

TOWN OF HEBRON
2020-2021 BUDGET MEETING SCHEDULE - REVISED
April 21, 2020

Tuesday, March 3, 2020 – Douglas Library BOS/BOF Budget Workshop

7:30 – 8:15 p.m. Town Manager's Budget Presentation including CIP Budget
8:15 – 8:30 p.m. Open Space/Land Acquisition
8:30 – 10:00 p.m. Miscellaneous General Government

Tuesday, March 10, 2020 – Douglas Library (Budget Workshop with Board of Finance)

7:00 – 7:30 p.m. Hebron Board of Education
7:30 – 8:00 p.m. RHAM Board of Education
8:00 – 9:30 p.m. Miscellaneous General Government

**Tuesday, April 14, 2020 – Town Office Building – Virtual Meeting
(Budget Workshop with Board of Selectmen and Board of Finance)**

7:00 – 8:00 p.m. Miscellaneous General Government
8:00 – 8:30 p.m. Revenues Overview & Discussion/Budget Deliberations
8:30 – 9:30 p.m. Finalize Selectmen's FY 20-21 Budget

Monday, April 20, 2020 – RHAM High School – Virtual Meeting

6:30 p.m. RHAM Budget Public Hearing
Followed By RHAM *Regular or Special* Meeting to Approve Budget

**Tuesday, April 21, 2020 – Town Office Building – Virtual Meeting
(Budget Workshop with Board of Selectmen and Board of Finance)**

7:00 – 8:00 p.m. Miscellaneous General Government
8:00 – 8:30 p.m. Revenues Overview & Discussion/Budget Deliberations
8:30 – 9:30 p.m. Finalize Selectmen's FY 20-21 Budget

Wednesday, April 22, 2020 – RHAM High School – Virtual Meeting (If Necessary)

6:30 p.m. RHAM *Regular or Special* Meeting to Approve Budget

**Monday, April 27, 2020 – Town Office Building – Virtual Meeting
(Budget Workshop with Board of Selectmen and Board of Finance)**

7:00 Finalize Selectmen's FY 20-21 Budget

Tuesday, April 28, 2020 – Town Office Building – Virtual Meeting

7:00 p.m. Board of Finance Budget Workshop
 Set BOF Recommended Budget

Tuesday, May 5, 2020 – Town Office Building – Virtual Meeting

7:00 p.m. Board of Finance Public Hearing on Budget

Wednesday, May 13, 2020 – Town Office Building – Virtual Meeting

7:00 p.m. Board of Finance Meeting to Approve the Budget and Set Mill Rate

4/22/2020 4:58 PM

RESOLUTION PERTAINING TO A MODIFIED CALENDAR FOR THE FY 2020-2021 GENERAL AND CAPITAL FUND BUDGETS AUTHORIZED BY EXECUTIVE ORDERS 2020-7B, 7C AND 7I

WHEREAS, on March 10, 2020, the Governor of the State of Connecticut ("Governor") declared a public health emergency and civil preparedness emergency for the State of Connecticut, pursuant to Connecticut General Statutes Sections 19a-131 and 28-9, in response to the global pandemic of COVID-19 disease associated with a novel coronavirus that is currently affecting multiple countries and states; and

WHEREAS, on March 13, 2020, the President of the United States ("President") declared a national emergency to combat the coronavirus that is currently infecting the population of the United States; and

WHEREAS, the effects the transmission of COVID-19 has resulted in the spread of infections in Connecticut and throughout the country, as well as resulting in shortages of personal protective equipment and other supplies that could jeopardize public safety and civil preparedness; and

WHEREAS, in response to the issuance of declarations of a public health emergency and civil preparedness emergency by the Governor he has issued a series of Executive Orders setting for the law governing the conduct of the business of state and municipal government during the period of the emergency;

WHEREAS, on March 14, 2020, the Governor issued Executive Order No. 7B ("EO 7B"), paragraph 1 of which suspends all statutes, charter provisions, ordinances and regulations mandating open meetings in order "...to permit any public agency to meet and take such actions authorized by the law without permitting or requiring in-person, public access to such meetings, and to hold such meetings or proceedings remotely by conference call, videoconference or other technology" ("Electronic Meetings"); and,

WHEREAS, EO 7B sets forth the following requirements for Electronic Meetings:

The public has the ability to view or listen to each meeting or proceeding in real time, by telephone, video, or other technology;

Any such meeting or proceeding is recorded or transcribed, and such recording or transcript shall be posted on the agency's website within seven (7) days of the meeting or proceeding, and made available within a reasonable time in the agency's office;

The required notice and agenda for each meeting or proceeding is posted on the agency's website and shall include information about how the meeting will be conducted and how the public can access it;

Any materials relevant to matters on the agenda, including but not limited to materials related to specific applications, if applicable, shall be submitted to the agency a minimum of twenty four (24) hours prior and posted to the agency's website for public inspection prior to, during, and after the meeting, and any exhibits to be submitted by members of the public shall, to the extent feasible, also be submitted to the agency a minimum of twenty-four (24) hours prior to the meeting and posted to the agency's website for public inspection prior to, during, and after the meeting; and

All speakers taking part in any such meeting or proceeding shall clearly state their name and title, if applicable, before speaking on each occasion that they speak; and,

WHEREAS, on March 15, 2020 the Governor issued Executive Order No. 7C, paragraph 5 ("EO 7C") of which extended "all budget deadlines for the preparation of the municipal budget" for the FY 2020-2021 "that falls on any date prior to and including May 15, 2020 are extended by thirty (30) days";

WHEREAS, EO 7C permits the Board of Selectmen to "alter or modify the schedules and deadlines pertaining to the preparation and submission of a proposed budget and the deliberation or actions on said budget" including any required public hearing(s), publication, referendum or final budget adoption: and,

WHEREAS, EO 7C postpones all submission dates set forth in the Charter of the Town of Hebron Code or its Code of Ordinances until such time as the Board of Selectmen approves said modified scheduled and deadline consistent with the thirty (30) day extension; and,

WHEREAS, on March 21, 2020, the Governor issued Executive Order No. 7I, paragraph 13 ("EO 7I") of which dispenses with any in-person voting requirements (including referenda and town meetings requiring in-person votes) for purposes of adopting 2020-2021 fiscal year municipal budgets and setting the mill rate; thereby conferring final responsibility on the "budget-making authority" of the town to adopt a budget and set a mill rate;

WHEREAS, a Board of Finance is the budget-making authority the Town of Hebron, and,

WHEREAS, EOs 7C and 7I do not alter or modify the control of line-items that fall squarely within the authority of the Board of Education budget and, thus, the Board of Education should comply with all submission requirements pertaining to budget deadlines adopted by the municipality; and,

NOW, THEREFORE, BE IT HEREBY RESOLVED pursuant to paragraph 5 of Executive Order 7C, the Board of Selectmen hereby sets forth the following modified schedule and deadline for the submission, deliberation and final action on the Town Budget for FY 2020-2021, which meetings shall be conducted in accordance with the requirements noticed in accordance with EO 7B ¶1:

1.	March 3, 2020	Tuesday, March 3, 2020 – Douglas Library BOS/BOF Budget Workshop 7:30 – 8:15 p.m. Town Manager's Budget including presentation including CIP Budget 8:15 – 8:30 p.m. Open Space/Land Acquisition 8:30 – 10:00 p.m. Miscellaneous General Government
2.	March 10, 2020	<u>Douglas Library- Budget Workshop with Board of Finance)</u> 7:00 – 7:30 p.m. Hebron Board of Education 7:30 – 8:00 p.m. RHAM Board of Education 8:00 – 9:30 p.m. Misc. General Government
3.	April 14, 2020	<u>Virtual Meeting- Budget Workshop with Board of Selectmen and Board of Finance</u> 7:00 – 8:00 p.m. Miscellaneous General Government 8:00 – 8:30 p.m. Revenues Overview & Discussion/Budget Deliberations 8:30 – 9:30 p.m. Finalize Selectmen's FY 20-21 Budget
4.	April 21, 2020	<u>Tentative Virtual Meeting- Budget Workshop with Board of Selectmen and Board of Finance</u> 7:00 p.m. If desired by the Boards, a virtual meeting will be held to conduct a continued budget workshop
5.	April 28, 2020	<u>Virtual Meeting- Board of Finance</u> 7:00 p.m. Establish Recommended Town Budget
6.	May 5, 2020	<u>Virtual Meeting- Board of Finance</u> 7:00 p.m. Public Hearing on Proposed Budget
7.	May 13, 2020	<u>Virtual Meeting-Board of Finance</u> 7:00 p.m. Approve Final Budget and set Mill Rate

A meeting regarding the budget of Regional School District #8 (RHAM) is expected to be held on April 20, 2020. However, any meeting schedule regarding the regional school budget will be set by the RHAM Board of Education and are not subject to this resolution.

NOW, THEREFORE, BE IT FURTHER RESOLVED pursuant to paragraph 13 of Executive Order 7I, the provisions of the Charter are hereby suspended for the deliberations pertaining to the adoption of the Town budget for FY 2020-2021 and that the Board of Finance, the budget-making authority of the Town of Hebron, shall adopt the FY 2020-2021 budget and set the Mill Rate in accordance with the schedule set forth herein.

NOW, THEREFORE, BE IT FURTHER RESOLVED pursuant to paragraph 1 of Executive Order 7B, the Board of Finance and the Board of Selectmen of the Town of Hebron shall comply with all requirements pertaining to notice including, but not limited to notice and posting on the website of the Town all submission items at least twenty-four hours prior to the public meeting for which the item has been submitted or shall be considered.

IN TESTIMONY WHERE OF, we hereunto set our hand and cause the seal of Town of Hebron to be affixed this 9th day of April 2020

TOWN OF HEBRON BOARD OF SELECTMEN

Daniel Larson

Gail Richmond

John Collins

Peter Kasper

Marc Rubera