

**TOWN OF HEBRON
WEEKLY MANAGEMENT REPORT
March 10, 2017**

TOWN MANAGER:

TOWN MEETING – THURSDAY, MARCH 16, 2017 – 7:00 P.M. - LIBRARY

SELECTMEN BOARD/COMMITTEE DATES:

Joint Board of Selectmen/Board of Finance – Tuesday, March 14, 2017 @7:30 p.m. – Library

Board of Selectmen – Thursday, March 16, 2017 – 7:30 p.m. – Library

RHAM Board of Education – Monday, March 20, 2017 @ 6:30 p.m. – Chorus Room – (Larson)

Economic Development Commission – March 20, 2017 @ 7:00 p.m. – TOB (Richmond/Stuart)

Joint Board of Selectmen/Board of Finance – Tuesday, March 21, 2017 @ 7:30 p.m. – Library

COMMISSION/COMMITTEES:

Town of Hebron Health and Safety:

We have worked 20 days without a work related injury or accident.

Board of Assessment Appeals – Thursday, March 15, 2017 – 7:30 p.m. – TOB

Board of Assessment Appeals – Saturday, March 18, 2017 – 9:00 a.m. – TOB

Library Board of Trustees – Monday, March 13, 2017 – 7:00 p.m. - Library

DEPARTMENT NEWS

PARKS

The Park crew is working on maintaining all town equipment. They are also cleaning the park building and starting on a dugout project weather permitting.

RECREATION

Parks and Recreation Enrichment Program “PREP”

The Hebron Parks & Recreation office is accepting registrations for the “PREP” program for Grades Pre-K thru 6 on a first come, first serve basis.

PREP - Parks & Recreation Enrichment Program - continues to offer before and after school care for Hebron children in grades Kindergarten-6th grade. Our goal at “PREP” is to provide a supportive and nurturing environment in which school-age children can develop socially, emotionally, and physically, by encouraging positive self-esteem, self-respect, and problem-solving skills. PREP classrooms are located at Gilead Hill School in the Superintendent’s hallway.

Hours of Operation: 6:45am-6:00pm, Monday-Friday (follows School Calendar)

Ages Served: Children in grades Pre-K thru 6

Location: Gilead Hill School

At PREP children engage in arts and crafts activities, team building games, sports, cooking and outside time weather permitting. Snack is provided to children at the PREP program. In the AM Care session the staff to child ratio is 1 staff member for every 6 children. In the PM Care session the ratio is 1 staff for every 7 children. The PREP staffs are First Aid, CPR and Blood Borne Pathogens certified.

After School Art

Join Deb Pearson for 8 weeks of creative exploration. Participants will have the opportunity to use a variety of materials and try many different media in a relaxed instructional setting. Painting, sculpting, drawing, crafting and a season project will be presented throughout the session.

Location: Art Room at Gilead Hill School or Hebron Elementary School

Grade	Day	Time	Date	Fee
3-6	M	3:15-4:45P	4/3-6/5	\$90.00 No classes on 4/10, 5/29
1-2	TH	3:15-4:45P	3/30-5/25	\$90.00 No class on 4/13

Zumba

Zumba is an exciting Latin inspired dance n' tone program that blends body sculpting techniques and specific Zumba moves. This challenging workout helps to build coordination. This class is designed to offer a safe, yet effective, total body workout. Instructor Brian Laroe. Wear comfortable clothing. All are welcome. (8 weeks)

Location: Gilead Congregational Church

Age	Day	Time	Date	Fee
Adult	TH	7:00-8:00P	3/9-5/4	\$40 No Class 4/13

Yoga

Join Tina Catanzaro, (AAFA, AAI certified Yoga Instructor) as she takes you through a journey of self-exploration. Each class will include breath work, postures, and meditation. Come increase your energy and flexibility while reducing stress. This class will allow you to honor your body, mind and spirit; explore your limits and maximize your potential. Please bring your own yoga mat, water bottle and towel. Wear comfortable clothing. All are welcome. (6 weeks)

Location: Gilead Hill School Activity Room or Music Room

Age	Day	Time	Date	Fee
Adult	M	6:30-7:30P	2/27-4/3	\$60

Pilates

Join Tina Catanzaro in this dynamic mind/body class. The focus is on core strength and stabilization using the Joseph Pilates method. Please bring a mat, water bottle and towel. Wear comfortable clothing. All are welcome. (6 weeks)

Location: Gilead Hill School Activity Room or Music Room

Age	Day	Time	Date	Fee
Adult	W	6:30-7:15P	2/1-3/15	\$60 no class on 2/22
Adult	W	6:30-7:15P	3/22-5/3	\$60 no class on 4/12

PUBLIC WORKS DEPARTMENT

This week the Public Works Department continued tree removals and trimming on Martin Road, Hall Road, and Crouch Road. A hanger branch was removed on West Street and a large tree was pruned by the American Legion. Waterways and drainage swales were cleared of debris on Hope Valley Road and Kinney Road. The seasonal banners throughout the center of town were changed and litter was removed from the roadside on East Street, Old Colchester Rd, Jones Street and Burrows Hill Road. The crew assisted in the installation of a drug drop box at Firehouse #1, by cutting the masonry wall. The JD544 was cleaned of rust and painted to help extend the life of the loader. Snow fell on Friday morning which had the crew reporting in early to treat the roadways and plow as needed.

The Gas Company held a preconstruction meeting with its contractor to plan on the start of the installation on East Street. They are projecting the work to start on March 20th, and taking at least two months to complete the work on this road. Please plan on delays in traffic.

The Asplundh Tree crews continue their trimming and removals for Eversource throughout town.

LIBRARY

Congratulations to Clare Betz, Library Assistant II. She has won a publicity award through the Connecticut Library Association for her work on library displays.

Programs:

Mar 15th, Wednesday, Intermediate 3D Printer Class 6:30 p.m. in the Community Room. Please call 860-228-9312 to sign up.

Mar 22nd, Wednesday, book discussion "In the Spirit" held at American Legion 7:00-8:00 p.m. The title of the book is: "A Man called Ove"

Mar 23rd, Thursday, 6:30-8:00 p.m. "How to Spot Fake News" with Catherine Potter

Mar 24th, Friday Mar 24th at 1:00 p.m. Friday feature film - "A Man called OVE"

Mar 29th Wed 6:30-8:00 p.m. Out house Program with George Papp 6:30-8:00 p.m.

FIRE MARSHAL

March 12, 2017 Change Your Clock Change Your Battery

As the spring time change approaches, the Hebron Fire Marshal wants to remind residents to make another change that could save lives – changing the batteries in their smoke alarms and carbon monoxide detectors.

Approximately two-thirds of home fire deaths result from fires in homes without working smoke alarms. Eighty percent of child fire fatalities occur in homes without working smoke alarms.

Changing smoke alarm batteries once a year is one of the simplest, most effective ways to reduce tragic fire-related deaths and injuries. The most commonly cited cause of non-working smoke alarms is worn or missing batteries. It also is recommended to replace smoke alarms every 10 years and Carbon Monoxide detectors every 4-5 years due to decreased sensitivity.

To save lives and prevent needless injuries in our community, the Hebron Fire Marshal recommends everyone adopt a simple, lifesaving habit: changing smoke alarm and carbon monoxide batteries when changing clocks at least once a year and also testing them monthly. If you missed changing them last fall now is the time to replace them.

As in the past we offer to all Senior Citizens replacement batteries for your smoke alarms. Thanks to Energizer and the 'Change Your Clock Change Your Battery' program we have replacement batteries.

Please call the Hebron Fire Department at 860-228-3022 to request this service.

TAX/REVENUE

We have completed our January collection cycle and are moving into enforcement. Last week Sewer Use demands were mailed to all residents with delinquent accounts. This week our focus is on mailing out delinquent statements and going through returned mail in an effort to update addresses. The next step in enforcement will be turning accounts over to our State Marshal for collection. Our collection rates are consistent with previous years and I anticipate we will meet our goals.

TOWN CLERK

The Connecticut State Library offers grants each year to town clerks throughout the state to be used specifically for Historic Preservation. Since the inception of this program the Town of Hebron has been a recipient each year with overall awards adding up to almost \$100,000. An application for the 2017 grant has been prepared and submitted to the town managers office who will discuss it with the Board of Selectmen at a meeting in the near future.

Records disposition requests have been prepared and sent to the Connecticut State Library Public Records Administrator for approval. When the disposal requests are approved and returned, the records will be properly disposed of.

We are preparing for the Municipal Election to take place on November 7th. This is the time of year we look to see which terms of office will appear on the ballot and minority representation. The Town Committee Chairs will look closely at minority representation as well to determine how many candidates to endorse at their caucus.

ASSESSOR

The Board of Assessment Appeals is holding hearings for applications received on Thursday March 9th, and Wednesday March 15th. There have been 15 applications submitted, (deadline to submit an application was February 21st.); one for the 2015 Motor Vehicle Supplemental list, two for the 2016 Personal Property list, and 12 for the 2016 Revaluation Real Estate list. A third meeting date is scheduled for Saturday March 18th, should the Board need the time to deliberate on the appeals.

The new Computer Assisted Mass Appraisal (CAMA) system has been linked to the administrative system which links as well to the Revenue Collector for the billing system. Our vendors are still in the process of linking the CAMA system to the GIS mapping system and the building department system. These systems are still operating with information from the previous year data and are not at this time being updated. The staff in the Assessor's office will be attending training session with our vendor to learn more of the capabilities of this new system.

Reminder; a motor vehicle that had been sold, junked, totaled or registered out of state after October 1, 2015 may be entitled to a pro-rate on the tax bill. The bills that came out July 2016 are for vehicles registered from October 1, 2015 through September 30, 2016. If you disposed of or registered a vehicle out of state, AND canceled the license plates any time during that assessment year, in order to have your bill pro-rated we require copies of the canceled plate receipt **AND** some form of documentation as to what happened to the vehicle such as a bill of

sale or out of state registration. If the marker plates are not canceled or not used on another vehicle, the DMV will continue to list that vehicle as having a valid plate and continue to include it on the tax rolls. Please note that the DMV DOES NOT notify this office when the marker plates are canceled. As per §12-71c(b); in order to get a credit, documentation must be provided by December 31st immediately following the end of the assessment year which next follows the assessment year in which such vehicle is disposed of, ie.: for credits on the October 1, 2015 list, documentation must be received by December 31, 2017.

As always, the staff in the Assessor's Office is available to answer any questions or concerns you may have regarding the assessment process.

BUILDING – See attached flyer to include the Assisted Living Complex, permit activity and the Connecticut Code Books.

Building Department

3/10/2017

Assisted Living Complex

55 John E. Horton Boulevard

The foundation only permit for was issued on March 8, 2017. Depending on the weather they are scheduled to start the footings next week

The Fire Marshal and I are still reviewing the remainder

Permit Activity

Our office has received several applications for new single family dwellings along with several applications for renovations and additions.

Many of the applications are being submitted with incorrect or missing information, which delays the issuance of the permit. I encourage everyone to review the information on our website for guidance on what information we will be looking for on the applications and plans. Since the adoption of the State Building Code on October 1,

of the construction documents along with waiting for the submission of the construction documents for the plumbing, mechanical, electrical and fire protection.

2016, we have to require additional information; additional time to perform a proper plan review and require additional inspections as a result of the code changes.

Spring is just around the corner and we have started receiving applications for pools and decks. Please review the information available online and make sure your plans have the required information.

Connecticut Code Books Available

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The Connecticut edition of the 2016 State Building Code are available to purchase at www.iccsafe.org/conn.

Our office has given the Douglas Library a copy of the 2012 International Residential Code portion of the 2016 Connecticut State Building Code for the public to view.

