016 Committee/Commission Reappointments

D. Larson moved that the Hebron Board of Selectmen reappoint Kate Caddy to the Conservation Commission for a four year term to run until December 2020: The motion was unanimously approved.

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HEBRON TOWN CLERK
Carrat

APPROVE APPLICATION FOR CONNECTICUT RECREATION TRAILS GRANT PROGRAM CHURCH STREET PROPERTY (NEW BUSINESS ITEM)

A. Tierney, R. Calarco and T. Fenton presented a draft of the body of the grant application for the Connecticut Department of Energy and Environmental Protection Recreational Trails Program. The grant proposal included a bridge over Raymond Brook; provided access to Millstream Road and parking at both ends of the trail on Church Street and Millstream Road. The grant application deadline is December 15, 2016.

The purpose for this grant application is to expand on the current \$60,000 grant received. A significant portion of the new grant would be to fund crossings to Millstream Road. However, it would also be to include internal trails throughout the park and to extend walks and trails, along with providing an aspect of environmental education. The long term goal is to connect to the Airline Trail.

B. O'Connell resolved that it is in the best interests of the Town of Hebron to enter into contracts with the Department of Energy and Environmental Protection. In furtherance of this resolution Andrew J. Tierney the Town Manager is duly authorized to enter into and sign said contracts on behalf of the Town of Hebron. Andrew J. Tierney currently holds the title of Town Manager and has held that office since October 4, 2012. The Town Manager is further authorized to provide such additional information and execute such other documents as may be required by the state or federal government in connection with said contracts and to execute any amendments, rescissions and revisions thereto. The Town Clerk is authorized to impress the seal of the Town of Hebron on any such document, amendment, rescission or revision. The resolution passed unanimously

OLD BUSINESS

Self-Funded Medical Insurance Update

A. Tierney stated project is not currently ready and that it will continue to be worked on, therefore the December 7th meeting is cancelled.

CNG Proposal for Gas Line Extension

The Board of Finance did not meet on November 29, 2016. The item will be brought back to BOS at a future date. BOF is interested in having a public hearing for the project. There will be RHAM district meeting on December 19, 2016, at the RHAM auditorium.

Streetlight Acquisition Discussion/Decision

D. Larson requested more information on the streetlight program.

NEW BUSINESS

Approve FFY 2016 Homeland Security Grant Program

A. Tierney explained the Memorandum of Agreement Regarding Use of Federal Fiscal Year 2016 State Homeland Security Grant Funding and Custodial Ownership of Regional Assets in DEMHS Region 3. This is an annual federal grant for which the Town of Hebron by way of this agreement authorizes DESPP/DEMHS to retain and administer grant funds, with CRCOG providing financial and programmatic oversight.

G. Richmond resolved that the Town of Hebron Board of Selectmen: for the FFY 2016 State Homeland Security Grant Program Region 3 Memorandum of Agreement, may enter into with and deliver to the State of Connecticut Division of Emergency Management and Homeland Security, Department of Emergency Services and Public Protection any and all documents which it deems to be necessary or appropriate; and FURTHER RESOLVED, that Andrew J. Tierney, as Town Manager of the Town of Hebron, is authorized and directed to execute and deliver any and all documents on behalf of the Town of Hebron Board of Selectmen and to do and perform all acts and things which he deems to be necessary or appropriate to carry out the terms of such documents, including, but not limited to, executing and delivering all agreements and documents contemplated by such documents. The resolution passed unanimously.

Approve Purchase of Police Cruiser

Because the BOF did not have a quorum at their meeting, this item will be moved to a future meeting for approval.

Draft Agenda for December 15, 2016 Meeting

D. Larson made the requested the following changes to "Old Business" on the Agenda: add "Police Cruiser" as (d) and change "Other Old Business" to (e), as they were unable to discuss at the current meeting.

B. O'Connell commented that we should begin the Town Manager review and asked that it be added to the next Agenda

TOWN MANAGER'S REPORT

A. Tierney reported on Troop K Commend Staff Meeting and distributed a Troop K Crime Data Analysis report along with a Troop K Citizens Police Academy flyer. A. Tierney will post the flyer to the Town website.

Meetings have begun with the Maple Fest coordinators and the Fest is anticipated for the second week of March. Two locations were discussed, the Library and RHAM school. RHAM had some concerns and were looking for some custodial work as last year's Fest left things a mess. They also requested hall monitors. There may be some

cost incurred to do so. M. Stuart made the recommendation of exclusives on food items.

Chatham Health district meetings have taken place and budget deliberations have begun. The State is currently in preliminary talks regarding regionalizing about 70 health districts down to about 7 or so. M. Stuart expressed concern about additional costs that the Town may incur with such a change. A. Tierney acknowledged that an additional percentage would be added to health costs if this regionalization takes place.

There will be an Insurance Consortium meeting on
Town Holiday Party will take place on December 14, 2016 at Black Ledge.

Community Holiday Events – There will be a tree lighting event at the Library and Town Hall on December 10, 2016.

The Marjorie Circle is out to bid and they are due back by December 9, 2016. Habitat for Humanity has offered to the Town a smaller program called “Brush with Kindness Home Repair”, which offers assistance with smaller exterior projects for the home. It would be up to the qualifying homeowner to provide the repair material and the program would provide the labor free of charge. It was agreed upon by the Board to advertise the program.

CONSENT AGENDA

Approval of Minutes

G. Richmond requested a separation of the Consent Agenda as she was not present at the November 17, 2016, meeting.

D. Larson moved to approve the November 17, 2016, Regular Meeting minutes as presented. The motion passed with G. Richmond abstaining.

Tax Refunds

D. Larson moved to approve the following tax refunds:

8.b.1 Girard HVAC LLC	\$115.92
8.b.2 Nissan Infiniti LT	\$152.94
8.b.3 Ronald/Mary Senerth	\$322.92

The motion passed unanimously.

LIAISON REPORTS

Economic Development Commission: G. Richmond reported that their last meeting of November 21, 2016, was cancelled.

Commission on Aging/Senior Center: G. Richmond reported a scheduled meeting for December 7, 2016.

Hebron BOE: G. Richmond reported that she was unable to attend the last meeting of November 10, 2016, but did receive a report on the meeting. The offices; Erica Bromley continues as Chair, Maryann Leichter as Vice Chair and Kevin Williams as Secretary. Several policies were updated and approved and others will be presented at the next meeting. The School Breakfast program will be expanded to Gilead Hill School beginning January 3, 2017.

RHAM Facilities Committee: D. Larson reported that RHAM did move forward to sending the proposal for the CNG plan to district meeting on December 19, 2016.

Hebron Historic Properties Commission: D. Larson reported that on December 3, 2016, the Old Town Hall and the Library will be open for an arts and craft show with food vendors at the Library. Historical Society will be fund raising for the Old Town Hall Roof replacement.

ADJOURNMENT

D. Larson moved to adjourn the meeting at 9:04 p.m.

Respectfully submitted,

Michelle Prieto
Board Clerk