

## Town of Hebron

### Board of Selectmen

Fiscal Year: 2022-2023

Print accounts with zero balance   
  Round to whole dollars   
  Account on new page

Exclude inactive accounts with zero balance

From Date: 2/1/2023

To Date: 2/28/2023

Definition: 2 TOWN MGR BUDGET

Account	Description	FY2122 FINAL	FY2123 ADOPTED	DEPT PROPOSED	PROPOSED BUDGET	VARIANCE AMOUNT	VARIANCE PERCENT
001.1.1000.100.1100.0000	CLERICAL STAFF	\$505,643.84	\$523,024.00	\$539,543.00	\$545,160.00	\$22,136.00	4.23
001.1.1000.100.1111.0000	ADMINISTRATION	\$735,190.36	\$764,457.00	\$760,255.00	\$760,255.00	(\$4,202.00)	(0.55)
001.1.1000.100.1112.0000	HEALTH & WELFARE	\$150,468.76	\$161,310.00	\$176,932.00	\$176,932.00	\$15,622.00	9.68
001.1.1000.100.1113.0000	PUBLIC SAFETY	\$98,992.95	\$106,741.00	\$108,085.00	\$110,810.00	\$4,069.00	3.81
001.1.1000.100.1114.0000	RECREATION DEPARTMENT	\$241,706.29	\$248,900.00	\$260,356.00	\$260,356.00	\$11,456.00	4.60
001.1.1000.100.1115.0000	PUBLIC WORKS	\$751,429.56	\$839,680.00	\$858,900.00	\$858,900.00	\$19,220.00	2.29
001.1.1000.100.1116.0000	LIBRARY	\$168,793.32	\$175,386.00	\$180,648.00	\$180,648.00	\$5,262.00	3.00
001.1.1000.100.1117.0000	BLDG OFFICIAL FULL TIME	\$73,632.00	\$75,840.00	\$90,000.00	\$90,000.00	\$14,160.00	18.67
001.1.1000.100.1120.0000	TOWN CLERK	\$69,750.72	\$71,848.00	\$77,250.00	\$77,250.00	\$5,402.00	7.52
001.1.1000.100.1125.0000	CONTRACTUAL COMMITME	\$6,000.00	\$6,000.00	\$6,000.00	\$6,000.00	\$0.00	0.00
001.1.1000.100.1130.0000	P/R ACCRUAL 1ST PYMT JU	\$14,342.00	\$0.00	\$118,921.00	\$0.00	\$0.00	0.00
Department: PAYROLL - 1000		\$2,815,949.80	\$2,973,186.00	\$3,176,890.00	\$3,066,311.00	\$93,125.00	3.13

PROPOSED SALARY INCREASES  
FISCAL YEAR 2023-2024

	<u>Current</u>	<u>Proposed</u>	
<b>CLERICAL STAFF</b>			
Financial Administrator	65,988	67,968	
Assistant Assessor	62,611	64,489	
Assistant Town Clerk	54,812	61,800	
Admin. Secretary III	56,684	58,101	
Admin. Secretary III	56,684	58,101	
Account Clerk	53,726	55,338	
Admin. Secretary III	57,228	58,945	
Public Works Secretary	51,633	52,924	
Fire Department Secretary	65,529	67,495	
Total	<u>524,895</u>	<u>545,160</u>	
<b>GENERAL GOVERNMENT</b>			
Town Manager	143,522	150,828	<i>Placeholder</i>
Town Planner	108,150	111,395	
Assessor	75,535	77,423	*
Finance Director	115,400	118,882	
Tax Collector	73,566	75,405	*
Director of Administrative Services	100,000	103,000	
P & R Program Supervisor	60,000	61,500	*
Building Maintainer	60,022	61,823	
Total	<u>736,195</u>	<u>760,255</u>	
<b>*Union Contractual</b>	<b>209,101</b>	<b>214,329</b>	
<b>HEALTH &amp; WELFARE</b>			
Senior Coordinator	69,928	72,026	
Social Worker (Shared w/ HIHS)	56,160	57,845	
Program Coordinator	45,691	47,062	
Total	<u>171,779</u>	<u>176,932</u>	
<b>PUBLIC SAFETY</b>			
Fire Dept. Maintainer	47,840	52,000	
Fire Dept. Maintainer	57,097	58,810	
Total	<u>104,937</u>	<u>110,810</u>	
<b>BLDG OFFICIAL</b>			
	<u>75,840</u>	<u>90,000</u>	<i>New Hire</i>
<b>RECREATION</b>			
Director - Non-union position	72,100	74,263	
P & R Equip. Operator/Crew Leader	70,824	72,418	*
P & R Maintainer	55,587	56,838	*
P & R Maintainer - new position	55,587	56,838	*
Total	<u>254,098</u>	<u>260,356</u>	
<b>*Union/Contractual Total</b>	<b>181,998</b>	<b>186,093</b>	
<b>ELECTED OFFICIALS</b>			
Town Clerk	<u>75,000</u>	<u>77,250</u>	

PROPOSED SALARY INCREASES  
FISCAL YEAR 2023-2024  
PAGE 2

PUBLIC WORKS	Current	Proposed
Director	114,000	117,420
Mechanic	69,930	72,028 *
Foreman	70,408	72,520 *
Assistant Mechanic/Equip Operator	62,858	64,744 *
Equipment Operator/Crew Leader	63,086	64,979 *
Equipment Operator/Crew Leader	63,086	64,979 *
Equipment Operator	60,019	64,486 *
Truck Driver/Maintainer	56,077	57,759 *
Truck Driver/Maintainer	56,077	57,759 *
Truck Driver/Maintainer	56,077	57,759 *
Transfer Station Operator	47,523	48,949 *
Truck Driver/Maintainer	56,077	57,759 *
Truck Driver/Maintainer	56,077	57,759 *
Total	831,295	858,900
<b>*Union/Contractual Total</b>	<b>717,295</b>	<b>741,480</b>

LIBRARY		
Director	80,626	83,045
Childrens' Librarian	51,473	53,017
Head of Circulation	43,287	44,586
Total	175,386	180,648

TOTALS	CURRENT 2022-2023	PROPOSED 2023-2024	DIFFERENCE	% INC.
Clerical (Union)	524,895	545,160	20,265	3.9%
General Government	736,195	760,255	24,060	3.3%
Health & Welfare	171,779	176,932	5,153	3.0%
Public Safety	104,937	110,810	5,873	5.6%
Building Official	75,840	90,000	14,160	18.7%
Recreation	254,098	260,356	6,258	2.5%
Public Works	831,295	858,900	27,605	3.3%
Library	175,386	180,648	5,262	3.0%
Elected Officials	75,000	77,250	2,250	3.0%
Sub-Total	2,949,425	3,060,312	110,887	3.8%
Contractual/Other Commitments	6,000	6,000	-	0.0%
Total	2,955,425	3,066,312	110,887	3.8%
27th payroll total	14,342	-	(14,342)	
<b>GRAND TOTAL</b>	2,969,767 *	3,066,312	96,545	

**\* Union/Contractual Total Salaries 1,141,901**

**Dept 1000 Notes:**

*Health & Welfare 9.68% increase due to new Social Wrkr hiring at a higher than budgeted rate for 2022-2023 fiscal year.  
Bldg Official 18.67% increase due to retirement and comparable municipal survey of current rates.  
Public Safety 5.6% increase due to newly hired employee salary comparability.  
Clerical Staff 3.9% increase due to newly hired employee salary higher than existing budgeted amount.  
Elected Official (Town Clerk) 7.52% increase due to negotiated higher salary for appointed acting Town Clerk.*

*Please also note - Current salary columns differ from adopted budget due to mid-year hiring adjustments, certification acquisitions, or*

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Definition: 2 TOWN MGR BUDGET

Account	Description	FY2122 FINAL	FY2123 ADOPTED	DEPT PROPOSED	PROPOSED BUDGET	VARIANCE AMOUNT	VARIANCE PERCENT
001.1.1001.100.1002.0000	PART-TIME PAYROLL	\$13,808.99	\$17,000.00	\$17,000.00	\$17,000.00	\$0.00	0.00
001.1.1001.200.2005.0000	MISC ADMINISTRATIVE EXF	\$5,171.34	\$3,000.00	\$3,000.00	\$3,000.00	\$0.00	0.00
001.1.1001.201.2010.0000	MEETINGS/CONFERENCES	\$1,222.73	\$7,000.00	\$7,000.00	\$7,000.00	\$0.00	0.00
001.1.1001.201.2011.0000	DUES	\$17,175.20	\$17,500.00	\$17,500.00	\$17,500.00	\$0.00	0.00
001.1.1001.201.2012.0000	SUBSCRIPTIONS	\$794.64	\$860.00	\$860.00	\$860.00	\$0.00	0.00
001.1.1001.202.2034.0000	CONTRACTUAL SERVICES	\$918.90	\$1,000.00	\$1,000.00	\$1,000.00	\$0.00	0.00
001.1.1001.204.2041.0000	LEGAL ADS	\$6,026.50	\$6,000.00	\$6,500.00	\$6,500.00	\$500.00	8.33
Department: SELECTMAN - 1001		\$45,118.30	\$52,360.00	\$52,860.00	\$52,860.00	\$500.00	0.95



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001.1.1002.200.2001.0000	OFFICE SUPPLIES	\$4,066.40	\$6,000.00	\$6,500.00	\$6,500.00	\$500.00	8.33
001.1.1002.200.2003.0000	POSTAGE	\$12,599.76	\$16,600.00	\$13,000.00	\$13,000.00	(\$3,600.00)	(21.69)
001.1.1002.202.2034.0000	CONTRACTUAL SERVICES	\$3,235.25	\$6,000.00	\$6,000.00	\$6,000.00	\$0.00	0.00
001.1.1002.202.2080.0000	MEDICAL SERVICES	\$6,454.00	\$6,000.00	\$6,500.00	\$6,500.00	\$500.00	8.33
001.1.1002.210.2061.0000	MINOR EQUIP. MAINT.	\$2,345.14	\$10,000.00	\$8,000.00	\$8,000.00	(\$2,000.00)	(20.00)
Department: CENTRAL SERVICES - 1002		\$28,700.55	\$44,600.00	\$40,000.00	\$40,000.00	(\$4,600.00)	(10.31)

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001.1.1003.202.2026.0000	TOWN COUNSEL SERVICES	\$37,529.50	\$32,000.00	\$32,000.00	\$32,000.00	\$0.00	0.00
001.1.1003.202.2027.0000	SUPPLEMENTAL ATTY SVC	\$4,438.00	\$11,000.00	\$11,000.00	\$11,000.00	\$0.00	0.00
Department: LEGAL - 1003		\$41,967.50	\$43,000.00	\$43,000.00	\$43,000.00	\$0.00	0.00

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001.1.1004.200.2002.0000	SPECIALIZED FORMS & SUF	\$971.66	\$2,400.00	\$2,500.00	\$2,500.00	\$100.00	4.17
001.1.1004.202.2025.0000	COMPUTER SERVICES	\$87,175.93	\$92,900.00	\$101,000.00	\$101,000.00	\$8,100.00	8.72
001.1.1004.206.2051.0000	TRAINING	\$0.00	\$1,100.00	\$1,100.00	\$1,100.00	\$0.00	0.00
Department: CENTRAL COMPUTER SERVICES - 1004		\$88,147.59	\$96,400.00	\$104,600.00	\$104,600.00	\$8,200.00	8.51

DEPT 1004



Quality Data Service, Inc.

121 Mattatuck Heights Rd  
Waterbury, CT 06705

www.QDS.biz

# Budget Letter FY2023-24

Date	Letter/Quot...
1/4/2023	2020E6594

Name / Address

Town of Hebron  
 Elaine Griffin, Financial Admin  
 15 Gilead Street  
 Hebron, CT 06248

Ship To/Bill To

Description of Services

Annual Support Fee - Financial Bridge Software Maintenance and Support

Est Qty

0.18

Total

330.75

		<b>Grand Total</b>	\$330.75
Contact	Finance Dept		
e-mail	leo@qds.biz		Customer Acceptance Signature: _____
Phone #	2037559031	Ext 6555	Print Name and Title: _____
Leo DiNicola, CFO - 203-910-2316 (c)			Customer Acceptance Date: _____
PO #:	Enter Total based on options chosen		

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Account	Description	FY2122 FINAL	FY2123 ADOPTED	DEPT PROPOSED	PROPOSED BUDGET	VARIANCE AMOUNT	VARIANCE PERCENT
001.1.1005.227.2185.0000	HISTORIC PROPERTIES CO	\$215.88	\$180.00	\$216.00	\$216.00	\$36.00	20.00
Department: TRICENTENNIAL COMMISSION - 1005		\$215.88	\$180.00	\$216.00	\$216.00	\$36.00	20.00

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Account	Description	FY2122 FINAL	FY2123 ADOPTED	DEPT PROPOSED	PROPOSED BUDGET	VARIANCE AMOUNT	VARIANCE PERCENT
001.1.1010.212.2070.0000	TELEPHONE	\$12,749.57	\$9,500.00	\$12,750.00	\$12,750.00	\$3,250.00	34.21
001.1.1010.212.2071.0000	ELECTRICITY	\$39,417.25	\$15,600.00	\$40,000.00	\$40,000.00	\$24,400.00	156.41
001.1.1010.212.2073.0000	HEATING FUEL	\$9,798.47	\$9,000.00	\$10,000.00	\$10,000.00	\$1,000.00	11.11
001.1.1010.214.2087.0000	OIL BURNER MAINT.	\$977.14	\$1,270.00	\$1,270.00	\$1,270.00	\$0.00	0.00
001.1.1010.214.2088.0000	BUILDING REPAIRS & MAIN'	\$55,474.40	\$55,000.00	\$55,000.00	\$55,000.00	\$0.00	0.00
001.1.1010.300.3900.0000	CAPITAL OUTLAY	\$0.00	\$8,725.00	\$0.00	\$0.00	(\$8,725.00)	(100.00)
Department: TOWN BUILDINGS - 1010		\$118,416.83	\$99,095.00	\$119,020.00	\$119,020.00	\$19,925.00	20.11



Elevators Escalators

U570

November 30, 2022

TOWN OF HEBRON  
15 GILEAD ST  
HEBRON, CT 06248  
USA

Subject: Current Maintenance Contract  
KONE Contract: 41765127

Customer Number: N167386

DOUGLAS LIBRARY  
22 MAIN STREET  
HEBRON, CT 06248  
USA

Dear Customer:

KONE is proud to be your elevator/escalator service provider. Continuing our relationship and providing you with high quality KONE Service is our priority.

Since the start of our contract, KONE has worked diligently to provide you with competitive pricing. In reviewing the history of your account, the cost of providing services in connection with your contract has significantly increased. These costs include, but are not limited to, the base mechanic rate change, health & welfare and other employment benefit costs, applicable State and Federal Taxes and material costs.

Due to dramatic increases in commodity and logistics costs, material costs have increased significantly. From August 2020 to August 2022, the metals and metals index has increased 58.2%. KONE will not be passing the full impact of this cost increase onto to our customers. Instead, KONE will adjust the price of your maintenance contract as stated below.

The cost increase may also reflect, where applicable, services necessary to comply with recent elevator code changes (new requirements).

Effective January 1, 2023, KONE will be adjusting your price by +3.00%.

Thank you for your continued business. Should you have any questions, please do not hesitate to contact your Account Representative at 203-813-5663.

Sincerely,

KONE Elevators and Escalators

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001.1.1020.202.2021.0000	AUDIT SERVICES	\$39,500.00	\$45,000.00	\$46,000.00	\$46,000.00	\$1,000.00	2.22
Department: BOARD OF FINANCE - 1020		\$39,500.00	\$45,000.00	\$46,000.00	\$46,000.00	\$1,000.00	2.22



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001.1.1030.201.2010.0000	MEETINGS/CONF.	\$250.00	\$1,800.00	\$1,800.00	\$1,800.00	\$0.00	0.00
001.1.1030.201.2011.0000	DUES	\$170.00	\$845.00	\$695.00	\$695.00	(\$150.00)	(17.75)
001.1.1030.205.2046.0000	MILEAGE	\$200.80	\$300.00	\$300.00	\$300.00	\$0.00	0.00
Department: FINANCE DEPARTMENT - 1030		\$620.80	\$2,945.00	\$2,795.00	\$2,795.00	(\$150.00)	(5.09)

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001.1.1040.200.2002.0000	SPECIAL FORMS & SUPPLIE	\$1,099.80	\$1,350.00	\$1,500.00	\$1,500.00	\$150.00	11.11
001.1.1040.201.2010.0000	MEETINGS & CONFERENCE	\$200.00	\$200.00	\$200.00	\$200.00	\$0.00	0.00
001.1.1040.201.2011.0000	DUES	\$35.00	\$100.00	\$100.00	\$100.00	\$0.00	0.00
001.1.1040.202.2025.0000	DATA PROCESSING SERVIC	\$16,594.80	\$16,725.00	\$17,700.00	\$17,700.00	\$975.00	5.83
001.1.1040.206.2051.0000	EDUCATION	\$0.00	\$200.00	\$300.00	\$300.00	\$100.00	50.00
001.1.1040.228.2213.0000	ON-LINE DMV FEES	\$250.00	\$250.00	\$250.00	\$250.00	\$0.00	0.00
Department: TAX COLLECTOR - 1040		\$18,179.60	\$18,825.00	\$20,050.00	\$20,050.00	\$1,225.00	6.51

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001.1.1050.200.2002.0000	SPECIALIZED FORMS & SUI	\$2,365.21	\$2,800.00	\$2,800.00	\$2,800.00	\$0.00	0.00
001.1.1050.201.2010.0000	MEETINGS/CONFERENCES	\$35.00	\$300.00	\$300.00	\$300.00	\$0.00	0.00
001.1.1050.201.2011.0000	DUES	\$450.00	\$550.00	\$550.00	\$550.00	\$0.00	0.00
001.1.1050.201.2012.0000	SUBSCRIPTIONS	\$1,371.20	\$2,000.00	\$1,275.00	\$1,275.00	(\$725.00)	(36.25)
001.1.1050.202.2025.0000	DATA PROCESSING SERVIC	\$15,000.00	\$15,750.00	\$16,538.00	\$16,538.00	\$788.00	5.00
001.1.1050.202.2034.0000	MISC SERVICES CONTRAC	\$5,700.00	\$5,700.00	\$5,700.00	\$5,700.00	\$0.00	0.00
001.1.1050.205.2046.0000	MILEAGE	\$52.18	\$500.00	\$400.00	\$400.00	(\$100.00)	(20.00)
001.1.1050.206.2051.0000	TRAINING CLASSES	\$30.00	\$600.00	\$600.00	\$600.00	\$0.00	0.00
001.1.1050.210.2061.0000	MINOR EQUIPMENT MAINT	\$0.00	\$100.00	\$100.00	\$100.00	\$0.00	0.00
Department: ASSESSOR - 1050		\$25,003.59	\$28,300.00	\$28,263.00	\$28,263.00	(\$37.00)	(0.13)

DEPT 1050



## Town of Hebron

TOWN OFFICE BUILDING  
15 GILEAD STREET  
HEBRON, CONNECTICUT 06248  
TELEPHONE: (860) 228-5971  
FAX: (860) 228-4859  
www.hebronct.com

### Assessor's Office

TINA CORRIVEAU, CCMA  
Assessor – ext. 147  
assessor@hebronct.com

January 2023

Please see attached the proposed budget for the Assessor's Office for Fiscal Year 23/24.

The only increase is due to a standard increase in pricing for the office's essential Quality Data Service and eQuality software and annual support, as well as a contractual increase in pricing for the motor vehicle valuation books.

The decrease in subscriptions is due to the decision not to renew a commercial equipment pricing guideline and a commercial cost of construction valuation guideline that are seldom used in our office.

In addition, I would like to request two items that were not in the budget previously. Those two items are a Board of Assessment Appeals Recording Secretary and a new RICOH copier.

The Board of Assessment Appeals should have a Recording Secretary that is not a member of the Assessor's Office. When a taxpayer appeals their assessment, they are appealing a decision of the Assessor. It is imperative to the integrity of the appeal process that the Assessor's Office staff limits the amount of control we have over the BAA so that taxpayers can be assured that the appeal process is fair. A Recording Secretary would file agendas and minutes, attend meetings, and file the yearly meeting schedule, so that office staff is removed from that part of the appeal process. Typically, the BAA has only three meetings per year for the Recording Secretary to attend. Office staff would continue to provide educational support to the BAA and taxpayers. The actual amount budgeted should be in line with what other agencies pay a Recording Secretary per hour or per meeting.

The RICOH copier in our office is approximately twelve years old and on its last leg. We are not able to print large projects to the copier (Increase Notices, Personal Property Declarations, Income and Expense Statements, etc.) as the machine becomes overheated and jams up. We are unable to scan from the copier because the technology is too old. While RICOH still services the copier for us, the last date they were required to assure parts for this machine was February 2018. At this point, if anything breaks on the copier that RICOH does not carry a part for, the office will have no choice but to purchase new equipment. I would prefer to replace the copier before we reach that point. The quote I received from RICOH for a comparable new machine ranged from \$2,596 to \$3,222. The price per copy that we pay to RICOH will also be reduced from the current price of \$.017 per copy to \$.0065-.0082 depending on which machine is chosen. The price per copy reduction will be a savings of about \$300 per year, and will be locked in for 60 months, whereas the current price per copy increases yearly.

Thank you for your consideration.

Tina Corriveau, CCMA  
Assessor

## Town of Hebron

### Board of Selectmen

Fiscal Year: 2022-2023

Print accounts with zero balance   
  Round to whole dollars   
  Account on new page

Exclude inactive accounts with zero balance

From Date: 2/1/2023

To Date: 2/28/2023

Definition: 2 TOWN MGR BUDGET

Account	Description	FY2122 FINAL	FY2123 ADOPTED	DEPT PROPOSED	PROPOSED BUDGET	VARIANCE AMOUNT	VARIANCE PERCENT
001.1.1060.100.1002.0000	PART-TIME PAYROLL	\$0.00	\$100.00	\$100.00	\$100.00	\$0.00	0.00
001.1.1060.200.2002.0000	SPECIAL FORMS & SUPPLIE	\$995.06	\$2,000.00	\$3,750.00	\$3,750.00	\$1,750.00	87.50
001.1.1060.201.2010.0000	MEETINGS/CONFERENCES	\$763.90	\$1,500.00	\$2,825.00	\$2,825.00	\$1,325.00	88.33
001.1.1060.201.2011.0000	DUES	\$215.00	\$300.00	\$570.00	\$570.00	\$270.00	90.00
001.1.1060.202.2028.0000	LAND RECORD/MICROFILM	\$16,229.66	\$25,000.00	\$25,000.00	\$25,000.00	\$0.00	0.00
001.1.1060.202.2029.0000	RECORDS RESTORATION	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$0.00	0.00
001.1.1060.202.2034.0000	CONTRACTUAL SERVICES	\$2,228.49	\$6,000.00	\$6,000.00	\$6,000.00	\$0.00	0.00
001.1.1060.205.2046.0000	MILEAGE	\$347.32	\$300.00	\$500.00	\$500.00	\$200.00	66.67
001.1.1060.206.2051.0000	TRAINING	\$100.00	\$100.00	\$600.00	\$600.00	\$500.00	500.00
001.1.1060.210.2061.0000	MINOR EQUIPMENT MAINT	\$0.00	\$500.00	\$500.00	\$500.00	\$0.00	0.00
001.1.1060.228.2202.0000	VITAL STATISTICS	\$0.00	\$250.00	\$100.00	\$100.00	(\$150.00)	(60.00)
Department: TOWN CLERK - 1060		\$23,379.43	\$38,550.00	\$42,445.00	\$42,445.00	\$3,895.00	10.10

Explanation of 2023-24 proposed Town Clerk budget changes:

**1. Special forms and supplies:**

- a. New records management contract does not include archival paper and land record binders.
  - i. 10 reams of paper @ \$75/ plus 10 binders @ \$98/ ..... \$ 1,730
  - ii. Grantor/Grantee indexes 3 reams paper @\$85/ream ..... \$ 255
- b. Vital records certified copy paper 1 ream @ \$40/..... \$ 40
- c. Vital records paper (archival) 1 ream @ 95/..... \$ 95
- d. Poly tab flysheets vital records 3@ \$15/..... \$ 45
- e. 2 desktop printers toner cartridges @ approx. \$250/..... \$ 500
- f. Misc office supplies..... \$ 400
- g. Replacement of worn minutes binders 30@ \$22.83..... \$ 684

TOTAL anticipated cost \$3,749.

**2. Meetings/Conferences:**

- a. There has been an increase in fees for all conferences and meetings due to rising cost of meals and facilities costs. Attendance at meetings and conferences is important and, in some cases, required as it is the means by which various state departments pass along vital information regarding elections, records management etc.

**3. Dues:**

- a. Dues have been calculated for 2 members at the current rate for the three relevant clerk's organizations that provide educational and certification opportunities.

**4. Mileage:**

- a. Classes, meetings and conferences have resumed in-person attendance. The mileage has been calculated at the new IRS reimbursement rate for 2023 of .655 and an estimated number of travel miles.

**5. Training (Continuing Education):**

- a. Certification classes for a new staff member as well as continuing education for the acting town clerk have been factored into this amount.

**6. Vital Statistics:**

- a. This line item is being reduced as death certificates are now accessible through a state-wide electronic database. Paper copies of death certificates are no longer issued to resident towns by the issuing town. This reduces costs associated with this line item.

## Town of Hebron

### Board of Selectmen

Fiscal Year: 2022-2023

Print accounts with zero balance   
  Round to whole dollars   
  Account on new page

Exclude inactive accounts with zero balance

From Date: 2/1/2023

To Date: 2/28/2023

Definition: 2 TOWN MGR BUDGET

Account	Description	FY2122 FINAL	FY2123 ADOPTED	DEPT PROPOSED	PROPOSED BUDGET	VARIANCE AMOUNT	VARIANCE PERCENT
001.1.1070.100.1002.0000	PART-TIME PAYROLL	\$33,048.00	\$34,041.00	\$35,062.00	\$35,062.00	\$1,021.00	3.00
001.1.1070.200.2002.0000	SPECIALIZED FORMS & SUF	\$1,922.37	\$5,000.00	\$4,000.00	\$4,000.00	(\$1,000.00)	(20.00)
001.1.1070.201.2010.0000	MEETINGS/CONFERENCES	\$995.55	\$1,100.00	\$1,100.00	\$1,100.00	\$0.00	0.00
001.1.1070.202.2015.0000	SPECIAL ELECTIONS/REFE	\$6,210.39	\$12,500.00	\$12,500.00	\$12,500.00	\$0.00	0.00
001.1.1070.202.2018.0000	ELECTOR/VOTER CANVASE	\$158.50	\$100.00	\$160.00	\$160.00	\$60.00	60.00
001.1.1070.205.2046.0000	MILEAGE	\$24.80	\$250.00	\$250.00	\$250.00	\$0.00	0.00
001.1.1070.206.2081.0000	LHS MACHINE MAINT	\$675.00	\$700.00	\$850.00	\$850.00	\$150.00	21.43
001.1.1070.212.2070.0000	HAVA PHONE LINE	\$0.00	\$310.00	\$310.00	\$310.00	\$0.00	0.00
Department: REGISTRAR OF VOTERS - 1070		\$43,034.61	\$54,001.00	\$54,232.00	\$54,232.00	\$231.00	0.43

## Town of Hebron

### Board of Selectmen

Fiscal Year: 2022-2023

Print accounts with zero balance     Round to whole dollars     Account on new page

Exclude inactive accounts with zero balance

From Date: 2/1/2023

To Date: 2/28/2023

Definition: 2 TOWN MGR BUDGET

Account	Description	FY2122 FINAL	FY2123 ADOPTED	DEPT PROPOSED	PROPOSED BUDGET	VARIANCE AMOUNT	VARIANCE PERCENT
001.1.2001.100.1002.0000	PART-TIME PAYROLL	\$102,204.95	\$133,847.00	\$270,000.00	\$270,000.00	\$136,153.00	101.72
001.1.2001.100.1003.0000	PRIVATE DUTY OT	\$9,576.71	\$9,055.00	\$9,900.00	\$9,900.00	\$845.00	9.33
001.1.2001.200.2001.0000	OFFICE SUPPLIES	\$1,985.69	\$3,000.00	\$3,000.00	\$3,000.00	\$0.00	0.00
001.1.2001.201.2011.0000	DUES	\$0.00	\$335.00	\$335.00	\$335.00	\$0.00	0.00
001.1.2001.201.2184.0000	TOWN MATCHING GRANT F	\$52.49	\$2,000.00	\$2,000.00	\$2,000.00	\$0.00	0.00
001.1.2001.202.2003.0000	STATE TROOPER OT	\$7,816.99	\$12,000.00	\$12,000.00	\$12,000.00	\$0.00	0.00
001.1.2001.202.2003.1000	ST TROOPER PARTY PATRI	\$2,981.63	\$10,800.00	\$10,800.00	\$10,800.00	\$0.00	0.00
001.1.2001.202.2006.0000	ST TROOPER PRIVATE DUT	\$4,336.31	\$5,000.00	\$5,000.00	\$5,000.00	\$0.00	0.00
001.1.2001.202.2014.0000	STATE TROOPER SERVICE	\$125,064.53	\$130,727.00	\$115,166.00	\$115,166.00	(\$15,561.00)	(11.90)
001.1.2001.206.2051.0000	TRAINING CLASSES	\$21,344.95	\$10,000.00	\$10,000.00	\$10,000.00	\$0.00	0.00
001.1.2001.209.2053.0000	UNIFORM ALLOWANCE	\$5,925.41	\$7,500.00	\$7,500.00	\$7,500.00	\$0.00	0.00
001.1.2001.210.2059.0000	VEHICLE MAINTENANCE	\$3,642.35	\$6,000.00	\$6,000.00	\$6,000.00	\$0.00	0.00
001.1.2001.210.2062.0000	GASOLINE	\$2,204.31	\$3,176.00	\$4,712.00	\$4,712.00	\$1,536.00	48.36
001.1.2001.211.2061.0000	MINOR EQUIPMENT MAINT	\$1,834.39	\$5,000.00	\$5,000.00	\$5,000.00	\$0.00	0.00
001.1.2001.300.3900.0000	CAPITAL OUTLAY	\$19,522.90	\$7,541.00	\$0.00	\$0.00	(\$7,541.00)	(100.00)
Department: POLICE ADMINISTRATION - 2001		\$308,493.61	\$345,981.00	\$461,413.00	\$461,413.00	\$115,432.00	33.36





STATE OF CONNECTICUT  
DEPARTMENT OF EMERGENCY SERVICES AND PUBLIC PROTECTION  
DIVISION OF STATE POLICE  
HEBRON RESIDENT STATE TROOPER'S OFFICE

Date: February 24, 2023

To: Andy J. Tierney  
Hebron Town Manager

From: Trooper Bryce Reed #1326  
Hebron Resident State Trooper


Subject: Hebron School Resource Officer & Randomized School Patrols

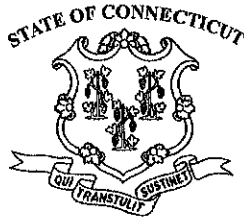
Dear Mr. Tierney,

Officer Topulos has been assigned to the Hebron Elementary School and Gilead Hill School as the School Resource Officer (SRO) since approximately December 2021. Officer Topulos has been an exceptional asset to the Hebron School System. Officer Topulos currently provides daily safety and security for students and staff at the Hebron Elementary School and Gilead Hill School. Officer Topulos teaches health & safety curriculum to students including the DARE program, peer pressure, bullying, and more. Officer Topulos performs daily traffic control for morning and afternoon student pick-up and drop-off. Officer Topulos has been crucial with assisting the Hebron Elementary School and Gilead Hill School with planning and conducting fire drills, lockdown drills, and evacuation drills. Officer Topulos conducts routine training with staff regarding the ALICE program (Alert, lockdown, inform, counter, and evacuate). Officer Topulos also responds to any calls for service throughout the school day and acts as a positive role model to students. Officer Topulos goes above and beyond to ensure students and staff are safe in the learning environment. Officer Topulos attempts to spend an equal amount of time at the Hebron Elementary School and Gilead Hill School.

Throughout the 2022-2023 school year, the Hebron Police Department has been providing randomized school patrols during normal schools hours. Hebron Police Officers and the Hebron Resident Trooper have been conducting enhanced patrol checks of the Hebron Elementary School, Gilead Hill School, Rham Middle School, and Rham High School. The randomized school patrols have added an extra layer of protection throughout the school week. Students, staff, parents, and the general public may have noticed and will continue to notice an enhanced police presence at Hebron Schools.

Respectfully Submitted,

  
Trooper Bryce Reed #1326  
Hebron Resident State Trooper



**Substitute Senate Bill No. 135**

**Public Act No. 22-119**

**AN ACT CONCERNING ACCREDITATION STANDARDS FOR LAW ENFORCEMENT UNITS.**

Be it enacted by the Senate and House of Representatives in General Assembly convened:

Section 1. Section 7-294ee of the general statutes is repealed and the following is substituted in lieu thereof (*Effective from passage*):

(a) [Until December 31, 2024, the] The Police Officer Standards and Training Council, established under section 7-294b, and the Commissioner of Emergency Services and Public Protection or the commissioner's designee, shall jointly develop, adopt and revise, as necessary, minimum standards and practices for the administration, [and] management and operation of law enforcement units, as defined in section 7-294a. Such minimum standards and practices shall be based upon standards established by the International Association of Chiefs of Police and the Commission on Accreditation for Law Enforcement Agencies, Inc., and shall include, but need not be limited to, standards and practices regarding bias-based policing, use of force, response to crimes of family violence, use of body-worn recording equipment, complaints that allege misconduct by police officers, use of electronic defense weapons, eyewitness identification procedures, notifications in death and related events and pursuits by police officers and compliance with the guidance issued by the council pursuant to subdivision (1) of

**Substitute Senate Bill No. 135**

subsection (g) of section 7-294d regarding reporting procedures to be followed by chief law enforcement officers for certificate suspension, cancellation or revocation. Not later than January 1, 2023, the council shall, within available appropriations, divide the minimum standards and practices into three state-accreditation tiers, to be known as tier one, tier two and tier three. Tier one shall consist of minimum standards and practices designed to protect law enforcement units from liability, enhance the delivery of services and improve public confidence in law enforcement units. Tier two shall consist of minimum standards and practices for the administration, management and operation of law enforcement units. Tier three shall consist of higher minimum standards and practices for the administration, management and operation of law enforcement units. The council shall post [such] the minimum standards and practices of each tier on the council's Internet web site and disseminate [such] the minimum standards and practices of each tier to law enforcement units. The council and commissioner or the commissioner's designee shall jointly develop a process to review a law enforcement unit's compliance with [such] the minimum standards and practices of each tier and issue a certificate of compliance with [law enforcement] the minimum standards and practices of tier one, tier two or tier three, as the case may be, to a law enforcement unit that meets or exceeds [such] the minimum standards and practices of such tier.

(b) On and after January 1, 2019, and until December 31, [2024] 2022, each law enforcement unit shall adopt and maintain (1) the minimum standards and practices developed by the council pursuant to subsection (a) of this section, or (2) a higher level of accreditation standards developed by the council or the Commission on Accreditation for Law Enforcement Agencies, Inc.

(c) On and after January 1, 2023, and until December 31, 2023, each law enforcement unit shall (1) be certified, at a minimum, as meeting the requirements for state-accreditation tier one developed by the council

**Substitute Senate Bill No. 135**

pursuant to subsection (a) of this section, or (2) meet a higher level of accreditation standards developed by the Commission on Accreditation for Law Enforcement Agencies, Inc.

(d) On and after January 1, 2024, and until December 31, 2025, each law enforcement unit shall (1) be certified, at a minimum, as meeting the requirements for state-accreditation tiers one and two developed by the council pursuant to subsection (a) of this section, or (2) meet a higher level of accreditation standards developed by the Commission on Accreditation for Law Enforcement Agencies, Inc.

~~[(c)]~~ (e) On and after January 1, [2025] 2026, each law enforcement unit shall [obtain and maintain accreditation] (1) be certified as meeting the requirements for state-accreditation tiers one, two and three developed by the council pursuant to subsection (a) of this section, or (2) meet a higher level of accreditation standards developed by the Commission on Accreditation for Law Enforcement Agencies, Inc.

(f) If a law enforcement unit fails to obtain or maintain [such accreditation] the appropriate certification for a state-accreditation tier or tiers or the higher level of accreditation standards developed by the Commission on Accreditation for Law Enforcement Agencies, Inc., as required by the provisions of subsections (b) to (e), inclusive, of this section, the council shall work with the law enforcement unit to obtain and maintain such certification or accreditation standards.

(g) If a law enforcement unit fails to comply with the guidance issued by the council pursuant to subdivision (1) of subsection (g) of section 7-294d regarding reporting procedures to be followed by chief law enforcement officers for certificate suspension, cancellation or revocation, the council may revoke the certificate of compliance with the appropriate state-accreditation tier or tiers, as the case may be, issued pursuant to this section.

**Substitute Senate Bill No. 135**

[(d)] (h) No civil action may be brought against a law enforcement unit for damages arising from the failure of the law enforcement unit to (1) adopt and maintain such minimum standards and practices or a higher level of accreditation standards pursuant to subsection (b) of this section, or (2) obtain and maintain the appropriate certificate of compliance with the appropriate state-accreditation tier or tiers or accreditation by the Commission on Accreditation for Law Enforcement Agencies, Inc., [pursuant to subsection (c) of this section] as required by subsections (c) to (e), inclusive, of this section.

Sec. 2. Subdivision (22) of subsection (a) of section 7-294d of the 2022 supplement to the general statutes is repealed and the following is substituted in lieu thereof (*Effective from passage*):

(22) (A) [Until December 31, 2024, to] To develop, adopt and revise, as necessary, comprehensive accreditation standards, and designation of such standards as state-accreditation tiers one, two and three, for the administration and management of law enforcement units, to grant accreditation to those law enforcement units that demonstrate their compliance with such standards and, at the request and expense of any law enforcement unit, to conduct such surveys as may be necessary to determine such unit's compliance with such standards; and (B) on and after January 1, [2025,] 2023 to work with any law enforcement unit that has failed to obtain or maintain [accreditation from] its certification of compliance with the appropriate tier or tiers or a higher level of accreditation standards developed by the council or the Commission on Accreditation for Law Enforcement Agencies, Inc., pursuant to section 7-294ee, as amended by this act;

Approved May 27, 2022

**Elaine Griffin**

DEPT 2001

**From:** Reed, Bryce <Bryce.Reed@ct.gov>  
**Sent:** Monday, January 30, 2023 1:22 PM  
**To:** Elaine Griffin  
**Cc:** Marc Rubera  
**Subject:** Re: 2023-24 Proposed Budget submission

Good afternoon

My apologies for the follow-up email. I was hoping for the upcoming budget that we could separate the Hebron/Gilead School SRO and the part time payroll wages into different line items. I am requesting an increase in the wages to reflect the following:

Part Time Payroll Wages: \$96,000  
Hebron/Gilead SRO: \$47,000  
(Approximately \$10,000 increase from this year)

184,000.

Additionally, Marc has become the accreditation manager, which is newly required by POST. He will be required to work approximately 25 hours per week to make sure the Hebron Police Department is an accredited agency per legislation. Therefore, I was hoping to make an additional line item: Accreditation Manager: approximately \$41,000

Thank you

Trooper Bryce Reed #1326  
Connecticut State Police  
Hebron Resident Trooper  
Office: (860)228-3710

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**From:** Reed, Bryce <Bryce.Reed@ct.gov>  
**Sent:** Friday, January 20, 2023 10:09 AM  
**To:** Elaine Griffin <EGriffin@hebronct.com>  
**Subject:** Re: 2023-24 Proposed Budget submission

Good morning

We are looking to keep our budget the same other than a couple things Marc pointed out. Due to the accreditation mandate and Marc being the accreditation manager he informed me that he is required to work approx 25 hours per week, which i believe comes out to about \$42,000. This is now mandated that the Hebron Police Dept becomes an accredited agency. Also, Marc informed me that he submitted a quote for tasers for approximately \$26,000 for non-lethal/de-escalation tactics. We recently found out that Hebron is probably the only agency that does not have tasers in CT, which can be scrutinized if there is a use of force.

Otherwise, I was hoping to keep all of our line items the same for the following year.

I'm not working in Hebron today but Marc gave me these price estimates this week.

Thank you

Bryce Reed



POSTC File Reivew / On-Site Accreditation Schedule 2023

*JEPT 2001*

Revised 12/02/2022

Department Name	2023 File Reivew	2023 On-Site Date or Status
Amtrak Railroad Police		CALEA PA
Ansonia Police Department	06/26/23 - 07/07/23	7/20/23
Aquarion Water Company of CT Police	08/28/23 - 09/08/23	9/19/23
Avon Police Department		CALEA
Barkhamsted Police Department	08/07/23 - 08/18/23	8/24/23
Beacon Falls Police Department	07/31/23 - 08/11/23	8/22/23
Berlin Police Department		CALEA
Bethany Police Department	04/24/23 - 05/05/23	5/18/23
Bethel Police Department		CALEA
Bethlehem Police Department	08/21/23 - 09/01/23	9/12/23
Bloomfield Police Department		CALEA
Branford Police Department		In CALEA process 11/16/2023
Bridgeport Police Department		TIER 1
Bridgewater Police Department	02/13/23 - 02/24/23	3/16/23
Bristol Police Department		TIER 3
Brookfield Police Department	03/27/23 - 04/07/23	4/27/23
Burlington Police Department	04/03/23 - 04/14/23	5/4/23
Canton Police Department		TIER 1
Capital Community-Technical College Police	12/12/22 - 12/23/23	1/12/23
Central Conn. State University Police		CALEA
Cheshire Police Department	12/26/22 - 01/06/23	1/19/23
Chester Police Department	10/30/23 - 11/11/23	11/28/23
Colchester Police Department	02/06/23 - 02/17/23	3/15/23
Connecticut State Police		CALEA
Coventry Police Department		CALEA
Cromwell Police Department	11/13/23 - 11/24/23	12/7/23
CT Airport Authority Police	03/13/23 - 03/24/23	4/18/23
CT Dept. Social Services (Capias Unit)	11/20/23 - 12/01/23	12/14/23
CT EnCon Police	01/09/23 - 01/20/23	2/7/23
Danbury Police Department		TIER 3
Darien Police Department		TIER 2
Deep River Police Department	12/05/22 - 12/16/22	1/5/23
Department of Motor Vehicles	01/02/23 - 01/13/23	1/26/23
Department of Revenue Services	04/17/23 - 04/28/23	5/16/23
Dept. Children & Family Services Police	05/29/23 - 06/09/23	6/21/23
Dept. Consumer Protection Gaming Division	07/10/23 - 07/21/23	8/1/23
Derby Police Department	11/20/23 - 12/01/23	12/19/23
East Granby Police Department	09/04/23 - 09/15/23	9/26/23
East Haddam Police Department	12/04/23 - 12/15/23	12/28/23
East Hampton Police Department	07/17/23 - 07/28/23	8/8/23
East Hartford Police Department		CALEA
East Haven Police Department		CALEA
East Lyme Police Department	03/20/23 - 03/31/23	4/19/23

POSTC File Reivew / On-Site Accreditation Schedule 2023

Revised 12/02/2022

<b>Department Name</b>	<b>2023 File Reivew</b>	<b>2023 On-Site Date or Status</b>
East Windsor Police Department		TIER 1
Eastern Conn. State University Police	12/19/22 - 12/30/22	1/17/23
Easton Police Department	05/22/23 - 06/02/23	6/15/23
Ellington Police Department	08/28/23 - 09/08/23	9/14/23
Enfield Police Department		CALEA
Essex Police Department	07/10/23 - 07/21/23	8/3/23
Fairfield Police Department	06/26/23 - 07/07/23	7/19/23
Farmington Police Department		CALEA
Gateway Community College Police Department	08/14/23 - 08/25/23	9/5/23
Glastonbury Police Department		CALEA
Granby Police Department		CALEA
Greenwich Police Department		TIER 1
Groton City Police Department		TIER 1
Groton Long Point Police Department	11/27/23 - 12/08/23	12/21/23
Groton Town Police Department	06/05/23 - 06/16/23	6/29/23
Guilford Police Department		CALEA
Hamden Police Department	10/09/23 - 10/20/23	10/31/23
Hartford Police Department		TIER 1
Hebron Police Department	05/08/23 - 05/19/23	6/6/23
Housatonic Community College Police	08/21/23 - 09/01/23	9/7/23
Killingly Police Department	06/12/23 - 06/23/23	7/6/23
Lebanon Police Department	10/23/23 - 11/03/23	11/9/23
Ledyard Police Department	12/05/22 - 12/16/22	1/3/23
Litchfield Police Department		CALEA CSP no POSTC 2/14/2023
Madison Police Department		CALEA
Manchester Community College Police	03/20/23 - 03/31/23	4/20/23
Manchester Police Department		CALEA
Marlborough Police Department	07/24/23 - 08/04/23	8/15/23
Mashantucket Pequot Tribal Police	09/18/23 - 09/29/23	10/10/23
Mental Health & Addiction Services	09/18/23 - 09/29/23	10/5/23
Meriden Police Department		TIER II
Metropolitan Transportation Authority Police	02/13/23 - 02/24/23	3/21/23
Metropolitan District Commission Police	11/06/23 - 11/17/23	11/30/23
Middlebury Police Department	07/17/23 - 07/28/23	8/10/23
Middletown Police Department		In CALEA process 6/27/2023
Milford Police Department		CALEA
Mohegan Tribal Police	06/19/23 - 06/30/23	7/13/23
Monroe Police Department		TIER 3
Montville Police Department	12/26/22 - 01/06/23	1/24/23
Naugatuck Police Department		TIER 3
Naugatuck Valley Comm. College Police	08/14/23 - 08/25/23	8/31/23
New Britain Police Department	01/30/23 - 02/10/23	3/2/23
New Canaan Police Department		CALEA





**STATE OF CONNECTICUT**  
**DEPARTMENT OF EMERGENCY SERVICES AND PUBLIC PROTECTION**

February 7, 2023

Mr. Andrew J. Tierney - Town Manager  
Town of Hebron  
Attn: Town Manager - Hebron  
P.O. Box 156  
15 Gilead Street  
Hebron, CT 06428

Dear Mr. Tierney:

Enclosed please find the **projection** of Resident Trooper costs (not including overtime) for **FY 2023/2024** based on the current Resident Trooper(s) assigned to your town.

The State Police contract has been agreed upon but not approved. Based on the agreed contract we have included a 2.5% salary increase. Any other changes that may occur (such as increases in salaries, fringe benefits, replacements, promotions, transfers, addition, etc.) are not reflected in this **projection**. A breakdown of projected overhead costs is also included in a separate report.

The billing for FY 2023/2024 will be calculated based on actual costs and your town will be liable for any increase in costs which may occur.

If you have any questions, please call me at (860)685-8192.

Sincerely,

*Lisa D. Wells*

Lisa D. Wells  
Associate Accountant

Enclosures  
cc: Resident Troopers Office

TROOP K - COLCHESTER													
RESIDENT TROOPER PROJECTIONS													
FY 23-24 AT 85% AND 100%													
TOWN OF HEBRON													
TROOPER NAME	EMPLOYEE #	TROOPER RANK	AI INCREASE	STEP	6/30/23-6/27/24	6/30/23-12/28/23	12/28/23-6/27/24	SALARY	TOTAL OVERHEAD ITEMS	PLUS TOTAL OVERHEAD ITEMS	2 TROOPERS AT 85.00% TOTAL	REMAINING TROOPERS AT 100.00% TOTAL	TOTAL PROJECTED AMOUNT
Bryce Reed	446677	TPR	January	5,6	\$ -	\$ 38,918.10	\$ 40,012.05	\$ 78,930.15	\$ 56,556.34	\$ 135,486.49	\$ 115,163.52		\$ 115,163.52
								\$ 78,930.15	\$ 56,556.34	\$ 135,486.49	\$ 115,163.52	\$ -	\$ 115,163.52

S:DR-A/R-RESIDENT TROOPER-FY22 RESIDENT TROOPER PROJ. BACK-UP FY22-23 (85%)

OVERHEAD CALCULATION  
FY 2022-2023  
PROJECTION

										TOTAL							
										OF SALARY							
										PLUS LUNCH PAID	FY 23-24	TRAVEL				TOTAL	
										PLUS PAID		Estimated	MILES	RES TER	MOTOR	OVER-	
										LUNCH PLUS	PLUS OVERTIME	FRINGE	TRAVEL MILES	STIPEND PER	VEHICLE	HEAD	
TOWN	RESIDENT	TIME	SALARY		OVERTIME	OVERTIME	MEALS	PER MP-1 CONTRACT	(49.74%)	(Based on FY)	.26 A MILE	CONTRACT	DEPRECIATION	SUPPLIES	UNIFORMS	ITEMS	
TROOPER	PERIOD																
HRBRON	B REED	7/1/2023-6/30/2024	\$78,930.15	\$0.00	\$78,930.15	\$3,776.00		\$82,706.15	\$41,138.04		4927	\$1,261.02	\$1,200.00	\$8,308.44	\$298.43	\$584.41	\$86,556.34

## Town of Hebron

### Board of Selectmen

Fiscal Year: 2022-2023

Print accounts with zero balance     Round to whole dollars     Account on new page

Exclude inactive accounts with zero balance

From Date: 2/1/2023

To Date: 2/28/2023

Definition: 2 TOWN MGR BUDGET

Account	Description	FY2122 FINAL	FY2123 ADOPTED	DEPT PROPOSED	PROPOSED BUDGET	VARIANCE AMOUNT	VARIANCE PERCENT
001.1.2010.100.1002.0000	PAYROLL F/T & P/T	\$66,538.20	\$72,793.00	\$79,436.00	\$88,809.00	\$16,016.00	22.00
001.1.2010.100.1003.0000	PRIVATE DUTY/OT	\$10,049.18	\$6,000.00	\$6,000.00	\$3,000.00	(\$3,000.00)	(50.00)
001.1.2010.100.1004.0000	PER DIEM PAYROLL	\$77,490.75	\$81,000.00	\$152,760.00	\$143,756.00	\$62,756.00	77.48
001.1.2010.200.2005.0000	MISC ADMINISTRATIVE EXP	\$8,265.28	\$9,000.00	\$11,000.00	\$11,000.00	\$2,000.00	22.22
001.1.2010.202.2034.0000	MISC SERVICE CONTRACTS	\$33,173.37	\$36,967.00	\$35,967.00	\$35,967.00	(\$1,000.00)	(2.71)
001.1.2010.202.2080.0000	MEDICAL SERVICES	\$11,312.70	\$14,000.00	\$14,000.00	\$14,000.00	\$0.00	0.00
001.1.2010.206.2051.0000	TRAINING CLASSES	\$6,499.43	\$10,000.00	\$10,000.00	\$10,000.00	\$0.00	0.00
001.1.2010.206.2069.0000	FIRE POLICE TRAINING	\$1,499.11	\$1,500.00	\$1,500.00	\$1,500.00	\$0.00	0.00
001.1.2010.208.2120.0000	POINTS REMUNERATION	\$43,698.06	\$43,703.00	\$43,703.00	\$43,703.00	\$0.00	0.00
001.1.2010.209.2053.0000	UNIFORM ALLOWANCE	\$4,300.00	\$6,000.00	\$8,000.00	\$8,000.00	\$2,000.00	33.33
001.1.2010.210.2058.0000	RADIO MAINTENANCE	\$7,498.43	\$7,500.00	\$7,500.00	\$7,500.00	\$0.00	0.00
001.1.2010.210.2059.0000	VEHICLE MAINTENANCE	\$24,923.20	\$30,000.00	\$30,000.00	\$40,772.00	\$10,772.00	35.91
001.1.2010.210.2060.0000	HEAVY EQUIPMENT MAINT	\$5,425.46	\$6,000.00	\$8,000.00	\$8,000.00	\$2,000.00	33.33
001.1.2010.210.2062.0000	GASOLINE	\$2,854.98	\$4,355.00	\$3,755.00	\$3,755.00	(\$600.00)	(13.78)
001.1.2010.210.2063.0000	DIESEL	\$6,720.00	\$6,831.00	\$7,055.00	\$7,055.00	\$224.00	3.28
001.1.2010.211.2068.0000	TURNOUT GEAR	\$19,934.17	\$20,000.00	\$24,600.00	\$24,600.00	\$4,600.00	23.00
001.1.2010.212.2070.0000	TELEPHONE	\$6,161.01	\$6,200.00	\$6,200.00	\$6,200.00	\$0.00	0.00
001.1.2010.212.2071.0000	ELECTRICITY	\$24,005.36	\$26,883.00	\$26,445.00	\$26,445.00	(\$438.00)	(1.63)
001.1.2010.212.2073.0000	HEATING FUEL	\$17,780.71	\$17,231.00	\$18,954.00	\$18,954.00	\$1,723.00	10.00
001.1.2010.214.2088.0000	BUILDING REPAIRS/MAINT	\$17,655.93	\$18,500.00	\$18,500.00	\$18,500.00	\$0.00	0.00
001.1.2010.228.2187.0000	911-EMERGENCY	\$30,697.40	\$33,873.00	\$33,873.00	\$33,873.00	\$0.00	0.00
001.1.2010.300.3900.0000	CAPITAL OUTLAY	\$7,368.00	\$7,368.00	\$5,000.00	\$5,000.00	(\$2,368.00)	(32.14)
001.1.2010.410.4005.0000	DISABILITY/ACCIDENT INSL	\$5,986.32	\$6,000.00	\$6,000.00	\$6,000.00	\$0.00	0.00
001.1.2010.411.3090.0000	FIRE HYDRANT WATER SUP	\$23,985.82	\$24,531.00	\$29,040.00	\$29,040.00	\$4,509.00	18.38
Department: FIRE ADMINISTRATION - 2010		\$463,822.87	\$496,235.00	\$587,288.00	\$595,429.00	\$99,194.00	19.99

# Town of Hebron

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To Date: 2/28/2023

Definition: 2 TOWN MGR BUDGET

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# Quote



172 Cross Rd  
 Waterford, CT 06385  
 860-442-0678

**Quote #** QT1673121  
**Date** 02/27/2023  
**Expires** 03/14/2023  
**Sales Rep** Johnson, Timothy  
**Shipping Method** MES Delivery  
**Customer** Hebron Fire Department (CT)  
**Customer #** C255045

**Bill To**  
 Hebron Fire Department (CT)  
 44 Main Street  
 P.O. Box 911  
 Hebron CT 06248-0911  
 United States

**Ship To**  
 Hebron Fire Department (CT)  
 44 Main Street  
 P.O. Box 911  
 Hebron CT 06248-0911  
 United States

Item	Alt. Item #	Units	Description	QTY	Unit Price	Amount
Hydrotest Labor-SCBA-SCUBA			SCBA-SCUBA, Hydrotest, Labor Only	87	\$34.50	\$3,001.50
Cylinder Fill- SCBA			Cylinder Fill- SCBA, Any Size	87	\$16.75	\$1,457.25
55810-00			PACKING,PREFORM .07W X .114ID	87	\$4.23	\$368.01
58662-00			PACKING, PREFORMED	87	\$3.80	\$330.60
Pick Up/ Delivery			Pick Up/ Delivery Charge	4	\$20.00	\$80.00

**Subtotal** \$5,237.36  
**Shipping Cost** \$0.00  
**Tax Total** \$0.00  
**Total** \$5,237.36

This Quotation is subject to any applicable sales tax and shipping & handling charges that may apply. Tax and shipping charges are considered estimated and will be recalculated at the time of shipment to ensure they take into account the most current information.

All returns must be processed within 30 days of receipt and require a return authorization number and are subject to a restocking fee.

Custom orders are not returnable. Effective tax rate will be applicable at the time of invoice.



QT1673121



# Hebron Fire Department

## Proposed Operational Budget Line Changes

- 2010.100.1002 Part Time Payroll – Proposed Budget \$79,436 (+\$6,643). Proposed \$2.00 increase in hourly wage for our part-time FF/EMT/Mechanic, proposed \$5,533 increase in officer stipends. ✓
- 2010.100.103 Private Duty Payroll – Proposed Budget \$3,000 (-\$3,000). This line was previously typically used for extended Fire Police operations, which have been significantly reduced. ✓
- 2010.100.1004 Per-Diem Payroll – Proposed Budget \$143,756 (+\$62,756). Please see the attached Wage and Staffing Improvement document for a description and details. ✓
- 2010.200.2005 Miscellaneous Administrative Expenses – Proposed Budget \$11,000 (+\$2,000). Additional funds requested would be utilized for payment of provisions after fires, drills, special events. ✓
- 2010.202.2034 Miscellaneous Service Contracts – Proposed Budget \$35,967 (-\$1000). Cable television services significantly decreased as an alternate, more cost-effective option was put into place. Savings was greater than \$1000, but personal cell phone use reimbursement is being requested by the Chief from this budget line. ✓
- 2010.209.2053 Uniform Allowance – Proposed Budget \$8,000 (+\$2,000). Proposed increase in anticipation of additional staffing and increased cost of uniforms. ✓
- 2010.210.2060 Heavy Equipment Maintenance – Proposed Budget \$8,000 (+\$2,000). Proposed increase attributed to replacement of life safety rope and appliances that have reached the end of their service life. ✓
- 2010.211.2068 Turnout Gear – Proposed Budget \$24,600 (+\$4,600). Proposed increase attributed to severe spike (+\$1,500 per set of turnout gear over past two years) in cost of personal protective equipment. ✓
- 2010.300.3900 Capital Outlay – Proposed Budget \$5000 (-\$2,368). DOT Mandated Self-Contained Breathing Apparatus bottle hydrostatic testing (**currently overdue**) ✓
- 2020.200.2002 Medical Supplies – Proposed Budget \$19,000 (+\$1,000). Proposed increase attributed to increased cost of consumable medical supplies.
- 2020.206.251 EMS Training – Proposed Budget \$13,000 (+\$1,500). Proposed increase in anticipation of additional staff that will need initial or refresher training, current staff that will take part in additional training.





# Hebron Fire Department

## Proposed Wage and Staffing Improvements

### Day Shift – Monday through Friday

- Full-Time Staff (FF/EMT):
  - Requesting 3% hourly raise
    - ❖ \$3,162 estimated annual increase in full-time payroll
  - Alternating four ten-hour shifts 0700 – 1700
    - FF/EMT #1 works Monday, Tuesday, Wednesday, Thursday
    - FF/EMT #2 works Tuesday, Wednesday, Thursday, Friday
    - Alternate each week
- Part-Time Staff
  - Requesting an increase of \$5,533 to Line Officer Stipends
  - Requesting \$2.00 hour raise for part-time FF/EMT/Mechanic
    - ❖ \$1,110 annual increase in part-time payroll (based on hours worked prior year)
- Per-Diem Fire/EMS Staff
  - Requesting \$2.00 hour raise for per-diem FF/EMTs
  - Per-Diem staff would cover the two open shifts per week created by the above proposed schedule
    - ❖ \$22,820 annual increase in per-diem payroll based on covering shifts with per-diem FF/EMT, possibly less if shifts covered by alternate per-diem staff
      - 1<sup>st</sup> Preference – FF/EMT (currently \$20 hour, proposing \$22)
      - 2<sup>nd</sup> Preference – EMT (currently \$16 hour, proposing \$19)
      - 3<sup>rd</sup> Preference – FF/EMR (new category, proposing \$19)
      - 4<sup>th</sup> Preference – EMR (new category, proposing \$17)
- **Ten additional hours of daytime coverage, Monday through Friday**



## **Overnight Shift – Sunday through Thursday**

- Per-Diem EMS Staff
  - Requesting \$3.00 hour raise for EMTs
  - Per-Diem EMS staff would continue to cover the Monday through Friday overnight shifts, which would run from 2300 to 0700 if the full-time day staff move to the proposed schedule. Working until 0700 rather than 0800 may enable more people to work this shift.
    - ❖ \$12,480 annual increase in per-diem payroll, possibly less if shifts covered by alternate per-diem staff
      - EMR could cover a shift with an EMT and would receive \$17.00 hour

## **Day Shift – Saturday and Sunday**

- Per-Diem Fire/EMS Staff
  - As previously stated, requesting \$2.00 hour raise for FF/EMT
  - Per-Diem Fire/EMS staff would continue to cover Saturday and Sunday day shifts, which run from 0700-1700.
    - ❖ \$4,160 annual decrease in per-diem payroll based on covering shifts with per-diem FF/EMT, possibly greater savings if shifts covered by alternate per-diem staff
      - 1<sup>st</sup> Preference – FF/EMT (currently \$20 hour, proposing \$22)
      - 2<sup>nd</sup> Preference – EMT (currently \$16 hour, proposing \$19)
      - 3<sup>rd</sup> Preference – FF/EMR (new category, proposing \$19)
      - 4<sup>th</sup> Preference – EMR (new category, proposing \$17)

## Overnight Shift – Friday and Saturday **NEW**

- Per-Diem EMS Staff
  - Per-Diem EMS staff would cover Friday and Saturday overnight shifts, which would run from 2300 to 0700.
    - ❖ \$31,616 annual increase in per-diem payroll based on covering shifts with two EMTs, possibly less if shifts covered by alternate per-diem staff
      - EMR could cover a shift with an EMT and would receive \$17.00 hour

# Summary

1. Proposed changes would provide:

- Consistent coverage; a minimum staffing level of two personnel, seven days per week, 0700 – 1700, and 2300 – 0700.
- Attractive pay scales
- Attractive work schedules
- Greater probability of attracting and retaining high caliber, qualified personnel

2. 3% hour raise for full-time FF/EMT:	+\$3,162
3. Increase to Officer Stipends:	+\$5,533
4. \$2.00 hour raise for part-time FF/EMT/Mechanic:	+\$1,110
5. Full-time FF/EMTs work four ten-hour shifts, per-diem staff covers two daytime shifts:	+\$22,820
6. \$3.00 hour raise for Sunday through Thursday overnight per-diem EMS staff:	+\$12,480
7. \$2.00 hour raise for Saturday and Sunday daytime per-diem Fire/EMS staff:	-\$4,160
8. Addition of Friday and Saturday overnight per-diem EMS staff:	+\$31,616

❖ Impact on Full-Time Payroll:	+\$3,162
❖ Impact on Part-Time Payroll:	+\$6,643
❖ Impact on Per-Diem Payroll:	+\$62,756

DEPT 2010



93 West Main Street  
Clinton, CT 06413  
1-800-286-5700

January 30, 2023

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

**Re: Municipal Budgeting Forecast for 2023/24 Fiscal Year**

Dear Mr. Tierney:

Connecticut Water provides reliable, high-quality water service to 60 Connecticut communities, contributing to public health and economic development. In addition, we also support public safety in the town of Hebron through our water distribution system, which provides water to hydrants for firefighting.

**Infrastructure Investment**

Connecticut Water invests over \$60 million in our drinking water infrastructure each year, which is essential to maintaining reliable and resilient water systems. This investment is necessary to replace aging, undersized, or compromised water mains; maintain or replace water storage tanks; and make other improvements in the distribution system to ensure that public health and safety are maintained.

Similar to the municipalities we serve, Connecticut Water is also experiencing a challenging inflationary environment. We continue to see increased costs related to construction equipment and materials, services, and other resources that go into operating and maintaining a public water utility. We have and will continue to make a significant effort to offset costs by identifying and evaluating all opportunities to enhance efficiency. Connecticut Water is committed to continuing to provide high-quality water, service reliability, and public fire protection to the towns we serve.

**Budgeting Forecast**

We understand that communities are in the process of developing their budgets for the 2023/24 fiscal year, so we want to provide you with our best guidance for your budget planning.

Given the unpredictable economic environment and the scope of the infrastructure investments that have already been made, it is difficult to provide the same level of detail as we have in the past. As mentioned previously, we are currently monitoring the economic climate and evaluating options to offset inflation and begin recovering on the infrastructure investments, which are not yet being paid for by customers. To be conservative, we suggest budgeting for a 10% increase in public fire protection charges for the upcoming fiscal year, with the bulk of the increase to be in the first half of 2024. We expect to provide additional details in the coming months.

As in previous years, changes in public fire protection charges for the next fiscal year (2023/24) are also affected by increases in the number of hydrants and the length of additional water main installed in your community in the past year (2022/23) to support public fire protection.

The attached summary provides an overview of the estimated public fire protection rates and charges for the 2023/24 fiscal year. Connecticut Water maintains detailed GIS maps of the systems in your community, which is the basis for your town's fire billing. Should you have any questions on your local infrastructure, we are available to discuss them with you.

With that in mind, please remember that these are our best estimates, and future adjustments to our Water Infrastructure and Conservation Adjustment (WICA), Water Revenue Adjustment (WRA), or fire protection rates are subject to Connecticut's Public Utilities Regulatory Authority (PURA) review and approval.

### **Financial Assistance for Customers**

Though not related to public fire protection charges, it is important to remind our communities that Connecticut Water has assistance options for customers experiencing financial hardship in order to help maintain their water service. Our Help-2-Our-Customers, or H<sub>2</sub>O, financial assistance program assists customers facing ongoing or one-time financial hardships. Our Water Rate Assistance Program (WRAP), the first program of its kind by a water utility in Connecticut, provides income-eligible customers a 15% reduction on their water bills. We encourage you to share information about our financial assistance programs with residents and social service agencies. Please direct customers to [ctwater.com/H2O](https://ctwater.com/H2O) or 800-286-5700 for more information on these programs.

If you have questions about the fire protection charges or would like to discuss anything related to water service in your community, please feel free to contact Paul Lowry, Region Manager, at (860)292-2809 or [paul.lowry@ctwater.com](mailto:paul.lowry@ctwater.com).

Sincerely,



Rose M. Gavrilovic, P.E.  
Vice President, Service Delivery

/att.

# Hebron Public Fire

Qty	Current Rate	Monthly Rate	With current WICA		Assumes a 2.93% increase in WICA	
			2023 Monthly	2023 Monthly	2024 Monthly	2024 Monthly
			Jan-Mar	Apr-Dec	Estimated Jan-Mar	Estimated Apr-Jun
Hydrants	14 \$	20.60	288	\$ 298		
Linear Feet	136,896 \$	0.01	1,917	\$ 1,979		
		Total with WICA	\$ 2,277	\$ 2,341	\$ 2,576	\$ 2,576
		WRA	\$ 63	\$ (77)	\$ (77)	
		Estimated Monthly Total	\$ 2,340	\$ 2,264	\$ 2,498	\$ 2,576

*\*\*Numbers above are estimated for budgeting purposes only and are not guaranteed.*

Hydrant Charge

*Reflects the cost to operate and maintain hydrants and related infrastructure to provide fire protection.*

Linear Foot

*Represents the additional costs in construction and operations required to provide flows necessary for fire service. This includes the increased cost to construct and operate larger tanks, mains, wells, treatment facilities, pumps and related facilities in order to provide fire protection.*

WRA

*This adjustment ensures that water utilities do not over-collect or under-collect the revenues that were approved in rates by PURA. The amount is subject to annual review and adjustment, and may be a charge or credit on customers' bills based on actual water revenues collected in the prior year.*

WICA

*The WICA charge covers the costs of eligible PURA approved infrastructure replacement projects. Replacing old and undersized pipes improves service reliability, reduces water lost through leaks and breaks, enhances water quality, and can increase the flow of water to hydrants for public fire protection. The WICA charge cannot be increased by more than 5% in any one year or 10% between rate cases and the projects must be complete and in service for the benefit of customers before PURA will approve the charge.*

## Town of Hebron

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001.1.2011.100.1002.0000	FULL-TIME PAYROLL	\$1,280.00	\$16,640.00	\$42,139.00	\$42,139.00	\$25,499.00	153.24
001.1.2011.200.2002.0000	SPECIAL FORMS & SUPPLIE	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$0.00	0.00
001.1.2011.201.2010.0000	MEETINGS/CONFERENCE	\$1,350.00	\$1,400.00	\$1,400.00	\$1,400.00	\$0.00	0.00
001.1.2011.201.2011.0000	DUES	\$280.00	\$325.00	\$350.00	\$350.00	\$25.00	7.69
001.1.2011.201.2012.0000	SUBSCRIPTIONS	\$1,345.50	\$1,550.00	\$1,500.00	\$1,500.00	(\$50.00)	(3.23)
001.1.2011.202.2034.0000	MISC SERVICE CONTRACTS	\$500.00	\$1,021.00	\$1,021.00	\$1,021.00	\$0.00	0.00
001.1.2011.205.2046.0000	MILEAGE/GASOLINE	\$1,572.45	\$1,700.00	\$1,700.00	\$1,700.00	\$0.00	0.00
001.1.2011.209.2050.0000	FIRE PREVENTION MATERIA	\$872.00	\$900.00	\$900.00	\$900.00	\$0.00	0.00
001.1.2011.209.2053.0000	UNIFORMS	\$507.53	\$1,000.00	\$1,000.00	\$1,000.00	\$0.00	0.00
001.1.2011.210.2061.0000	MINOR EQUIP MAINT	\$0.00	\$600.00	\$600.00	\$600.00	\$0.00	0.00
001.1.2011.212.2070.0000	TELEPHONE	\$341.88	\$500.00	\$400.00	\$400.00	(\$100.00)	(20.00)
Department: FIRE MARSHAL - 2011		\$9,049.36	\$26,636.00	\$52,010.00	\$52,010.00	\$25,374.00	95.26



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Account	Description	FY2122 FINAL	FY2123 ADOPTED	DEPT PROPOSED	PROPOSED BUDGET	VARIANCE AMOUNT	VARIANCE PERCENT
001.1.2012.100.1002.0000	PART-TIME PAYROLL	\$1,063.00	\$1,063.00	\$1,063.00	\$1,063.00	\$0.00	0.00
001.1.2012.200.2005.0000	MISC ADMIN EXPENSES	\$385.00	\$415.00	\$415.00	\$415.00	\$0.00	0.00
Department: BURNING OFFICIAL - 2012		\$1,448.00	\$1,478.00	\$1,478.00	\$1,478.00	\$0.00	0.00

## Town of Hebron

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Account	Description	FY2122 FINAL	FY2123 ADOPTED	DEPT PROPOSED	PROPOSED BUDGET	VARIANCE AMOUNT	VARIANCE PERCENT
001.1.2020.100.1004.0000	EMS RESPONDER PAYROLI	\$16,013.75	\$17,000.00	\$17,000.00	\$17,000.00	\$0.00	0.00
001.1.2020.200.2002.0000	MEDICAL SUPPLIES	\$17,521.83	\$18,000.00	\$19,000.00	\$19,000.00	\$1,000.00	5.56
001.1.2020.202.2034.0000	CONTRACTUAL SERVICES	\$115,869.09	\$158,500.00	\$158,500.00	\$158,500.00	\$0.00	0.00
001.1.2020.206.2051.0000	TRAINING	\$10,450.00	\$11,500.00	\$13,000.00	\$13,000.00	\$1,500.00	13.04
001.1.2020.210.2054.0000	AMBULANCE MAINT	\$10,005.52	\$9,000.00	\$9,000.00	\$9,000.00	\$0.00	0.00
001.1.2020.210.2063.0000	DIESEL FUEL	\$3,765.65	\$2,630.00	\$6,377.00	\$6,377.00	\$3,747.00	142.47
Department: AMBULANCE SERVICES - 2020		\$173,625.84	\$216,630.00	\$222,877.00	\$222,877.00	\$6,247.00	2.88

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To Date: 2/28/2023

Definition: 2 TOWN MGR BUDGET

Account	Description	FY2122 FINAL	FY2123 ADOPTED	DEPT PROPOSED	PROPOSED BUDGET	VARIANCE AMOUNT	VARIANCE PERCENT
001.1.2030.100.1002.0000	PART-TIME PAYROLL	\$12,266.00	\$14,000.00	\$14,420.00	\$14,420.00	\$420.00	3.00
001.1.2030.200.2005.0000	MISC ADMIN EXPENSES	\$0.00	\$600.00	\$600.00	\$600.00	\$0.00	0.00
001.1.2030.210.2058.0000	VEHICLE MAINTENANCE	\$2,159.22	\$2,100.00	\$2,500.00	\$2,500.00	\$400.00	19.05
001.1.2030.212.2070.0000	TELEPHONE	\$1,640.84	\$1,500.00	\$1,800.00	\$1,800.00	\$300.00	20.00
Department: EMERGENCY MANAGEMENT - 2030		\$16,066.06	\$18,200.00	\$19,320.00	\$19,320.00	\$1,120.00	6.15

# Town of Hebron

## Board of Selectmen

Fiscal Year: 2022-2023

Print accounts with zero balance   
  Round to whole dollars   
  Account on new page  
 Exclude inactive accounts with zero balance  
 Definition: 2 TOWN MGR BUDGET

From Date: 2/1/2023

To Date: 2/28/2023

Account	Description	FY2122 FINAL	FY2123 ADOPTED	DEPT PROPOSED	PROPOSED BUDGET	VARIANCE AMOUNT	VARIANCE PERCENT
001.1.2040.100.1002.0000	PART-TIME PAYROLL	\$23,109.35	\$24,022.00	\$34,022.00	\$27,244.00	\$3,222.00	13.41
001.1.2040.200.2002.0000	SPECIAL FORMS/SUPPLIES	\$415.39	\$700.00	\$700.00	\$700.00	\$0.00	0.00
001.1.2040.200.2005.0000	MISC ADMIN EXPENSES	\$9,371.35	\$500.00	\$1,000.00	\$1,000.00	\$500.00	100.00
001.1.2040.202.2034.0000	MISC SERVICE CONTRACTS	\$0.00	\$100.00	\$100.00	\$100.00	\$0.00	0.00
001.1.2040.204.2040.0000	ADVERTISING	\$43.85	\$100.00	\$100.00	\$100.00	\$0.00	0.00
001.1.2040.206.2051.0000	TRAINING	\$0.00	\$75.00	\$75.00	\$75.00	\$0.00	0.00
001.1.2040.210.2062.0000	ACO GASOLINE USAGE	\$0.00	\$0.00	\$3,000.00	\$3,000.00	\$3,000.00	0.00
001.1.2040.212.2070.0000	TELEPHONE	\$341.88	\$470.00	\$470.00	\$470.00	\$0.00	0.00
001.1.2040.212.2073.0000	HEATING FUEL	\$2,657.46	\$2,500.00	\$2,900.00	\$2,900.00	\$400.00	16.00
001.1.2040.214.2088.0000	BUILDING REPAIRS	\$662.10	\$300.00	\$400.00	\$400.00	\$100.00	33.33
001.1.2040.228.2200.0000	DOG REPORT	\$5,500.00	\$5,500.00	\$5,500.00	\$5,500.00	\$0.00	0.00
Department: CANINE CONTROL - 2040		\$42,101.38	\$34,267.00	\$48,267.00	\$41,489.00	\$7,222.00	21.08

## Town of Hebron

### Board of Selectmen

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Account	Description	FY2122 FINAL	FY2123 ADOPTED	DEPT PROPOSED	PROPOSED BUDGET	VARIANCE AMOUNT	VARIANCE PERCENT
001.1.3003.227.2182.0000	AHM YOUTH/FAMILY SERVI	\$207,299.00	\$281,349.00	\$289,790.00	\$296,552.00	\$15,203.00	5.40
Department:	COMMUNITY AGENCY DONATIONS - 3003	\$207,299.00	\$281,349.00	\$289,790.00	\$296,552.00	\$15,203.00	5.40

# Municipal YSB Formula

	Andover	Hebron	Marlborough	Totals	RHAM High 823	RHAM Middle 379
Pre-K-12 Enrollment as of OCT 2022	419	1320	921	2,660	TG called schools on 12/16	
	<b>15.75%</b>	<b>49.62%</b>	<b>34.62%</b>	<b>100%</b>		
2021 CERC Town Profile	3,203	9,512	6,368	19,083		
	<b>16.78%</b>	<b>49.85%</b>	<b>33.37%</b>	<b>100%</b>		
Combined Avg.	16.27%	49.73%	34.00%	100.00%		
<b>FY 23/24</b>	<b>97,002</b>	<b>296,552</b>	<b>202,713</b>	<b>596,268</b>		
<b>FY 22/23</b>	<b>93,406</b>	<b>285,558</b>	<b>195,198</b>	<b>574,163</b>		<b>3.85%</b>
<b>FY 21/22</b>	<b>89,104</b>	<b>272,571</b>	<b>191,202</b>	<b>552,877</b>		
Change:						
<b>FY 23/24 Increase</b>	<b>3,596</b>	<b>10,994</b>	<b>7,515</b>	<b>22,105</b>		
<b>FY 22/23 Increase</b>	<b>4,302</b>	<b>12,987</b>	<b>3,996</b>	<b>21,286</b>		

**AHM YOUTH & FAMILY SERVICES  
FY 2023-2024  
PROPOSED BUDGET**

ACCOUNT	INCOME
4000 · Federated Campaigns	2,500
4100 · Fundraising Events	-
4120 · Fall - Auction & Concert	10,000
4130 · Winter - Holiday Auction	9,000
4140 · Spring - Annual Appeal	53,000
4150 · Summer - Golf Tourn.	26,500
4160 · Fundraising Events	12,900
4400 · Government Grants	-
4440 · Local	2,000
4450 · State	180,462
4460 · Federal	125,000
4500 · Coporate/Foundations/Individual	-
4510 · Corporate	3,000
4520 · Donor Advised Funds	-
4525 · Faith Based	7,450
4530 · Foundations/Trust	7,000
4540 · Individual	14,650
4550 · Legacy/Bequest	-
4560 · Non-profit	15,950
4570 · Small Business	1,000
4700 · Program Service Revenue	-
4710 · Program Revenue	407,740
4720 · Local Service Contracts	910,179 *
4730 · State Service Contracts	-
4740 · Federal Service Contracts	-
4800 · Investment Income	-
4810 · Interest/Dividends	41,088
<b>TOTAL INCOME</b>	<b>1,829,419</b>

\* Line 4720 Details

<b>4720 · Local Service Contracts</b>	-
<i>Town Levies - general operations</i>	
<b>Andover</b>	97,002
<b>Hebron</b>	296,552
<b>Marlborough</b>	202,713
<i>Sub-Total Oversight Responsibility</i>	<b>596,268</b>
<b>Town Personal Service Agreements</b>	-
Andover	-
Hebron Elementary	33,863
Hebron Glied	49,299
Marlborough	45,228
Columbia	71,520
<i>Sub-Total PSAs</i>	<b>199,911</b>
Pass-through grants (Hebron)	<b>114,000</b>
<b>Grand Total</b>	<b>910,179</b>

ACCOUNT	EXPENSE
5100 · Personnel	-
5110 · Salaries/Wages	1,214,644
5111 · COLA/Increases	60,732
5120 · FICA - Medicare/Soc. Sec.	92,920
5130 · CT - Unemployment	8,500
5200 · Fringe Benefits	-
5210 · Health Insurance	94,000
5215 · HSA Contributions	11,245
5220 · Dental Insurance	-
5230 · STD/LTD Disability Ins.	6,500
5240 · Workers' Comp Ins.	5,500
5250 · 401K - Match	34,000
5260 · 401K - Discretionary	25,000
6000 · Professional/Contractual	-
6010 · Investment Mgt.	15,000
6020 · Accounting	15,000
6030 · Legal	2,000
6040 · Contractor Services	67,939
6100 · Advertising/Promotion	2,350
6200 · Office Expense	-
6210 · Program Supplies	45,000
6220 · Office Supplies	5,000
6230 · Telephone	2,533
6240 · Postage/Shipping	1,400
6250 · Equipment Rental	2,500
6255 · Printing	2,145
6260 · Bank Fees	1,532
6270 · Credit Card Processing	3,000
6275 · Awards/Recognition	3,000
6280 · Recruiting/Pre-Employment	2,000
6300 · Technology	-
6310 · Tech. Gen	21,643
6320 · Hardware	1,500
6330 · Tech Support	9,000
6400 · Occupancy	-
6410 · Utilities	13,015
6420 · Maintenance & Repairs	14,000
6430 · Property Insurance	4,700
6500 · Travel	-
6510 · Airfare	2,500
6520 · Lodging	5,500
6530 · Mileage	500
6540 · Per Diem	1,000
6550 · Ground Transportation	1,500
6600 · Professional Development	9,000
6900 · Insurance	-
6910 · Liability Ins.	12,058
6920 · D&O Ins.	2,886
6930 · Prof. Liability Ins.	2,637
6940 · Auto Ins.	300
6980 · Membership/Dues	4,240
<b>Total Expenses</b>	<b>1,829,419</b>

Net Income 0.00



## Town of Hebron

### Board of Selectmen

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Definition: 2 TOWN MGR BUDGET

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001.1.3004.228.2204.0000	REG. HEALTH DISTRICT AS	\$124,936.48	\$120,420.00	\$130,188.00	\$127,469.00	\$7,049.00	5.85
001.1.3004.228.2208.0000	MENTAL HEALTH BOARD	\$678.00	\$1,678.00	\$1,678.00	\$1,678.00	\$0.00	0.00
Department: HEALTH DISTRICT - 3004		\$125,614.48	\$122,098.00	\$131,866.00	\$129,147.00	\$7,049.00	5.77

Proposed FY2023 Revenue

	Code	Sub-category	2021 Population	Per Capita FY2023	Proposed Per Capita	Proposed FY2024	Change In Dollars	Change Percentage	Notes
<b>Income</b>									
State Per Capita	3300			\$ 1.85	\$ 161,098.60	\$ 2.60	\$ 161,098.60	\$ -	0.00%
Grants	3403	PHEP		\$ 40,515.00	\$ 39,615.12	\$ (899.88)	\$ -	-2.22%	Sustainable
		Block Grant		\$ 15,727.00	\$ 16,517.00	\$ 790.00	\$ 790.00	5.02%	Sustainable
		NAACHO Mentorship		\$ 23,785.00	\$ 4,175.43	\$ (19,609.58)	\$ (19,609.58)	-82.45%	Unknown
		FDA Base		\$ 1,200.00	\$ 23,548.23	\$ 22,348.23	\$ 22,348.23	1862.35%	Unsustainable
		FDA Capacity		\$ -	\$ 6,192.20	\$ 6,192.20	\$ 6,192.20	-	Unknown
		ELC		\$ 106,001.00	\$ 21,229.50	\$ (84,771.50)	\$ (84,771.50)	-79.97%	Unsustainable
		HIDTA-LLHD		\$ 3,848.00	\$ 3,848.00	\$ -	\$ -	0.00%	Unsustainable
		Total Grants		\$ 191,076.00	\$ 115,125.47	\$ (75,950.53)	\$ (75,950.53)	-39.75%	
Town Per Capita				\$ 13.40	\$ 14.06	\$ 0.66	\$ 0.66	4.93%	
	3501	Colchester	15,501	\$ 208,343.20	\$ 217,944.06	\$ 9,600.86	\$ 9,600.86	4.61%	
	3502	East Haddam	8,965	\$ 118,884.80	\$ 126,047.90	\$ 7,163.10	\$ 7,163.10	6.03%	
	3503	East Hampton	12,874	\$ 170,300.60	\$ 181,008.44	\$ 10,707.84	\$ 10,707.84	6.29%	
	3504	Hebron	9,066	\$ 121,966.80	\$ 127,167.95	\$ 5,201.16	\$ 5,201.16	4.27%	
	3505	Marlborough	6,093	\$ 82,101.80	\$ 85,667.58	\$ 3,565.78	\$ 3,565.78	4.34%	
	3506	Portland	9,462	\$ 125,571.40	\$ 193,035.72	\$ 7,464.32	\$ 7,464.32	5.94%	
		Total Town Per Capita	61,961	\$ 827,168.60	\$ 871,171.66	\$ 44,003.06	\$ 44,003.06	5.32%	
Comm. Health Fee	3601	Flu Vaccine Income		\$ 3,000.00	\$ 3,000.00	\$ -	\$ -	0.00%	Sustainable
		COVID-19 Vaccine Income		\$ 25,000.00	\$ 15,000.00	\$ (10,000.00)	\$ (10,000.00)	-	Unknown
		Total Comm. Health Fee		\$ 33,000.00	\$ 28,000.00	\$ (5,000.00)	\$ (5,000.00)	-	
Env. Health Fee		Various 36 Fees (Env.)		\$ 210,000.00	\$ 225,000.00	\$ 15,000.00	\$ 15,000.00	7.14%	Sustainable (requires fee increases before July 1)
Reserves		COVID-19/PH Emer. Response		\$ 20,000.00	\$ -	\$ (20,000.00)	\$ (20,000.00)	-	Unsustainable
Revenue from Sustainable Grants, Fees, and Reserves				\$ 274,242.00	\$ 289,132.12	\$ 14,890.12	\$ 14,890.12	5.43%	
Revenue from Unsustainable/Unknown Grants, Fees, and Reserves				\$ 179,834.00	\$ 73,993.35	\$ (105,840.65)	\$ (105,840.65)	-59.0%	
Total Revenue				\$ 1,397,343.20	\$ 1,395,395.73	\$ (1,947.47)	\$ (1,947.47)	-0.14%	
Revenue from Sustainable Grants, Fees, and Reserves + State and Municipal Per-Capita					\$1,321,402.38				



178 Oakwood Drive  
Glastonbury, CT 06033  
(860) 667-6388/(860) 267-5439 [info@amplifyct.org](mailto:info@amplifyct.org)

January 6, 2023

Andrew Tierney  
Town Manager  
15 Gilead Street  
Hebron CT 06248

Dear Andrew Tierney,

On behalf of Amplify, Inc. I want to personally thank the town of Hebron for their contribution for FY 2022-2023. We are grateful for the consistent level of municipal funding that contributes to local prevention and recovery-focused initiatives. Since 1992, the per capita contribution of towns to our organization has remained constant at \$.07. The FY 2024 contribution for Hebron is \$636 based upon 2020 census figures. Town funds combined with funds from the Connecticut Department of Mental Health and Addiction Services (DMHAS) enables us to perform our statutory functions.

As you know, Amplify's scope of services include community needs assessment, outreach and education, priority planning, and capacity-building to advance healthy communities. Town representatives identify local needs and assets that lead to decisions to enhance or reallocate local funding, as well as to promote improved or best practices. At the request of DMHAS, Amplify submits a regional Priority Needs Report that outlines data trends, needs and gaps. **The work of Amplify is critical for articulating local needs that inform where funds should be allocated.** In addition, Amplify provides technical assistance and support for your Catchment Area and Local Prevention Council (including administration of state-funded grants), Narcan administration and suicide prevention gatekeeper trainings, and local postvention response to towns after a suicide loss.

Amplify's leadership and success is evidenced by **(1) stimulating higher quality behavioral health services; (2) promoting wellness; (3) offering transportation navigation options to older adults, veterans, and people with disabilities; (4) increasing involvement and collaboration among consumers, family members, schools, law enforcement, community leaders, advocates, and representatives of the faith community; (5) influencing policy and resource allocation; and (6) educating and collaborating with our communities to resolve local and statewide issues.** To learn more, please access our Annual Report at [www.amplifyct.org](http://www.amplifyct.org).

We ask for your support for **the successful, cost-effective results our organization has produced for over forty years.** Your contribution funds a small staff that supports **over a hundred volunteers.** We invite you to attend our Catchment Area or Local Prevention Council meetings and our regional coalitions that focus on Suicide Prevention and Problem Gambling.

Please reach out to me at any time with ideas, requests, or concerns.

In partnership,

A handwritten signature in blue ink, appearing to read "Allyson Nadeau".

Allyson Nadeau, MPA  
Executive Director

Enclosure

cc: Donna Lanza, Director of Administrative Services

# Town of Hebron

## Board of Selectmen

Fiscal Year: 2022-2023

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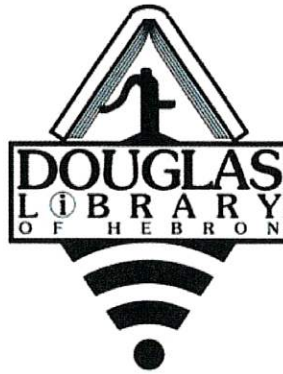
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001.1.3007.100.1002.0000	PART-TIME PAYROLL	\$124,300.08	\$129,772.00	\$145,727.00	\$135,752.00	\$6,980.00	4.61
001.1.3007.200.2002.0000	SPECIALIZED FORMS/SUPP	\$7,615.15	\$7,998.00	\$8,718.00	\$8,718.00	\$720.00	9.00
001.1.3007.200.2005.0000	MISC ADMIN EXPENSES	\$500.00	\$500.00	\$500.00	\$500.00	\$0.00	0.00
001.1.3007.200.2037.0000	LIBRARY MATERIALS	\$45,186.72	\$48,075.00	\$52,402.00	\$50,000.00	\$1,925.00	4.00
001.1.3007.200.2038.0000	LIBRARY PROGRAMMING	\$1,548.41	\$1,576.00	\$1,576.00	\$1,576.00	\$0.00	0.00
001.1.3007.201.2010.0000	MEETINGS/CONFERENCES	\$509.13	\$610.00	\$610.00	\$610.00	\$0.00	0.00
001.1.3007.201.2011.0000	DUES	\$1,241.00	\$2,051.00	\$2,055.00	\$2,055.00	\$4.00	0.20
001.1.3007.205.2046.0000	MILEAGE	\$189.76	\$526.00	\$526.00	\$526.00	\$0.00	0.00
001.1.3007.206.2051.0000	TRAINING	\$151.49	\$300.00	\$300.00	\$300.00	\$0.00	0.00
001.1.3007.210.2057.0000	COMPUTER TECHNOLOGY	\$4,071.25	\$5,256.00	\$5,306.00	\$5,306.00	\$50.00	0.95
001.1.3007.210.2105.0000	OFFICE EQUIP MAINTENAN	\$4,912.47	\$4,400.00	\$4,400.00	\$4,400.00	\$0.00	0.00
001.1.3007.212.2070.0000	TELEPHONE	\$4,016.84	\$3,600.00	\$3,600.00	\$3,600.00	\$0.00	0.00
001.1.3007.212.2071.0000	ELECTRICITY	\$21,115.61	\$23,886.00	\$24,914.00	\$23,334.00	(\$552.00)	(2.31)
001.1.3007.212.2073.0000	HEATING FUEL	\$11,077.77	\$9,789.00	\$12,607.00	\$12,186.00	\$2,397.00	24.49
001.1.3007.214.2088.0000	BUILDING MAINT	\$51,010.42	\$62,925.00	\$65,925.00	\$65,925.00	\$3,000.00	4.77
Department: LIBRARY - 3007		\$277,446.10	\$301,264.00	\$329,166.00	\$314,788.00	\$13,524.00	4.49



DEPT 3007

4/10/2023

January 20, 2023

Dear Mr. Tierney, Mrs. Griffin, and members of the Board of Finance:

Enclosed please find two versions of the proposed departmental budget for the Douglas Library: a continuation budget and a budget that includes two initiatives that will cost an additional \$11,703 in FY23/24. Here is a description of the newly requested items:

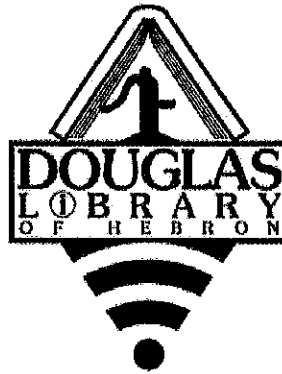
- Move toward standardizing the library's hours of operation by opening the facility for two more hours each week. *This initiative is budgeted at \$8,378.*
- Restore four hours of part-time staffing at the circulation desk during periods when the building is understaffed. *This initiative is budgeted at \$3,325.*

In 2022, the Library Board of Trustees updated its strategic plan. As a part of that process, it distributed a public survey and held a forum to gather information about the public's impressions of and desires for their library. One of the most common pieces of feedback from patrons was to standardize weekday hours and expand Saturday hours at the library. Library users have a hard time keeping track of which days the building opens at noon and which days it opens at 10AM. The addition of two more hours would allow the library to remain open until 5PM on Saturdays, the day of the week where the library has the highest number of visitors per hour. Based on gate counts from Saturdays in 2021, the library can expect to increase foot traffic by around 56 visitors each week, or 2,890 annually during the requested additional two hours of operation.

Ultimately, the Board would like to fulfill the public's desire that the library to be open from 10AM-8PM on weekdays and from 10AM-5PM on Saturdays. It plans to add a few hours at a time over the course of several budget cycles to reach that goal.

The second initiative reinstates four hours of part-time staff coverage at the circulation desk. In 2019, the library voluntarily reduced part-time staff hours from 181 to 161 each week. This was done to increase the staff's hourly rates from \$10-12 to \$13.75-\$15 without a negative impact on the budget. The reduction of hours has been a strain on full-time staff, who are now more responsible for watching the desk as well as their normal duties. Additionally, the minimum wage has caught up to the 2019 salary increases, so any

**Douglas Library of Hebron**  
22 Main Street, Hebron, CT  
(860) 228-9312 / [www.douglaslibrary.org](http://www.douglaslibrary.org)



benefit the library might have experienced from elevated pay rates – such as increased staff morale and better retention – has disappeared. Right now, the main circulation desk is staffed by a single part-time employee from 10AM until noon on Tuesday and Thursday mornings. Four additional hours would ease some of the strain on staff by adding a second during those shifts.

I would like to thank you for allowing me the opportunity to put these requests for additional funds in context. The Douglas Library Board of Trustees understands that this is a difficult budget year, but it believes that these expenditures align with what the community wants and that the improvement of the quality of library services will be worth the investment for the citizens of Hebron.

Sincerely,

Patricia Ayars, Chairperson  
Douglas Library Board of Trustees

**Douglas Library of Hebron**  
22 Main Street, Hebron, CT  
(860) 228-9312 / [www.douglaslibrary.org](http://www.douglaslibrary.org)

**Initiative 2: Add four additional staff hours per week**

<b>Staff (with 4% increase)</b>				
<b>Staff Cost</b>	<b>Hours</b>	<b>Average Hourly Rate</b>	<b>Weekly Cost</b>	<b>Annual Cost</b>
LTA1	2	\$ 15.13	\$ 30.26	\$ 1,573.52
LTA2	2	\$ 16.84	\$ 33.68	\$ 1,751.36
<b>TOTAL</b>	<b>4</b>		<b>\$ 63.94</b>	<b>\$ 3,324.88</b>



## Town of Hebron

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001.1.3013.100.1002.0000	PART-TIME PAYROLL	\$42,383.32	\$75,964.00	\$84,614.00	\$82,000.00	\$6,036.00	7.95
001.1.3013.210.2059.0000	VEHICLE MAINTENANCE	\$1,832.56	\$2,000.00	\$2,000.00	\$2,000.00	\$0.00	0.00
001.1.3013.210.2062.0000	GASOLINE	\$3,275.57	\$4,100.00	\$3,916.00	\$3,916.00	(\$184.00)	(4.49)
001.1.3013.212.2070.0000	TELEPHONE	\$709.20	\$1,300.00	\$720.00	\$720.00	(\$580.00)	(44.62)
001.1.3013.228.2214.0000	MISC FEES	\$0.00	\$355.00	\$355.00	\$355.00	\$0.00	0.00
001.1.3013.410.4006.0000	VAN INSURANCE	\$1,560.00	\$1,630.00	\$1,620.00	\$1,620.00	(\$10.00)	(0.61)
Department: VAN - DISABLED - 3013		\$49,760.65	\$85,349.00	\$93,225.00	\$90,611.00	\$5,262.00	6.17

## Town of Hebron

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To Date: 2/28/2023

Definition: 2 TOWN MGR BUDGET

Account	Description	FY2122 FINAL	FY2123 ADOPTED	DEPT PROPOSED	PROPOSED BUDGET	VARIANCE AMOUNT	VARIANCE PERCENT
001.1.3020.100.1002.0000	PART-TIME PAYROLL	\$3,362.00	\$10,400.00	\$28,080.00	\$26,000.00	\$15,600.00	150.00
001.1.3020.200.2001.0000	OFFICE SUPPLIES	\$1,105.15	\$1,525.00	\$1,525.00	\$1,525.00	\$0.00	0.00
001.1.3020.200.2006.0000	PROGRAM DEVELOPMENT	\$2,219.85	\$2,500.00	\$2,500.00	\$2,500.00	\$0.00	0.00
001.1.3020.201.2010.0000	MEETINGS/CONFERENCES	\$0.00	\$250.00	\$250.00	\$250.00	\$0.00	0.00
001.1.3020.201.2011.0000	DUES	\$265.00	\$365.00	\$365.00	\$365.00	\$0.00	0.00
001.1.3020.202.2034.0000	CONTRACTUAL SERVICES	\$4,554.61	\$5,332.00	\$4,888.00	\$4,888.00	(\$444.00)	(8.33)
001.1.3020.205.2046.0000	MILEAGE	\$0.00	\$1,750.00	\$1,750.00	\$1,750.00	\$0.00	0.00
001.1.3020.210.2061.0000	MINOR EQUIP MAINT	\$319.20	\$479.00	\$313.00	\$313.00	(\$166.00)	(34.66)
001.1.3020.211.2065.0000	OFFICE EQUIP & FURNITUR	\$196.48	\$200.00	\$200.00	\$200.00	\$0.00	0.00
001.1.3020.212.2070.0000	TELEPHONE	\$2,637.48	\$2,671.00	\$2,630.00	\$2,630.00	(\$41.00)	(1.54)
001.1.3020.212.2071.0000	ELECTRICITY	\$3,697.21	\$4,086.00	\$3,917.00	\$3,917.00	(\$169.00)	(4.14)
001.1.3020.212.2073.0000	PROPANE	\$3,424.49	\$3,500.00	\$3,976.00	\$3,976.00	\$476.00	13.60
Department: SENIOR CENTER - 3020		\$21,781.47	\$33,058.00	\$50,394.00	\$48,314.00	\$15,256.00	46.15



## Russell Mercier Senior Center

Sharon M. Garrard, Senior Services Director/Municipal Agent for the Elderly Phone: (860) 228-1700 x 203  
 12 Stonecroft Drive Fax: (860) 228-4213  
 Hebron, CT 06248-1439 E-Mail: [sgarrard@hebronct.com](mailto:sgarrard@hebronct.com)

January 18, 2023

Dear Andy,

Please find staff proposals that we have previously discussed which I am submitting to you for your consideration for implementation in the 2023-2024 budget

1. We have been very fortunate to have been hosting a Senior Community Service Employment Program (SCSEP) worker, Linda Zaccaro, who had worked with us 20 hours per week prior to COVID and again has been working with us since May 9, 2022 performing reception/clerical duties, assisting with our congregate lunch program, helping with room set up/break down, etc. etc. As you know, SCSEP workers are 100% Federally funded, therefore there has been no cost to the Town during Linda's tenure. She has been an extremely vital member of the Senior Center's team, demonstration aptitude for the position along with exceptional people skills, tact, discretion, and adherence to client confidentiality protocols. Unfortunately Linda's term with SCSEP will be ending this coming May

At the end of June 2022, the State Unit on Aging, Aging & Disability Services Department, announced that there will be \$10 million in ARPA funds specifically for distribution to Senior Centers statewide. The State has been working on developing an allocation chart specifying the amount that a municipality's Senior Centers will be eligible for. This information is expected to be released soon. Monies must be spent with a direct "tie in to COVID-19".

I am proposing that these ARPA monies that will be designated for the Senior Center, be used to bring Linda on as a part-time 20 hour per week Town Employee at a rate of \$15 to \$17 per hour (\$15,600 to \$17,680 annually). With Linda at the front desk, she ensures visitor management, not only by monitoring attendees health status, but also by ensuring that individuals check into our MySeniorCenter Data Management System, allowing for effective contact tracing. Linda serves as the Senior Center's welcoming ambassador, assisting callers and in-person individuals with information, direction to appropriate Senior Center staff, registration for various programs and services, and attendance compliance

Should the Town agree to employ Linda effective 7/1/23, she has agreed to continue working with the Senior Center for the month of June as a volunteer filling the gap when her time with the SCSEP ends in May

2. As you know, last year the CT Association of Senior Center Personnel (CASCP) had conducted a survey comparing salaries of Administrative Assistants and Program Coordinators.

At that time, the salary range for Administrative Assistants was between \$16.25 and \$27.08 per hour.

Also at that time, the salary range for Program Coordinators was between \$18 and \$31.95 per hour.

Mandy Rocznik functions not only as the Senior Center's Program Coordinator, but also as the Administrative Assistant.

Mandy has been with the Senior Center since 10/26/2015 (7 2/3 years by 7/1/23). Last year her hourly wage was increased by 3% versus the standard 2/5% bringing her current hourly wage to \$24.41. I am proposing that instead of the July 1, 2023 2.5% increase, that Mandy's hourly rate be increased by 6.5%, bringing her to \$26 per hour. Please note that this is still below the upper range for both Senior Center Administrative Assistants and Program Coordinators

3. As you know, last year CCM had conducted a Salary Survey that was available to Municipal Leaders. At my request, your office shared with me the Senior Center Director salaries at that time for Bolton, Coventry, East Hampton, Granby, and Tolland. The Director scope of duties in Bolton and Granby most closely mirror those of my position.

As of last year, the Bolton Senior Center Director's annual salary was \$75,874 and the Granby Senior Center Director's had a range of between \$75,038 and \$91,295.

I have been with the Senior Center since 3/21/2005 (18 1/3 years by 7/1/23). At present, my annual salary is \$69,919 (\$37.35 per hour).

I am requesting that instead of the July 1, 2023 2.5% increase, that my hourly rate be increased by 6.67%, bringing me to \$40 per hour (\$74,880 annually which is still below last year's salaries for Bolton and Granby's starting rate)

Thank you for your consideration of these proposals

Sincerely,

Sharon M Garrard

## Town of Hebron

### Board of Selectmen

Fiscal Year: 2022-2023

Print accounts with zero balance   
  Round to whole dollars   
  Account on new page

Exclude inactive accounts with zero balance

From Date: 2/1/2023

To Date: 2/28/2023

Definition: 2 TOWN MGR BUDGET

Account	Description	FY2122 FINAL	FY2123 ADOPTED	DEPT PROPOSED	PROPOSED BUDGET	VARIANCE AMOUNT	VARIANCE PERCENT
001.1.3030.200.2002.0000	OFFICE EXP-GLASTONBUR	\$2,480.00	\$2,700.00	\$2,700.00	\$2,700.00	\$0.00	0.00
Department: PROBATE COURT - 3030		\$2,480.00	\$2,700.00	\$2,700.00	\$2,700.00	\$0.00	0.00

## Town of Hebron

### Board of Selectmen

Fiscal Year: 2022-2023

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From Date: 2/1/2023

To Date: 2/28/2023

Definition: 2 TOWN MGR BUDGET

Account	Description	FY2122 FINAL	FY2123 ADOPTED	DEPT PROPOSED	PROPOSED BUDGET	VARIANCE AMOUNT	VARIANCE PERCENT
001.1.3102.100.1002.0000	PART-TIME PAYROLL	\$51,406.02	\$78,160.00	\$79,724.00	\$79,724.00	\$1,564.00	2.00
001.1.3102.200.2002.0000	SPECIAL FORMS/SUPPLIES	\$0.00	\$550.00	\$550.00	\$550.00	\$0.00	0.00
001.1.3102.201.2011.0000	DUES/CONFERENCES	\$1,554.90	\$1,400.00	\$1,500.00	\$1,500.00	\$100.00	7.14
001.1.3102.202.2033.0000	CONTRACTED & TOWN SEF	\$8,254.83	\$8,975.00	\$9,425.00	\$9,425.00	\$450.00	5.01
001.1.3102.209.2053.0000	P&R UNIFORM ALLOWANCE	\$2,175.39	\$3,300.00	\$3,300.00	\$3,300.00	\$0.00	0.00
001.1.3102.210.2062.0000	GASOLINE	\$11,088.23	\$10,730.00	\$8,900.00	\$8,900.00	(\$1,830.00)	(17.05)
001.1.3102.212.2070.0000	TELEPHONE	\$3,600.62	\$4,116.00	\$4,116.00	\$4,116.00	\$0.00	0.00
001.1.3102.212.2071.0000	P&R ELECTRICITY	\$6,093.36	\$8,515.00	\$9,158.00	\$9,158.00	\$643.00	7.55
001.1.3102.212.2073.0000	HEATING FUEL	\$6,431.14	\$7,010.00	\$7,356.00	\$7,356.00	\$346.00	4.94
001.1.3102.215.2088.0000	GROUNDS MAINTENANCE	\$19,659.07	\$21,750.00	\$23,925.00	\$23,925.00	\$2,175.00	10.00
001.1.3102.300.3900.0000	CAPITAL OUTLAY	\$6,882.48	\$20,000.00	\$17,500.00	\$11,000.00	(\$9,000.00)	(45.00)
Department: RECREATION PROGRAMS - 3102		\$117,146.04	\$164,506.00	\$165,454.00	\$158,954.00	(\$5,552.00)	(3.37)

**TOWN OF HEBRON  
PROPOSED BUDGET 2023-2024**

DATE PREPARED 11/14/22  
PREPARED BY: Craig Bryant

**CAPITAL OUTLAY REQUEST DETAIL**

DEPARTMENT Parks & Rec  
DEPT. NO. 32

**Playground Resurfacing**

Was this item a denied request in any prior year? <u>N/A</u>	Department Priority Priority # <u>3 of 3</u>	Classification: Additional Equipment Replacement <span style="float: right;">X</span>
Equipment or Other Object of Outlay Expenditure (Quantity & Description)    A. Estimated Life: <u>Unknown</u> Playground mulch    B. Possible Vendor: <u>Snow Landscaping</u>		
Justification for Equipment or Outlay:    Replenish playground surfaces with certified wood mulch Includes playgrounds located at Veterans Park, Gilead Hill School, and Hebron Elementary Annual request		
Is the need for this equipment contingent upon an increase in personnel or are there related costs reflected elsewhere in the budget? <span style="float: right;"><u>No</u></span>  If yes, please explain:		
List equipment to be displaced by above purchase:	Years/Time	Trade
A. Year    B. Make & Model    C. Equipment #	In Use	Value
Present Year Repair Costs		
Cost Computation		
Total		
A. Purchase Price    \$    4,000 B. Labor C. Material Gross Cost D. Less Trade-In Net Cost    \$    4,000		



**TOWN OF HEBRON  
PROPOSED BUDGET 2023-2024**

DATE PREPARED 11/14/22  
PREPARED BY: Craig Bryant

**CAPITAL OUTLAY REQUEST DETAIL**

DEPARTMENT Parks & Rec  
DEPT. NO. 32

**Landscaping**

Was this item a denied request in any prior year? <u>N/A</u>	Department Priority Priority # <u>1 of 3</u>	Classification: Additional Equipment Replacement			
Equipment or Other Object of Outlay Expenditure (Quantity & Description)      A. Estimated Life: <u>Annual</u> Mulch, tree replacement, flowers, etc.      B. Possible Vendor: <u>Pride's Corner/Mike's Landscaping</u>					
Justification for Equipment or Outlay:      Landscaping needs for town properties, including annuals, trees, mulch, etc. Improvement and expansion of sustainable gardens Annual request					
Is the need for this equipment contingent upon an increase in personnel or are there related costs reflected elsewhere in the budget? <u>No</u>  If yes, please explain:					
List equipment to be displaced by above purchase:	Years/Time	Trade			
A. Year    B. Make & Model    C. Equipment #	In Use	Value	Present Year Repair Costs	Cost Computation	Total
			A. Purchase Price      \$      7,000 B. Labor C. Material Gross Cost D. Less Trade-In Net Cost      \$      7,000		

PARKS AND RECREATION PROGRAM BUDGET  
2023-2024  
Fund 4

ACCOUNT #	OBJECT OF EXPENDITURE	BUDGET EXPENDITURES
3103-100-1002-0000	Part-time Payroll	\$177,886.00
3103-100-1114-0000	Full-time Payroll	\$47,275.00
	<b>Total</b>	<b>\$225,161.00</b>
3103-200-2002-0000	Contractual Services	\$74,138.00
3103-200-2003-0000	Special Events	\$8,600.00
3103-200-2004-0000	Trips and Tickets	\$8,000.00
3103-200-2005-0000	Misc. Administrative Expenses	\$25,000.00
3103-200-2067-0000	Materials and Equipment	\$43,676.00
	<b>Total</b>	<b>\$159,414.00</b>
3103-212-2070-0000	Telephone	\$1,200.00
3103-227-2070-0000	Youth Sports Programs	\$17,500.00
3103-300-3013-0000	Park Development/Electrical	\$5,335.00
3103-411-4007-0000	Fica Benefits	\$22,000.00
3103-411-4008-0000	Medical Benefits	\$0.00
3103-415-4915-0000	Deferred Comp	\$0.00
3103-415-4915-0000	Transfer to General Fund	\$0.00
3103-300-3900-0000	Capital Outlay	\$0.00
3103-200-2010-0000	Credit Card	\$9,000.00
3103-227-3900-2000	Youth Capital	\$0.00
3103-411-4011-0000	Unemployment	\$0.00
3103-209-2053-0000	Clothing	\$2,000.00
3103-200-2077-1100	RHAM	\$1,000.00
3103-300-3014-1100	Andover	\$9,000.00
	<b>Total</b>	<b>\$67,035.00</b>

2023-2024

**\$451,610.00**

PARKS AND RECREATION PROGRAM BUDGET

2023-2024

Fund 4 Revenue

Code	Description	Revenue
004.2.0003.303.0011.0000	Adult Programs	\$ 12,985.00
004.2.0003.303.0012.0000	Youth Programs	\$ 13,100.00
004.2.0003.303.0013.0000	Vacation Days	\$ 10,650.00
004.2.0003.303.0014.0000	Summer Adventure	\$ 108,000.00
004.2.0003.303.0015.0000	Specialty Camps	\$ 22,600.00
004.2.0003.303.0016.0000	PR Enrichment Program	\$ 187,850.00
004.2.0003.003.0020.0000	Special Events	\$ 12,025.00
004.2.0003.303.0021.0000	Youth League Reimbursement	\$ 17,500.00
004.2.0003.303.0023.0000	Trips and Tickets	\$ 8,500.00
004.2.0003.303.0025.0000	Youth Basketball	\$ 42,400.00
004.2.0003.303.0030.0000	Program Development	\$ -
004.2.0003.303.0031.1100	RHAM Field Expense Reimbursement	\$ 3,000.00
004.2.0003.303.0032.1100	Andover Expense Reimbursement	\$ 13,000.00
004.2.0003.490.0901.2000	Youth Fields Contribution	\$ -
<b>TOTAL</b>		<b>\$ 451,610.00</b>

## Town of Hebron

### Board of Selectmen

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Exclude inactive accounts with zero balance

From Date: 2/1/2023

To Date: 2/28/2023

Definition: 2 TOWN MGR BUDGET

Account	Description	FY2122 FINAL	FY2123 ADOPTED	DEPT PROPOSED	PROPOSED BUDGET	VARIANCE AMOUNT	VARIANCE PERCENT
001.1.3110.227.2183.0000	MEMORIAL DAY	\$0.00	\$1,000.00	\$1,000.00	\$1,000.00	\$0.00	0.00
Department: MEMORIAL DAY - 3110		\$0.00	\$1,000.00	\$1,000.00	\$1,000.00	\$0.00	0.00

## Town of Hebron

### Board of Selectmen

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Definition: 2 TOWN MGR BUDGET

Account	Description	FY2122 FINAL	FY2123 ADOPTED	DEPT PROPOSED	PROPOSED BUDGET	VARIANCE AMOUNT	VARIANCE PERCENT
001.1.4001.100.1002.0000	PART-TIME PAYROLL	\$44,268.12	\$73,076.00	\$75,466.00	\$75,466.00	\$2,390.00	3.27
001.1.4001.200.2002.0000	SPECIAL FORMS/SUPPLIES	\$4,923.93	\$5,525.00	\$5,525.00	\$5,525.00	\$0.00	0.00
001.1.4001.200.2005.0000	MISC ADMIN EXPENSES	\$2,499.83	\$2,500.00	\$2,500.00	\$2,500.00	\$0.00	0.00
001.1.4001.200.2050.0000	POINT SOFTWARE EXP	\$16,400.00	\$15,500.00	\$16,400.00	\$16,400.00	\$900.00	5.81
001.1.4001.201.2011.0000	DUES	\$1,104.00	\$1,200.00	\$1,200.00	\$1,200.00	\$0.00	0.00
001.1.4001.201.2012.0000	SUBSCRIPTIONS	\$1,636.00	\$2,200.00	\$2,200.00	\$2,200.00	\$0.00	0.00
001.1.4001.202.2013.0000	TOWN ENGINEER	\$42,114.19	\$50,000.00	\$50,000.00	\$50,000.00	\$0.00	0.00
001.1.4001.202.2024.0000	PRINTING SERVICES	\$64.62	\$1,900.00	\$1,500.00	\$1,500.00	(\$400.00)	(21.05)
001.1.4001.204.2041.0000	LEGAL ADS	\$3,165.00	\$4,750.00	\$4,550.00	\$4,550.00	(\$200.00)	(4.21)
001.1.4001.205.2046.0000	MILEAAGE	\$0.00	\$750.00	\$700.00	\$700.00	(\$50.00)	(6.67)
001.1.4001.206.2051.0000	TRAINING	\$1,950.00	\$4,500.00	\$4,500.00	\$4,500.00	\$0.00	0.00
001.1.4001.227.2186.0000	OIL/WATER CONSERVATIOI	\$1,817.00	\$1,817.00	\$1,817.00	\$1,817.00	\$0.00	0.00
001.1.4001.228.2187.0000	NATURE CONSERVANCY CI	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$0.00	0.00
001.1.4001.228.2208.0000	STATE CONSERVATION FUI	\$2,530.35	\$2,000.00	\$2,000.00	\$2,000.00	\$0.00	0.00
001.1.4001.300.3900.0000	CAPITAL OUTLAY	\$7,799.97	\$0.00	\$0.00	\$0.00	\$0.00	0.00
Department: PLANNING & DEVELOPMENT - 4001		\$135,273.01	\$170,718.00	\$173,358.00	\$173,358.00	\$2,640.00	1.55

## Town of Hebron

### Board of Selectmen

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 Definition: 2 TOWN MGR BUDGET

From Date: 2/1/2023

To Date: 2/28/2023

Account	Description	FY2122 FINAL	FY2123 ADOPTED	DEPT PROPOSED	PROPOSED BUDGET	VARIANCE AMOUNT	VARIANCE PERCENT
001.1.4025.100.1002.0000	PART-TIME ECON DEV COC	\$14,091.30	\$34,000.00	\$34,000.00	\$14,000.00	(\$20,000.00)	(58.82)
001.1.4025.200.2005.0000	MISC ADMIN EXP	\$231.67	\$500.00	\$500.00	\$500.00	\$0.00	0.00
001.1.4025.201.2010.0000	MEETINGS/CONFERENCES	\$1,999.27	\$1,000.00	\$1,000.00	\$1,000.00	\$0.00	0.00
001.1.4025.202.2024.0000	LOCAL BUSINESS PROMOT	\$5,399.97	\$5,400.00	\$5,400.00	\$5,400.00	\$0.00	0.00
Department: ECONOMIC DEVELOPMENT - 4025		\$21,722.21	\$40,900.00	\$40,900.00	\$20,900.00	(\$20,000.00)	(48.90)

## Town of Hebron

### Board of Selectmen

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Account	Description	FY2122 FINAL	FY2123 ADOPTED	DEPT PROPOSED	PROPOSED BUDGET	VARIANCE AMOUNT	VARIANCE PERCENT
001.1.4101.100.1002.0000	PART-TIME PAYROLL	\$5,518.75	\$0.00	\$0.00	\$0.00	\$0.00	0.00
001.1.4101.100.1003.0000	OT PAYROLL	\$95,495.08	\$76,803.00	\$77,007.00	\$77,007.00	\$204.00	0.27
001.1.4101.208.2052.0000	MEAL ALLOWANCE - OT	\$4,746.00	\$5,200.00	\$5,356.00	\$5,356.00	\$156.00	3.00
001.1.4101.209.2053.0000	UNIFORM ALLOWANCE	\$8,192.84	\$7,728.00	\$8,200.00	\$8,200.00	\$472.00	6.11
001.1.4101.210.2009.0000	SHOP SUPPLIES	\$4,323.19	\$4,500.00	\$4,500.00	\$4,500.00	\$0.00	0.00
001.1.4101.210.2055.0000	VEHICLE REPAIRS	\$88,912.72	\$85,000.00	\$90,000.00	\$90,000.00	\$5,000.00	5.88
001.1.4101.210.2062.0000	GASOLINE	\$10,265.56	\$11,398.00	\$10,754.00	\$10,754.00	(\$644.00)	(5.65)
001.1.4101.210.2063.0000	DIESEL	\$49,412.32	\$47,233.00	\$54,123.00	\$54,123.00	\$6,890.00	14.59
001.1.4101.211.2066.0000	TOOLS	\$2,101.91	\$2,850.00	\$2,850.00	\$2,850.00	\$0.00	0.00
001.1.4101.211.2069.0000	SAFETY EQUIPMENT	\$4,935.99	\$5,000.00	\$5,000.00	\$5,000.00	\$0.00	0.00
001.1.4101.214.2088.0000	BUILDING REPAIRS	\$4,683.03	\$2,500.00	\$2,500.00	\$2,500.00	\$0.00	0.00
001.1.4101.220.2064.0000	TIRES	\$13,293.88	\$14,250.00	\$14,250.00	\$14,250.00	\$0.00	0.00
001.1.4101.300.3011.0000	RADIOS	\$784.20	\$2,000.00	\$2,000.00	\$2,000.00	\$0.00	0.00
001.1.4101.300.3900.0000	CAPITAL OUTLAY	\$12,775.00	\$10,400.00	\$10,000.00	\$10,000.00	(\$400.00)	(3.85)
Department: HIGHWAYS & GROUNDS ADMIN - 4101		\$305,440.47	\$274,862.00	\$286,540.00	\$286,540.00	\$11,678.00	4.25

## Town of Hebron

### Board of Selectmen

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Account	Description	FY2122 FINAL	FY2123 ADOPTED	DEPT PROPOSED	PROPOSED BUDGET	VARIANCE AMOUNT	VARIANCE PERCENT
001.1.4102.202.2034.0000	MISC SERVICE CONTRACTS	\$31,981.19	\$28,500.00	\$34,000.00	\$34,000.00	\$5,500.00	19.30
001.1.4102.210.2061.0000	EQUIPMENT MAINT	\$5,908.58	\$6,250.00	\$6,500.00	\$6,500.00	\$250.00	4.00
001.1.4102.211.2067.0000	SPECIAL MINOR EQUIP	\$1,475.08	\$1,500.00	\$1,500.00	\$1,500.00	\$0.00	0.00
001.1.4102.212.2070.0000	TELEPHONE	\$5,440.30	\$4,900.00	\$4,900.00	\$4,900.00	\$0.00	0.00
001.1.4102.212.2071.0000	ELECTRICITY	\$11,628.35	\$13,353.00	\$13,490.00	\$13,490.00	\$137.00	1.03
001.1.4102.212.2073.0000	HEATING FUEL	\$3,753.00	\$6,400.00	\$4,989.00	\$4,989.00	(\$1,411.00)	(22.05)
001.1.4102.214.2088.0000	BLDG MAINT/SUPPLIES	\$622.35	\$950.00	\$950.00	\$950.00	\$0.00	0.00
Department: TOWN YARD & GARAGE - 4102		\$60,808.85	\$61,853.00	\$66,329.00	\$66,329.00	\$4,476.00	7.24



## Town of Hebron

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To Date: 2/28/2023

Definition: 2 TOWN MGR BUDGET

Account	Description	FY2122 FINAL	FY2123 ADOPTED	DEPT PROPOSED	PROPOSED BUDGET	VARIANCE AMOUNT	VARIANCE PERCENT
001.1.4103.212.2072.0000	STREET LIGHTING	\$27,900.26	\$33,253.00	\$32,725.00	\$32,725.00	(\$528.00)	(1.59)
001.1.4103.224.2150.0000	STORM DRAIN CLEANING S	\$33,120.00	\$37,000.00	\$38,760.00	\$38,760.00	\$1,760.00	4.76
001.1.4103.225.2110.0000	SIGN MATERIALS/MAINT	\$6,822.55	\$6,650.00	\$6,650.00	\$6,650.00	\$0.00	0.00
001.1.4103.225.2111.0000	STREET MARKINGS	\$16,299.48	\$19,080.00	\$19,438.00	\$19,438.00	\$358.00	1.88
001.1.4103.225.2160.0000	ROAD REPAIR MATERIALS	\$266,801.47	\$250,000.00	\$250,000.00	\$250,000.00	\$0.00	0.00
001.1.4103.225.2161.0000	OFF ROAD MATERIALS	\$4,750.00	\$4,750.00	\$4,750.00	\$4,750.00	\$0.00	0.00
001.1.4103.226.2171.0000	OTHER WINTER MATERIALS	\$130,953.39	\$91,400.00	\$148,400.00	\$118,400.00	\$27,000.00	29.54
001.1.4103.229.2151.0000	ROAD SWEEPING SERVICE	\$3,895.11	\$1,000.00	\$0.00	\$0.00	(\$1,000.00)	(100.00)
Department: STREET SERVICES - 4103		\$490,542.26	\$443,133.00	\$500,723.00	\$470,723.00	\$27,590.00	6.23

## Town of Hebron

### Board of Selectmen

Fiscal Year: 2022-2023

Print accounts with zero balance   
  Round to whole dollars   
  Account on new page

Exclude inactive accounts with zero balance

From Date: 2/1/2023

To Date: 2/28/2023

Definition: 2 TOWN MGR BUDGET

Account	Description	FY2122 FINAL	FY2123 ADOPTED	DEPT PROPOSED	PROPOSED BUDGET	VARIANCE AMOUNT	VARIANCE PERCENT
001.1.4104.100.1002.0000	PART-TIME PAYROLL	\$13,881.11	\$18,524.00	\$19,080.00	\$19,080.00	\$556.00	3.00
001.1.4104.100.1003.0000	OT PAYROLL	\$6,784.27	\$7,175.00	\$7,390.00	\$7,390.00	\$215.00	3.00
001.1.4104.202.2019.0000	CREOC	\$12,870.00	\$14,450.00	\$16,000.00	\$16,000.00	\$1,550.00	10.73
001.1.4104.202.2023.0000	WASTE REMOVAL	\$5,748.30	\$7,100.00	\$9,000.00	\$9,000.00	\$1,900.00	26.76
001.1.4104.202.2034.0000	SOLID/BULKY WASTE, REC'	\$156,220.09	\$193,000.00	\$229,000.00	\$229,000.00	\$36,000.00	18.65
001.1.4104.215.2038.0000	GREEN COMM ADVERTISIN	\$882.11	\$900.00	\$900.00	\$900.00	\$0.00	0.00
001.1.4104.215.2095.0000	COMPACTOR/CONTAINER #	\$3,298.08	\$5,000.00	\$5,000.00	\$3,500.00	(\$1,500.00)	(30.00)
Department: SOLID/BULKY WASTE, RECYCLING - 4104		\$199,683.96	\$246,149.00	\$286,370.00	\$284,870.00	\$38,721.00	15.73

DEPT 4104

# Household Hazardous Waste COLLECTION SCHEDULE

2023

in Manchester at 321 Olcott Street | 8:00 a.m. - 1:00 p.m.

**DIRECTIONS:** Exit 1 from 384, follow Spencer Street for 1 mile, left onto Olcott Street and look for signs, HHW Facility on your left

**FOR RESIDENTS OF** Glastonbury, Hebron, Manchester, Marlborough, Somers, South Windsor, Stafford & Vernon

Bring a **Driver's License, Tax Bill** or **Car Registration** to prove residency. For more information on HHW collections, please contact CREOC at **(860) 647-5278**.

## ONLINE APPOINTMENTS ARE MANDATORY

If a collection date is filled up, please make an appointment for a different date.

Scan to Make Appointments:



<https://mdjdmz.townofmanchester.org/WasteAppointments/>

**PaintCare Connecticut Info:**  
<http://bit.ly/PaintCareCT>

### 2023 Dates:

- Saturday, **March 18**
- Saturday, **April 15**
- Saturday, **May 20**
- Saturday, **June 17**
- Wed., **July 19** (evening event)  
**3-7pm**
- Saturday, **August 19**
- Saturday, **September 16**
- Saturday, **October 21**
- Saturday, **November 18**

**Safely dispose of** paints & stains, acids, insecticides, herbicides, fertilizers, chemicals, household cleaning products, and other hazardous materials which may have accumulated at your home.

**Reminders:** The following items will NOT be accepted: used oil & anti-freeze.

Dried out paint cans can be disposed in the regular trash.

**The use of trailers and work vans are NOT allowed.**

**FALL OUTREACH September 30th** - Somers High School, Vision Boulevard

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## Town of Hebron

### Board of Selectmen

Fiscal Year: 2022-2023

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 Exclude inactive accounts with zero balance  
 Definition: 2 TOWN MGR BUDGET

From Date: 2/1/2023

To Date: 2/28/2023

Account	Description	FY2122 FINAL	FY2123 ADOPTED	DEPT PROPOSED	PROPOSED BUDGET	VARIANCE AMOUNT	VARIANCE PERCENT
001.1.5001.401.4901.0000	DEBT SVC 2008 LAND ACQ	\$350,163.00	\$285,000.00	\$285,000.00	\$285,000.00	\$0.00	0.00
001.1.5001.402.4902.0000	DEBT SERVICE INTEREST	\$194,055.95	\$133,639.00	\$5,700.00	\$5,700.00	(\$127,939.00)	(95.73)
Department: DEBT SERVICE - TOWN - 5001		\$544,218.95	\$418,639.00	\$290,700.00	\$290,700.00	(\$127,939.00)	(30.56)

DEPT 5001-5004

FYE	Siemens Lease	2020 Sewer Upgrade/Paving Bonding Project		Project Total	2013 Refunding Fire Station		Project Total	2008 Land Acq/Park		Project Total	2017 CNG Debt & Community Svc Agreement**		Project Total	Gross Financed Debt Service Totals			Computer Replacement*	Debt Grand Total	FY Differential	
	Payment	Principal	Interest		Principal	Interest		Principal	Interest		Principal	Interest		Principal	Interest	Total				
2020	16,000				106,381	5,336	111,717	313,500	22,800	336,300	229,923	9,208	239,131	665,804	37,344	703,148	25,000.00	728,148		
2021	16,500		45,486	45,486	101,278	4,232	105,510	307,800	17,100	324,900	228,608	7,892	236,500	654,186	74,710	728,896	25,000.00	753,896	25,748	
2022	17,000	250,000	143,638	393,638	96,000	7,291	103,291	285,000	28,500	313,500	219,400	14,469	233,869	867,400	193,898	1,061,298	25,000.00	1,086,298	332,402	
2023	18,000	285,000	133,638	418,638	92,000	5,147	97,147	285,000	17,100	302,100	219,400	11,838	231,238	899,400	167,723	1,067,123	25,000.00	1,092,123	5,825	
2024	19,000	325,000	122,238	447,238	92,000	3,048	95,048	285,000	5,700	290,700	219,400	9,207	228,607	940,400	140,193	1,080,593	25,000.00	1,105,593	13,470	
2025	19,000	375,000	109,238	484,238	88,000	1,001	89,001	-	-	-	219,400	6,577	225,977	701,400	116,816	818,216	25,000.00	843,216	(262,377)	
2026	20,000	375,000	94,238	469,238	-	-	-	-	-	-	111,000	3,946	114,946	506,000	98,184	604,184	25,000.00	629,184	(214,032)	
2027	20,000	335,000	79,238	414,238	-	-	-	-	-	-	111,000	1315	112,315	466,000	80,553	546,553	25,000.00	571,553	(57,631)	
2028	21,000	315,000	65,838	380,838	-	-	-	-	-	-	-	-	-	336,000	65,838	401,838	25,000.00	426,838	(144,715)	
2029	21,000	315,000	53,237	368,237	-	-	-	-	-	-	-	-	-	336,000	53,237	389,237	25,000.00	414,237	(12,601)	
2030	22,000	315,000	50,088	365,088	-	-	-	-	-	-	-	-	-	337,000	50,088	387,088	25,000.00	412,088	(2,149)	
2031	22,000	315,000	46,780	361,780	-	-	-	-	-	-	-	-	-	337,000	46,780	383,780	25,000.00	408,780	(3,308)	
2032	23,000	315,000	43,000	358,000	-	-	-	-	-	-	-	-	-	338,000	43,000	381,000	25,000.00	406,000	(2,780)	
2033	23,000	310,000	38,905	348,905	-	-	-	-	-	-	-	-	-	333,000	38,905	371,905	25,000.00	396,905	(9,095)	
2021+																				
<b>Total</b>	<b>\$ 228,000</b>	<b>\$ 3,580,000</b>	<b>\$ 836,438</b>	<b>\$ 4,416,438</b>	<b>\$ 272,000</b>	<b>\$ 9,196</b>	<b>\$ 281,196</b>	<b>\$ 570,000</b>	<b>\$ 22,800</b>	<b>\$ 592,800</b>	<b>\$ 880,200</b>	<b>\$ 32,883</b>	<b>\$ 913,083</b>	<b>\$ 5,530,200</b>	<b>\$ 901,317</b>	<b>\$ 6,431,517</b>	<b>\$ 275,000</b>	<b>\$ 6,706,517</b>		

TOTALS REFLECT FYE 2021 THROUGH 2033  
 School debt was paid in full in fiscal year 2019.

Existing total debt prior to the October 7th, 2020 bonding totaled \$2,232,711.

The next significant debt reduction is in fiscal year 2024-2025 & 2025-2026 as shown above.

\* The Computer Replacement column is not financed debt but is inclusive within our budget for departments 5001, 5002 & 5003.

\*\* Includes Community Agreement Payment to CNG in the amount of \$108,400 through 2024.

**Town of Hebron**

**Board of Selectmen**

Fiscal Year: **2022-2023**

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From Date: 2/1/2023

To Date: 2/28/2023

Definition: 2 TOWN MGR BUDGET

Account	Description	FY2122 FINAL	FY2123 ADOPTED	DEPT PROPOSED	PROPOSED BUDGET	VARIANCE AMOUNT	VARIANCE PERCENT
001.1.5002.401.4901.0000	DEBT SVC 2013 & 2017 CNG	\$257,938.00	\$377,000.00	\$203,000.00	\$203,000.00	(\$174,000.00)	(46.15)
001.1.5002.402.4902.0000	DEBT SERVICE INTEREST	\$11,400.00	\$22,247.00	\$12,257.00	\$12,257.00	(\$9,990.00)	(44.90)
001.1.5002.403.4903.0000	CNG DIRECT OBLIGATION	\$0.00	\$0.00	\$108,400.00	\$108,400.00	\$108,400.00	0.00
Department: DEBT SERVICE - SCHOOL - 5002		\$269,338.00	\$399,247.00	\$323,657.00	\$323,657.00	(\$75,590.00)	(18.93)

## Town of Hebron

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Definition: 2 TOWN MGR BUDGET

Account	Description	FY2122 FINAL	FY2123 ADOPTED	DEPT PROPOSED	PROPOSED BUDGET	VARIANCE AMOUNT	VARIANCE PERCENT
001.1.5003.401.2011.0000	SIEMENS LEASE PAYMENT	\$20,683.85	\$18,000.00	\$19,000.00	\$19,000.00	\$1,000.00	5.56
001.1.5003.401.4901.0000	DEBT SVC 2020 GO SEWER	\$0.00	\$219,400.00	\$325,000.00	\$325,000.00	\$105,600.00	48.13
001.1.5003.402.4902.0000	DEBT SERVICE INTEREST-C	\$233,869.00	\$11,838.00	\$122,237.00	\$122,237.00	\$110,399.00	932.58
Department: DEBT SERVICE - SEWER - 5003		\$254,552.85	\$249,238.00	\$466,237.00	\$466,237.00	\$216,999.00	87.06

## Town of Hebron

### Board of Selectmen

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Account	Description	FY2122 FINAL	FY2123 ADOPTED	DEPT PROPOSED	PROPOSED BUDGET	VARIANCE AMOUNT	VARIANCE PERCENT
001.1.5004.401.4901.0000	DEBT SERVICE COMPUTER	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$0.00	0.00
Department:	DEBT SERVICE-COMPUTER LEASE - 5004	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$0.00	0.00



## Town of Hebron

**Board of Selectmen**

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Account	Description	FY2122 FINAL	FY2123 ADOPTED	DEPT PROPOSED	PROPOSED BUDGET	VARIANCE AMOUNT	VARIANCE PERCENT
001.1.5005.228.2208.0000	TOWN PROP SEWER USER	\$14,280.00	\$14,280.00	\$15,400.00	\$15,400.00	\$1,120.00	7.84
Department: TOWN PROPERTY SEWER FEES - 5005		\$14,280.00	\$14,280.00	\$15,400.00	\$15,400.00	\$1,120.00	7.84

## Town of Hebron

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Account	Description	FY2122 FINAL	FY2123 ADOPTED	DEPT PROPOSED	PROPOSED BUDGET	VARIANCE AMOUNT	VARIANCE PERCENT
001.1.5010.410.4001.0000	WORKERS' COMP	\$186,530.98	\$201,735.00	\$211,800.00	\$211,800.00	\$10,065.00	4.99
001.1.5010.410.4002.0000	PROPERTY LIABILITY	\$173,882.00	\$167,000.00	\$185,000.00	\$185,000.00	\$18,000.00	10.78
Department: INSURANCE - 5010		\$360,412.98	\$368,735.00	\$396,800.00	\$396,800.00	\$28,065.00	7.61

## Town of Hebron

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001.1.5020.100.1010.0000	DISC/CONTRACTUAL BONU	\$2,250.00	\$2,400.00	\$2,400.00	\$2,400.00	\$0.00	0.00
001.1.5020.411.4007.0000	FICA	\$276,328.07	\$288,851.00	\$317,495.00	\$317,495.00	\$28,644.00	9.92
001.1.5020.411.4008.0000	MEDICAL INS	\$713,201.56	\$660,000.00	\$730,500.00	\$692,000.00	\$32,000.00	4.85
001.1.5020.411.4009.0000	LIFE INSURANCE	\$4,500.60	\$4,500.00	\$4,500.00	\$4,500.00	\$0.00	0.00
001.1.5020.411.4010.0000	PENSION CONTRIBUTIONS	\$198,278.14	\$208,396.00	\$218,815.00	\$218,815.00	\$10,419.00	5.00
001.1.5020.411.4011.0000	UNEMPLOYMENT COMP	\$10,655.37	\$10,000.00	\$10,655.00	\$10,655.00	\$655.00	6.55
001.1.5020.411.4013.0000	DEFERRED COMP	\$89,696.30	\$112,725.00	\$112,486.00	\$112,486.00	(\$239.00)	(0.21)
001.1.5020.411.4014.0000	GASB 43/45 OPEB	\$2,575.00	\$4,500.00	\$4,500.00	\$4,500.00	\$0.00	0.00
001.1.5020.411.4015.0000	RETIREE BENEFIT PAYOUT	\$46,930.42	\$10,000.00	\$20,000.00	\$20,000.00	\$10,000.00	100.00
Department: EMPLOYEE BENEFITS - 5020		\$1,344,415.46	\$1,301,372.00	\$1,421,351.00	\$1,382,851.00	\$81,479.00	6.26

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Account	Description	FY2122 FINAL	FY2123 ADOPTED	DEPT PROPOSED	PROPOSED BUDGET	VARIANCE AMOUNT	VARIANCE PERCENT
001.1.5050.227.2188.0000	CONTR TO CAPITAL PROJE	\$768,877.00	\$587,485.00	\$881,917.00	\$838,760.00	\$251,275.00	42.77
Department: 5050	CONTRIBUTION TO CAPITAL PROJECTS -	\$768,877.00	\$587,485.00	\$881,917.00	\$838,760.00	\$251,275.00	42.77

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001.1.5051.227.2188.0000	CONTRIB TO LAND ACQ	\$125,000.00	\$125,000.00	\$200,000.00	\$125,000.00	\$0.00	0.00
Department: 001.1.5051.227.2188.0000	CONTRIB TO LAND ACQUISITION - 5051	\$125,000.00	\$125,000.00	\$200,000.00	\$125,000.00	\$0.00	0.00

**Memo from Hebron Open Space Land Acquisition Committee**

To: Andy Tierney, Hebron Town Manager  
Cc: Boards of Selectmen and Finance  
From: Frank Zitkus, Secretary, Hebron Open Space Land Acquisition Committee  
Date: February 4, 2023  
Re: Requested Funding Appropriation, FY 2023/24

Hello Andy -

At the February 1, 2023 OSLAC meeting, the Committee approved a Fiscal Year 2023/24 funding appropriation request to the Open Space Land Acquisition Fund of \$200,000.

This memo provides reasons for the Committee's approved motion as follows:

\*The current Fund Balance of the Open Space Land Acquisition Fund is approximately \$380,000. As you know, the Committee has recently recommended the purchase of the O'Connor properties, totaling 115 acres, located along Chittenden and Hoadly Roads. The agreed to price to acquire the property was based upon an appraised value of \$481,000. Acquisition of the uniquely landscaped property would not only be for natural resources preservation and for public enjoyment, but such acquisition would eliminate any risk that the Town has in improving the unimproved section of Chittenden Road.

\*The Committee has considered other potential acquisitions of several high priority parcels, including parcels to: (1) extend Raymond Brook Preserve towards the Air Line Trail and Neighborhood Convenience District; (2) extend and connect the Chestnut Hollow Nature Preserve trail system towards an extensive area of town-owned open space; and (3) to acquire a small portion of St. Peter's recently acquired property on Church Street to preserve an aquifer and water quality of Jeremy River, a Class A watercourse.

\*The increased funding request will hopefully allow the Committee to pursue these high priority properties sometime in the near future. Having a sufficient balance of uncommitted resources in the Fund allows the Committee the ability to recommend for purchase high priority parcels that become unexpectedly available.

\*Attached is a report of historic open space funding appropriations that may be shared with the appropriate Boards. This report indicates that the average annual appropriation to the Open

Space Land Acquisition Fund has declined for the last 15 consecutive fiscal years. We hope to reverse that long-term trend.

\*The current funding level of \$125,000 is well below the average annual appropriation level. In fact, the average annual funding for the first eleven years of the Fund was \$202,427 whereas the funding level of the next fourteen years is \$113,571, a reduction of 44%.

The Committee also provides technical and other assistance in the open space acquisition of Hebron property by the State of Connecticut (by identification of available land, communication between parties, offering of financial assistance, etc.). The most recent example of this is the State's acquisition of the Fracchia properties, totaling over 300 acres, abutting and approximate to Gay City State Park.

As you know, the citizens of Hebron are very strongly supportive of the Committee's actions and land acquisition recommendations. The Town has an amazing active recreational complex at Burnt Hill Park and a tranquil, very popular passive recreational property at Raymond Brook Preserve. In addition, we have preserved the scenic natural beauty of the Air Line Trail from border to border with our acquisitions and have acquired other forested properties with incredible natural features, all of them with existing trail systems now being discovered and enjoyed by the public.

We believe that Hebron's preserved open spaces, its recreational assets and historic landmarks and features, comprise a significant portion of Hebron's identity and represent Hebron as a model, desirable Town to reside in and visit.

The Committee wishes to convey appreciation to town staff for their great efforts and to the Boards of Selectmen and Finance for their continued support in accomplishing the goals of the Committee and those stated in the Plan of Conservation and Development.

Please share this correspondence as appropriate during budget deliberations. Thank you for considering the Committee's increase funding request for FY 2023/24.

Respectively submitted on behalf of the Open Space and Land Acquisition Committee,

Frank Zitkus OSLAC Secretary

## Town of Hebron

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001.1.5052.227.2188.0000	CONTRIB TO CAP PROJ 5-2	\$152,022.00	\$156,796.00	\$290,452.00	\$230,187.00	\$73,391.00	46.81
Department: 001.1.5052.227.2188.0000	CONTRIB TO OTHER FUNDS - 5052	\$152,022.00	\$156,796.00	\$290,452.00	\$230,187.00	\$73,391.00	46.81



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To Date: 2/28/2023

Account	Description	FY2122 FINAL	FY2123 ADOPTED	DEPT PROPOSED	PROPOSED BUDGET	VARIANCE AMOUNT	VARIANCE PERCENT
001.1.5053.227.2188.0000	CONTRIB TO REVAL	\$50,000.00	\$40,000.00	\$40,000.00	\$40,000.00	\$0.00	0.00
Department: 5053 - 5053		\$50,000.00	\$40,000.00	\$40,000.00	\$40,000.00	\$0.00	0.00

## Town of Hebron

### Board of Selectmen

Fiscal Year: 2022-2023

Print accounts with zero balance     Round to whole dollars     Account on new page

Exclude inactive accounts with zero balance

From Date: 2/1/2023

To Date: 2/28/2023

Definition: 2 TOWN MGR BUDGET

Account	Description	FY2122 FINAL	FY2123 ADOPTED	DEPT PROPOSED	PROPOSED BUDGET	VARIANCE AMOUNT	VARIANCE PERCENT
001.1.5056.227.2188.0000	GEN FUND TRANSFERS OU	\$1,228,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00
Department: GEN FUND TRANSFERS OUT - 5056		\$1,228,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00

## Town of Hebron

### Board of Selectmen

Fiscal Year: **2022-2023**

Print accounts with zero balance   
  Round to whole dollars   
  Account on new page  
 Exclude inactive accounts with zero balance  
 Definition: 2 TOWN MGR BUDGET

From Date: 2/1/2023

To Date: 2/28/2023

Account	Description	FY2122 FINAL	FY2123 ADOPTED	DEPT PROPOSED	PROPOSED BUDGET	VARIANCE AMOUNT	VARIANCE PERCENT
001.1.5057.227.2188.0000	SUPPLEMENTAL APPR TRA	\$135,372.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00
Department: SUPPLEMENTAL APPR TRANSFERS - 5057		\$135,372.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00

## Town of Hebron

### Board of Selectmen

Fiscal Year: 2022-2023

Print accounts with zero balance   
  Round to whole dollars   
  Account on new page  
 Exclude inactive accounts with zero balance  
 Definition: 2 TOWN MGR BUDGET

From Date: 2/1/2023

To Date: 2/28/2023

Account	Description	FY2122 FINAL	FY2123 ADOPTED	DEPT PROPOSED	PROPOSED BUDGET	VARIANCE AMOUNT	VARIANCE PERCENT
001.1.5090.228.2204.0000	RHAM LEVY PYMTS	\$13,971,474.51	\$14,259,027.00	\$15,674,763.00	\$15,674,763.00	\$1,415,736.00	9.93
Department: RHAM ASSESSMENT - 5090		\$13,971,474.51	\$14,259,027.00	\$15,674,763.00	\$15,674,763.00	\$1,415,736.00	9.93

**Town of Hebron**

**Board of Selectmen**

Fiscal Year: 2022-2023

- Print accounts with zero balance   
  Round to whole dollars   
  Account on new page  
 Exclude inactive accounts with zero balance  
 Definition: 2 TOWN MGR BUDGET

From Date: 2/1/2023

To Date: 2/28/2023

Account	Description	FY2122 FINAL	FY2123 ADOPTED	DEPT PROPOSED	PROPOSED BUDGET	VARIANCE AMOUNT	VARIANCE PERCENT
001.1.8100.800.8001.0000	BOARD OF ED BUDGET	\$12,030,194.30	\$12,207,294.00	\$13,985,470.00	\$13,985,470.00	\$1,778,176.00	14.57
Department: BOE BUDGET - 8100		\$12,030,194.30	\$12,207,294.00	\$13,985,470.00	\$13,985,470.00	\$1,778,176.00	14.57

## Town of Hebron

### Board of Selectmen

Fiscal Year: 2022-2023

Print accounts with zero balance    
  Round to whole dollars    
  Account on new page

Exclude inactive accounts with zero balance

From Date: 2/1/2023

To Date: 2/28/2023

Definition: 2 TOWN MGR BUDGET

Account	Description	FY2122 FINAL	FY2123 ADOPTED	DEPT PROPOSED	PROPOSED BUDGET	VARIANCE AMOUNT	VARIANCE PERCENT
Account Type: Expense - 1		\$37,590,998.15	\$37,016,921.00	\$41,552,586.00	\$41,153,419.00	\$4,136,498.00	11.17

FY 2022/23 - 2027/28

**CAPITAL OUTLAY \$10,000 - \$75,000 - FIVE YEAR PLAN**

	Total	TM						
	Requests	Recommended						
	23-24	23-24	24-25	25-26	26-27	27-28	28-29	
<b>Public Works Department</b>								
Replace Large Dump Body T-46	73,452	73,452						
Grayville Bridge Replacement	31,000	31,000						
DPW Roof Repair/Replace	50,735	50,735						
Replace Pick Up Truck # 4			36,365					
<b>Public Works Sub Total</b>	<b>155,187</b>	<b>155,187</b>	<b>36,365</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Fire Department</b>								
Truck 110 Update	50,000	20,000						
Apparatus Tires	18,472	Operating Budget						
Company # 1 Roof Repairs	25,000	25,000						
Station Fire Alarm Systems			74,471					
Tanker 110 Update				50,000				
<b>Fire Department Sub Total</b>	<b>93,472</b>	<b>45,000</b>	<b>74,471</b>	<b>50,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Parks &amp; Recreation Department</b>								
Field Upgrades - Burnt Hill/St. Peters	70,000							
Trail Development	70,000	APRA	12,000					
Truck Replacement	30,000	30,000						
Portable Light Towers	11,000							
State Radios	14,118	Town Wide Project						
Skid Steer w/Mower			70,000					
Burnt Hill Paving			40,000	30,000	30,000			
Mower Replacement			22,000		25,000			
Truck Replacement				20,000				
Aerator				25,000				
Sealcoating						30,000		
Trail Repairs						12,000		
<b>Recreation Sub Total</b>	<b>195,118</b>	<b>30,000</b>	<b>144,000</b>	<b>75,000</b>	<b>55,000</b>	<b>42,000</b>	<b>0</b>	<b>0</b>
<b>Miscellaneous Requests</b>								
<b>Miscellaneous Sub Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>GRAND TOTAL</b>	<b>443,777</b>	<b>230,187</b>	<b>254,836</b>	<b>125,000</b>	<b>55,000</b>	<b>42,000</b>	<b>0</b>	<b>0</b>

**TOWN OF HEBRON  
PROPOSED BUDGET 2023-2024**

**DATE PREPARED**

PREPARED BY: Kevin Kelly

**CAPITAL OUTLAY REQUEST DETAIL**

**DEPARTMENT**

Public Works

**DEPT. NO.**

Was this item a denied request in any prior year?    NO	Department Priority Priority # <u>  1  </u> of <u>  2  </u>	Classification: Additional Equipment _____ Replacement                    X
---	--	---

Equipment or Other Object of Outlay Expenditure                    (Quantity & Description)                    A. Estimated Life: 10 Years (Unknown)  
B. Possible Vendor:

Justification for Equipment or Outlay:  
Replace Large Dump Body T-46 - Push out 5 years for replacement

Is the need for this equipment contingent upon an increase in personnel or are there related costs reflected elsewhere in the budget?

If yes, please explain:

List equipment to be displaced by above purchase:			Years/Time	Trade	Present Year Repair Costs	Cost Computation	Total
A. Year	B. Make & Model	C. Equipment #	In Use	Value			
						A. Purchase Price B. Labor C. Material Gross Cost D. Less Trade-In Net Cost	\$ 73,452





Freightliner of Hartford, Inc.  
222 Roberts St.  
East Hartford, CT 06108  
[www.freightlinerofhartford.com](http://www.freightlinerofhartford.com)

Town of Hebron  
Public Works  
Hebron, CT.  
ATTN: Kevin Kelly

September 20, 2022

Tenco Body Replacement  
**BUDGET ONLY**

We are pleased to quote the following VIA CT State Contract # 15PSX0017

TRUCK :  
YEAR :  
MAKE :  
MODEL :  
VIN :  
MILEAGE:

We are Pleased to Quote the Following TENCO ALL SEASON RETRO-FIT BODY :

- REMOVE BODY (including Hoist, Hinge, & Basket)
- **SANDBLAST/PRIME/PAINT CHASSIS FRAME RAILS**
- INSTALL NEW TENCO 12M-10-ES HARDOX/SS All Season Body
- 3/16" Hardox 450 with 205,000 PSI Tensile Construction throughout
- 3/16" Hardox 450 with 205,000 PSI Tensile Steel Walls, Headsheet, Floor, Conveyor, Wearplate, Tailgate, and Conveyor Cover
- STAINLESS STEEL BOLT-IN CONVEYOR SYSTEM with Hardox 450 Wearplate
- STAINLESS STEEL BODY HYDRAULIC LINES
- STAINLESS STEEL REAR CORNERPOSTS
- 6.0 Cubic Yard Capacity level
- Three Section Bolt-on Pillow Block Floor Hinge
- Grease Actuators for Chain Tensioning
- Two (2) 3-1/2" X 22" Side Dump Cylinders 19 Ton Capacity
- 30" Cabshield
- Discharge & Spinner Assembly Complete
- Air-operated DA Tailgate
- Main Dump Cylinder SA
- New Front & Rear Mud Flaps with SS Brackets
- Shovel Holder with Snap Ring
- DOT Collapsible Ladder Front Driverside with Additional Steeps on Body
- POLY FENDERS
- ALC HYDRAULIC LOAD COVER
- LED ICC Required Lighting wired to existing Aux Switches (confirm)

- EMERGENCY LIGHTING: Two (2) Front Cabshield & Two (2) Side Cabshield with Rear Three Light Cluster (Strobe/Stop-Turn-Tail/Rev) in each Rear Cornerpost.
- LOAD LIGHT
- SPINNER LIGHT
- Hydraulic Hoses to Connect from Body to existing Valve ONLY
- Fully installed and Operational via existing FULLY FUNCTIONING Hydraulics (NO HYDRAULIC WORK QUOTED)
- BODY Primed & Painted Single Stage Enamel

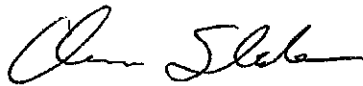
MSRP ..... \$ 99,935.71  
 30% STATE DISCOUNT..... (\$ 29,980.71)

COMPLETE JOB INSTALLED & OPERATIONAL ~~EXCEPT ONLY~~..... \$ 69,955.00\*

\*ES WILL NOT INSTALL BODY ON EXISTING CHASSIS WITHOUT PRIOR INSPECTION OF THE CHASSIS RAILS & EXISTING HYDRAULIC PIPING/HOSES.

**QUOTE VALID: 30 DAYS**

Respectfully Submitted,



Glenn Slade  
 Sales Consultant  
 Equipment Specialists

\_\_\_\_\_

+ 5%  
 73,452

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

ACCEPTANCE OF PROPOSAL: The above prices, specifications, and conditions are satisfactory and are hereby accepted.

SIGNED: \_\_\_\_\_ DATE: \_\_\_\_\_

## Kevin Kelly

---

**From:** Glenn Slade <gslade@es-ct.com>  
**Sent:** Tuesday, September 20, 2022 9:27 PM  
**To:** Kevin Kelly  
**Subject:** RE: [EXTERNAL] Truck body  
**Attachments:** HEBRON 12M-10-ES RETRO BUDGET SEPT 2022.doc

Here is the budget quote as requested. Quote states valid for 30 days because no one knows what tomorrow holds. Though this number is currently inflated I'd figure \$74K if you want to be safe. (JULY 2023)

Thank you,

Glenn Slade  
Equipment Specialists  
180 Roberts St  
East Hartford, CT 06108  
860-930-7005  
www.es-ct.com

---

**From:** Kevin Kelly  
**Sent:** Monday, September 19, 2022 2:05 PM  
**To:** Glenn Slade  
**Subject:** [EXTERNAL] Truck body

Glen,

Can you please provide me pricing for a body similar to the one we purchased earlier this year. This time I will need to include installation and painting. The time frame is for the next budget year.

Thanks,  
Kevin

**TOWN OF HEBRON  
PROPOSED BUDGET 2023-2024**

**DATE PREPARED**  
PREPARED BY: Kevin Kelly

**CAPITAL OUTLAY REQUEST DETAIL**

**DEPARTMENT** Public Works  
**DEPT. NO.**

Was this item a denied request in any prior year?    NO	Department Priority Priority # <u>  2  </u> of <u>  2  </u>	Classification: Additional Equipment _____ Replacement                    X
---	--	---

Equipment or Other Object of Outlay Expenditure                    (Quantity & Description)                    A. Estimated Life: 10 Years (Unknown)  
  
B. Possible Vendor:

Justification for Equipment or Outlay:  
Grayville Bridge Replacement due to age and State Inspection report

Is the need for this equipment contingent upon an increase in personnel or are there related costs reflected elsewhere in the budget?

If yes, please explain:

List equipment to be displaced by above purchase:			Years/Time	Trade	Present Year Repair Costs	Cost Computation	Total
A. Year	B. Make & Model	C. Equipment #	In Use	Value		A. Purchase Price	\$    31,000
						B. Labor C. Material Gross Cost D. Less Trade-In Net Cost	

Grayville Bridge

# LOGAN STEEL

# INVOICE

1150 OLD COLONY ROAD • MERIDEN, CT 06451  
www.logansteellinc.com

PHONE 203/235-0811 TOLL FREE 800/560-3317 FAX 203/237-5917

SANDBLASTING IS OUR SPECIALTY . . . ALMOST ANYTHING LOOKS LIKE NEW!

DATE	07/13/01	INV. NO.	2012491
DUE DATE	08/12/01	PAGE	1

TOHE  
TOWN OF HEBRON  
JOHN  
550 OLD COLCHESTER ROAD  
HEBRON CT 06248

Ship To/Remarks

REFERENCE	F.O.B.	TERMS	YOUR #	OUR #	SALES REP.
OT	DELIVERED	2%-10 DAYS NET 30	ANDY	0000001146	DP
DESCRIPTION		ORDERED	SHIPPED	UNIT PRICE	EXTENDED PRICE
12" 35# WF BEAM 35' ABOVE IS 4 LENS		4900.0	4900.0	0.5510	2699.90

ANGLE IRON ROLLING NOW AVAILABLE AT  
LOGAN, UP TO 2 X 2 X 1/4 LEG IN OR OUT.

SUB TOTAL	2699.90
TAX	0.00
TOTAL	2699.90
NET TO PAY	2699.90

\$10,350

Total 20,547.20  
+ 89.00  
Rented cost 8,000  
31,000  
22,190.47

"STEEL IN ALL FORMS"



11-2-22 Logan  
7,000 + 590  
7,350  
1500 pr. m  
+ hardware 1500

**SHAGBARK LUMBER & FARM SUPPLIES**  
**MT PARNASSUS RD & RTE. 82**  
**PO BOX 451**  
**EAST HADDAM, CT 06423-0451**  
**PHONE: (860) 873-1946**



CUST NO: 1008	JOB NO: 000	PURCHASE ORDER:	REFERENCE:	TERMS: NET 25TH	CLERK: DL	DATE/TIME: 11/1/22 9:05
------------------	----------------	-----------------	------------	--------------------	--------------	----------------------------

**SOLD TO:**  
**HEBRON PUBLIC WORKS**  
  
 15 GILEAD ST.  
 HEBRON CT 06248  
 860-228-2871

**SHIP TO:**

TERMINAL: 567  
 EXP. DATE: 12/31/22  
 SALESPERSON: 22 DAVE LUDOVICCO  
 TAX: 003 NON TAXABLE GOVERNMENT

**ESTIMATE: 775255**

SKU	ORDERED	UM	DESCRIPTION	LOCATION	PRICE	PER	EXTENSION
DF21216	2	EA	DOUG FIR 2X12X16	DF212	44.79	/EA	89.58 *N
DF20816	2	EA	DOUG FIR 2X8X16	DF208	30.99	/EA	61.98 *N
DF20416	1	EA	DOUG FIR 2X4X16	DF204	12.99	/EA	12.99 *N
PT21016	4	EA	PRESSURE TREATED GC #1 2X10X16	PT002	37.95	/EA	151.80 *N
PT20616	4	EA	PRESSURE TREATED GC #1 2X6X16	PT001	19.389	/EA	77.56 *N
DF20416	4	EA	DOUG FIR 2X4X16	DF204	12.99	/EA	51.96 *N
DF20410	5	EA	DOUG FIR 2X4X10	DF204	6.95	/EA	34.75 *N
PT20816	4	EA	PRESSURE TREATED GC #1 2X8X16	PT002	25.79	/EA	103.16 *N
PT20616	16	EA	PRESSURE TREATED GC #1 2X6X16	PT001	19.389	/EA	310.22 *N
PT60612	6	EA	PRESSURE TREATED GC #2 6X6X12	PT002	62.89	/EA	377.34 *N
PC94	2	EA	PORTLAND CEMENT TYPE/II	BLDG5	18.99	/EA	37.98 N
PA66ETZ	12	EA	USP 2 SIDED POST BASE 6X6	Z0100	32.90	/EA	394.80 N
RS150	1	EA	USP ROLL STRAP 1-1/4X150' 16GA	Z0100	112.69	/EA	112.69 N
16DUP	1	EA	50# 16D BRIGHT DUPLEX NAIL	3B002	66.99	/EA	66.99 N
			CUST. MUST CHECK FOR ACCURACY PRICING SUBJECT TO CHANGE				

TAXABLE	0.00
NON-TAXABLE	1883.80
<b>SUBTOTAL</b>	<b>1883.80</b>

TAX AMOUNT	0.00
<b>TOTAL</b>	<b>1883.80</b>



TOT WT: 2086.00

X  
 \_\_\_\_\_  
 Received By



SHAGBARK LUMBER & FARM SUPPLIES, INC.  
 MT PARNASSUS RD & RTE 82  
 PO BOX 451  
 EAST HADDAM, CT 06423-0451  
 PHONE (860) 873-1946

CUSTOMER: 1008 JOB NO: 000 PURCHASE ORDER: BRIDGE REFERENCE: TERMS: NET 26TH CLERK: HS DATE/TIME: 11/122 1233  
 TERMINAL: 573

CO. NO: 1  
 HEBRON PUBLIC WORKS  
 16 GILEAD ST  
 HEBRON, CT 06248  
 (860) 228-2871

BILL TO: KEVIN  
 BRIDGE 550 OLD DOUGHESTER RD  
 KEVIN 860 604 8858

EXP. DATE: 12/31/22  
 SALESPERSON: 03 HENRY SKELLEY  
 TAX: 003 NON TAXABLE GOVERNMENT

**ESTIMATE: 775374**

SKU	QUANTITY ORDERED	UM	DESCRIPTION	LOCATION	PRICE PER	EXTENSION
1050	40	EA	4X12X14 P/T	BLDG4	137.98 /EA	5,519.20 'N
1050	16	EA	4X12X16 P/T	BLDG4	167.55 /EA	2,680.80 'N
511008	1	SP	8X3/8 GALV SPIKE (PER LB)		83.40 /SP	83.40 'N
7410	1	EA	OUT OF TOWN FUEL SURCHARGE		30.00 /EA	30.00 'N
CUST. MUST CHECK FOR ACCURACY PRICING SUBJECT TO CHANGE						

TAXABLE: 0.00  
 NON-TAXABLE: 3313.40  
 SUBTOTAL: 3313.40

TAX AMOUNT: 0.00  
**TOTAL: 3313.40**



Inspection Type: Routine



## BRIDGE NO. 07085

37910 - HEBRON  
Grayville Road  
over  
Jeremy River

Routine Inspection

8/01/2022

Inspected by: Team 3





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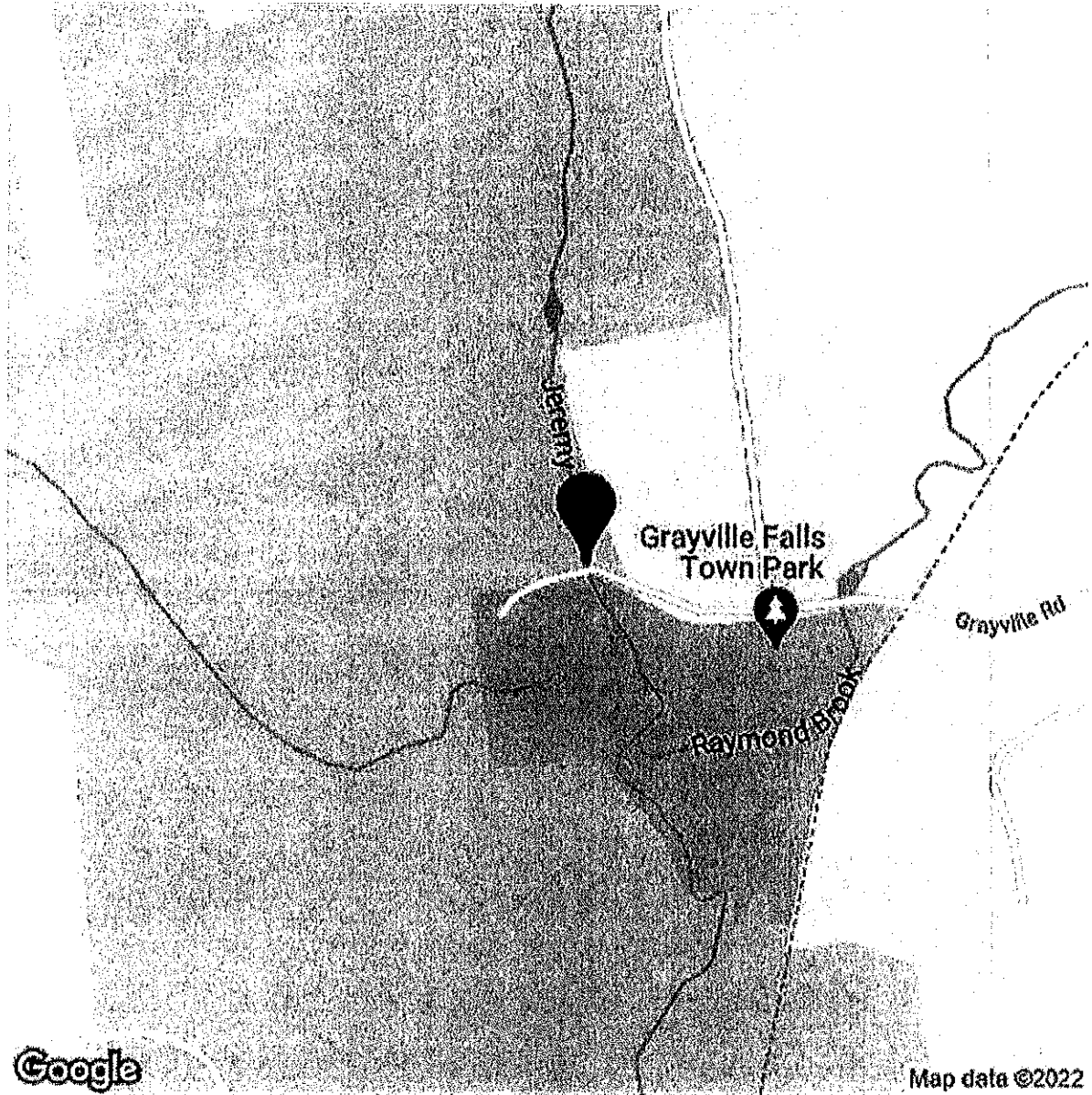
## TABLE OF CONTENTS

<b>Section</b>	<b>Page Number</b>
Location Map	1
Structure Inventory and Appraisal (BRI-19)	2
Inspection Data (BRI-18)	6
National Bridge Elements	11
Sketches	12
Pictures	22

Form: Location  
Inspection type: Routine  
Inspection Date: 8/01/2022  
Inspected by: Team 3

:Bridge No 07085

Town: HEBRON  
Carried: Grayville Road  
Crossed: Jeremy River  
Inventory Route: Non-NHS



Location Map # 1

Form: BRI-19, Rev. 2/15  
Inspection type: Routine  
Inspection Date: 8/01/2022  
Inspected by: Team 3

:Bridge No 07085

Town: HEBRON  
Carried: Grayville Road  
Crossed: Jeremy River  
Inventory Route: Non-NHS

## STRUCTURE INVENTORY & APPRAISAL

### INSPECTION

Structurally Deficient  Functionally Obsolete   
Sufficiency Rating   
(90) Inspection Date  (91) Frequency   
Indepth Insp  No  Proposed next indepth Year   
Deck Survey Date  Class   
Access  0 - None  Flagman  0   

	Frequency	Date	Type
Fracture	<input type="text"/>	<input type="text"/>	<input type="text"/>
Underwater	<input type="text"/>	<input type="text"/>	<input type="text"/>
Special	<input type="text"/>	<input type="text"/>	<input type="text"/>

### IDENTIFICATION

Bridge Name  07085  
Town Code - Name  37910 - HEBRON  
(5) Inventory Route  
(A) Record Type  1: Route carried "on" the structure  
(B) Signing Prefix  5 - CITY STREET  
(C) Level of Service  0 - NONE OF THE BELOW  
(D) Route Number.  00000  
(E) Dir Suffix  0 - NOT APPLICABLE  
(6A) Featured Intersected  Jeremy River  
(6B) Critical Facility Indicator   
(7) Facility Carried  Grayville Road  
(9) Location  0.32 west of bridge 04696  
(11) Mile Post  0.00 Miles  
(16) Latitude  41 Deg.  36 Min.  54.99 Sec.  
(17) Longitude  -72 Deg.  22 Min.  22.14 Sec.  
(98) Border Bridge  
(A) State Code  (B) Percent Responsibility  %  
(C) Border Town Name   
(99) Border Bridge Structure No.

### STRUCTURE TYPE & MATERIALS

(43) Structure Type, Main  
A) Material  3 - Steel  
B) Design Type  02 - Stringer/Multi-beam or Girder  
(44) Structure Type, Approach  
A) Material  0 - Other  
B) Design Type  00 - Other  
(45) Number of Spans, Main Unit  001  
(46) Number of Approach Spans  0000  
(107) Deck Structure Type  8 - Wood or Timber  
(108) Wearing Surface/Protection Systems  
A) Type of Wearing Surface  7 - Wood or Timber  
B) Type of Membrane  0 - None  
C) Type of Deck Protection  0 - None  
Substructure  
A) Material  1 - STONE  
B) Design Type  2 - STUB ABUTMENT  
Paint  
Type   
Year   
Comment

### GEOMETRIC DATA

(48) Length of Maximum Span  29 ft.  
(49) Structure Length  29 ft.  
(50) Curb or Sidewalk Widths  
A) Left  ft.  in. B) Right  ft.  in.  
(51) Bridge Roadway Width Curb to Curb  13 ft.  06 in.  
(52) Deck Width, Out to Out  15 ft.  01 in.  
(32) Approach Roadway Width  16 ft.

Form: BRI-19, Rev. 2/15  
 Inspection type: Routine  
 Inspection Date: 8/01/2022  
 Inspected by: Team 3

:Bridge No 07085

Town: HEBRON  
 Carried: Grayville Road  
 Crossed: Jeremy River  
 Inventory Route: Non-NHS

(33) Bridge Median   
 Deck Area  sq. ft.  
 (34) Skew Angle  deg.  
 (35) Structure Flared   
 (10) Inv. Rte. Min. Vert. Clearance  ft.  in.  
 (47) Inv. Rte. Total Horiz. Clr.  ft.  in.  
     Log Inv. Rte. Total Horiz. Clr.  ft.  in.  
     RLog Inv. Rte. Total Horiz. Clr.  ft.  in.  
 (53) Min. Vert. Clearance Over Bridge  ft.  in.  
 (54) Log-Min. Vert. Underclearance  ref.  ft.  in.  
 (55) Min. Lat Underclearance on Right  ref.  ft.  in.  
 (56) Min. Lat Underclearance on Left  ft.  in.

**AGE AND SERVICE**  
 Year Built  (106) Year Reconstructed   
 (42) Type of Service  
   A) On   
   B) Under   
 (28) Number of Lanes  
   A) On  B) Under   
 (29) Average Daily Traffic   
 Is Above Half ADT?   
 (109) Percent Truck  %  
 (30) Years of ADT   
 (19) Bypass, Detour Length  Miles

**CONDITION**

**APPRAISALS**

(58) Deck   
 (59) Superstructure   
 (60) Substructure   
 (61) Channel & Channel Protections   
 (62) Culverts   
 (36) Traffic Safety Features  
   A) Bridge Railings   
   B) Transitions   
   C) Approach Guardrail   
   D) Approach Guardrail Ends

(67) Structural Evaluation   
 (68) Deck Geometry   
 (69) Underclearances, Vert. & Horiz.   
 (71) Waterway Adequacy   
 (72) Approach Roadway Alignment   
 (113) Scour Critical

**COMMENTS**

**WATERWAY**

**CLASSIFICATION**

Drainage Basin Waterway   
 (38) Navigation Control   
 (39) Navigation Vertical Clearance  ft.  
 (40) Navigation Horiz. Clr.  ft.  
 (111) Pier/Abutment Navigation   
 (116) Vert-Lift Brg Nav Min  ft.  in.

(112) NBIS Bridge Length   
 (104) Highway System   
 (26) Functional Class   
 (100) Defense Highway   
 (101) Parallel Structure   
 (102) Direction of Traffic

Form: BRI-19, Rev. 2/15  
 Inspection type: Routine  
 Inspection Date: 8/01/2022  
 Inspected by: Team 3

:Bridge No 07085

Town: HEBRON  
 Carried: Grayville Road  
 Crossed: Jeremy River  
 Inventory Route: Non-NHS

(103) Temporary Structure

(110) Designated National Network

(20) Toll

(21) Maintain

(22) Owner

Report Class

(37) Historical Significance

**POSTED SIGNS**

Other Posted Sign 1

Other Posted Sign 2

	Actual	Recommended	
Posted Load Single Unit Truck	<input type="text"/>	<input type="text"/>	tons
Posted Load Semi-Trailer Truck	<input type="text"/>	<input type="text"/>	tons
Posted Load 4 Axle Truck	<input type="text"/>	<input type="text"/>	tons
Posted Load 362 Truck	<input type="text"/>	<input type="text"/>	tons
All Vehicles	<input type="text"/>	<input type="text"/>	tons
Posted Vert. Clearance on Bridge	<input type="text"/> ft.	<input type="text"/> in.	
Posted Vert. Underclearance	<input type="text"/> ft.	<input type="text"/> in.	
Posted Speed Limit on Bridge	<input type="text"/> m.p.h.		

**OTHER FEATURES**

Fence Required

Fence Present

Fence Type

Fence Height

Fence Material

Fence Top Type

Barrel Ladders

Stand Pipes

Calwalks

Moveable Inspection System

Haunches Present over Roadway

Utilities

**PROPOSED IMPROVEMENTS**

(75A) Type of Work Proposed

(75B) Work Done By

(76) Length of Structure Improvement  ft.

(94) Bridge Improvement Cost \$

(95) Roadway Improvement Cost \$

(96) Total Project Cost \$

(97) Year of Improvement Estimate

(114) Future ADT

(116) Year of Future ADT

DOT Bridge Program List No

Project No

Advised Date

**LOAD RATING & POSTING**

(31) Design Load

(63) Operating Rating Type

(64) Operating Rating

(65) Inventory Rating Type

(66) Inventory Rating

Evaluation Code

Year of Evaluation

(70) Bridge Posting



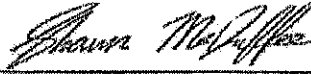
(41) Structure Status

Form: BRI-19, Rev. 2/15  
Inspection type: Routine  
Inspection Date: 8/01/2022  
Inspected by: Team 3

:Bridge No 07085

Town: HEBRON  
Carried: Grayville Road  
Crossed: Jeremy River  
Inventory Route: Non-NHS

**INSPECTOR'S SIGNATURES:**

1)	 Ed Puolito	Date: 08/09/2022	P.E. SIGNATURE:	Date:
2)	 Paul Deane	Date: 08/09/2022	P.E. #	_____
3)	_____	Date:	Reviewed By:	 Date: 08/23/2022
4)	_____	Date:		

Form: BRI-18, Rev. 1/14  
 Inspection type: Routine  
 Inspection Date: 8/01/2022  
 Inspected by: Team 3

:Bridge No 07085

Town: HEBRON  
 Carried: Grayville Road  
 Crossed: Jeremy River  
 Inventory Route: Non-NHS

### FIELD INSPECTION REPORT

Location:	0.32 west of bridge 04696	Year Built:	2001	Snooper Required:	<input type="checkbox"/>
Main Material:	3 - Steel	Year Rebuilt:		Snooper Used:	<input type="checkbox"/>
Main Design:	02 - Stringer/Multi-beam or				

**Inspectors:**

Lead Inspector:	Edward Pucillo
Inspector:	Task:
McDuffee, Shawn	Administrator BSE - TE3
Pucillo, Edward	BSE - Inspector
Serra, Joshua	BSE - Inspector

**Visits:**

Visit Date:	Temp:	Start Time:	End Time:
08/01/2022	74	11:15 AM	02:00 PM

**58. DECK:**

Inspected west to east, north inlet. Overall Rating: **6**

**Rating**

Overlay:	N
Deck - Str. Condition:	6 Timber Deck Transverse planks (3-1/2" x 11") exhibit - Top of deck with minor shakes, decay and abrasion.  Deck underside - - Random planks adjacent top of beams with minor decay. - Deck anchor bolts through top flanges with severe section loss and rose budding.
Curbs:	N
Median:	N
Sidewalks:	N
Parapet:	N
Railing:	6 Timber bridge railing 38" high - - Random checks open up to 1/2" along posts. - Southeast bottom rail loose. - Steel angle iron clips bolted to deck with light/moderate rust.
Paint:	N
Fence:	N
Drains:	N
Lighting Standard:	N

Overall Utility Condition Rating: N - Not Applicable

Utility Type/Size

Construction Joints: N

Expansion Joint: N

Haunches Present over travelway?

**APPROACH CONDITION:**

Overall Rating: **7**

Form: BRI-18, Rev. 1/14  
 Inspection type: Routine  
 Inspection Date: 8/01/2022  
 Inspected by: Team 3

:Bridge No 07085

Town: HEBRON  
 Carried: Grayville Road  
 Crossed: Jeremy River  
 Inventory Route: Non-NHS

**Rating**

Approach Slab:	N	
Relief Joints:	N	
Approach Guide Rail:	N	
Approach Pavement:	7	Bituminous overlay exhibits- - Random up to 1/4" open transverse and longitudinal cracks. - Slightly uneven surface. - West approach ± 2 1/2" settlement adjacent to deck end.
Approach Embankment:	7	Minor runoff erosion.

**Traffic Safety Features**

Bridge Railings:	0	
Transitions:	0	
Approach Guardrails:	0	
Approach Guardrail Ends:	0	

**59. SUPERSTRUCTURE:**

Overall Rating: **3**

**Rating**

Bearing Devices:	N	
Stringers:	N	
Girders:	3	(4) Steel girders exhibit- - Areas of heavy laminar rust along webs with up to 1/16" section loss. - Top/bottom flanges with heavy laminar and severe rust almost full length. - Beam ends encased with concrete blocks.  Girder 1: - Bottom flange has section loss with down to 5/16" remaining for up to full length, resulting in section loss of 34.6% at midspan. - Web, North side, has pitting loss at the base 3" high x 1/16" deep for full length.  Girder 2: - Bottom flange has section loss with down to 5/16" remaining for up to full length, resulting in section loss of 34.6% at midspan. - Web, North side, has pitting loss at the base 2" high x 1/16" deep for full length.  Girder 3: - Bottom flange has section loss with down to 1/4" remaining on the South side and 5/16" remaining on the North side for up to full length, resulting in section loss of 57.7% at midspan. - Web, North side, has pitting loss at the base 5" high x 1/16" deep for full length. - Web, South side at Abutment 1, has an area of section loss up to 1' long x 6" high x 1/16" deep, resulting in 6.52% loss for shear.  Girder 4: - Bottom flange has section loss with down to 5/16" remaining for up to full length, resulting in section loss of 34.6% at midspan. - Web, North side, has pitting loss at the base 6" high x 1/16" deep for full length. - Web, South side at Abutment 2, has an area of section loss up to 18" long x 6" high x 1/16" deep, resulting in 6.52% loss for shear.
Floor Beams:	N	
Trusses - General:	N	
Trusses - Portals:	N	



Form: BRI-18, Rev. 1/14  
 Inspection type: Routine  
 Inspection Date: 8/01/2022  
 Inspected by: Team 3

:Bridge No 07085

Town: HEBRON  
 Carried: Grayville Road  
 Crossed: Jeremy River  
 Inventory Route: Non-NHS

Trusses - Bracing:	N	
Paint:	3	Protective coating- Failed with no protection of the underlying metal due to heavy rust. Areas along webs with limited effectiveness.
Rust:	3	See above.
Machinery Movable Span:	N	
Rivets & Bolts:	N	
Welds - Cracks:	N	
Timber Decay:	N	
Concrete Cracking:	N	
Collision Damage:	N	
Member Alignment:	N	
Deflection Under Load:	N	
Vibration Under Load:	N	
Stand Pipes:		
Catwalks:		
Movable Inspection System:		
Barrel Ladders:		
Are Barrel Ladders OSHA Compliant? <input type="checkbox"/>		

**60. SUBSTRUCTURE:**

Overall Rating: **6**

Rating	
Abutments - Stem:	6 Masonry Abutments & concrete blocks near caps- Masonry in front of concrete block abutments appear to be abutments from old bridge. Stone voids probed up to 18" deep. Concrete blocks with mortar cracks open up to 1/4".
Abutments - Backwall:	6 Concrete block backwall around beam ends- Mortar cracks open up to 1/4".
Abutments - Footings:	N
Abutments - Settlement:	N
Abutments - Wingwalls:	N
Piers/Bents - Caps:	N
Piers/Bents - Pile Bent:	N
Piers/Bents - Columns:	N
Piers/Bents - Footings:	N
Piers/Bents - Settlement:	N
Erosion - Scour:	7 Areas of minor erosion.
Concrete Crack - Spall:	N
Steel Corrosion:	N
Paint:	N
Timber Decay:	N
Collision Damage:	N
Debris:	7 Light timber debris.

Form: BRI-18, Rev. 1/14  
 Inspection type: Routine  
 Inspection Date: 8/01/2022  
 Inspected by: Team 3

:Bridge No 07085

Town: HEBRON  
 Carried: Grayville Road  
 Crossed: Jeremy River  
 Inventory Route: Non-NHS

**61. CHANNEL AND CHANNEL PROTECTION:**

Overall Rating: **8**

Rating	
Channel - Scour:	8 Channel bed consists of medium to large boulders and gravel. Center of channel is deeper than edges, with some deep pockets around large boulders.
Embankment - Erosion:	7 Light erosion upstream and downstream.
Debris:	7 Light timber debris laying in channel upstream and downstream.
Vegetation:	7 Trees leaning and brush overhanging channel.
Channel Change:	8 Channel shows good alignment with structure. Freeboard at inlet midspan= 4'-01". Waterdepths 4" to 36" deep upstream and downstream.
Fender - System:	N
Spur Dikes and Jetties:	N
Rip Rap:	N

**62. CULVERTS AND RETAINING WALLS:**

Overall Rating: **N**

Rating	
Barrel:	N
Concrete:	N
Steel:	N
Timber:	N
Headwall:	N
Cutoff Wall:	N
Debris:	N
Retaining Wall System:	N
Footing:	N

**LOAD POSTING:**

Rating	
Single Unit (Tons):	
Semi Trailer (Tons):	
4 Axle (Tons):	
3S2 (Tons):	
All Vehicles:	
Advanced Warning:	
Warning At Bridge:	
Legibility:	
Visibility:	

**VERTICAL CLEARANCE POSTING**

Min. Vert Under Clearance:	<input type="text"/> Ft	<input type="text"/> In	
Posted Clearance Under Bridge:	<input type="text"/> Ft	<input type="text"/> In	
Posted Clearance On Bridge:	<input type="text"/> Ft	<input type="text"/> In	

Form: BRI-18, Rev. 1/14  
Inspection type: Routine  
Inspection Date: 8/01/2022  
Inspected by: Team 3

:Bridge No 07085

Town: HEBRON  
Carried: Grayville Road  
Crossed: Jeremy River  
Inventory Route: Non-NHS

Advanced Warning:	
Warning At Bridge:	
Legibility:	
Visibility:	

**NOTES / COMMENTS:**

Character of Traffic: Light volume, structure at end of road. No vehicles noted at the time of inspection.

Additional Notes:

No Bridge Identification Number.  
Bridge is logged from West to East.  
Channel flows from North to South.

Additional Comments:

**National Bridge Elements**  
**Inspection type:** Routine  
**Inspection Date:** 8/01/2022  
**Inspected by:** Team 3

**:Bridge No 07085**

**Town:** HEBRON  
**Carried:** Grayville Road  
**Crossed:** Jeremy River  
**Inventory Route:** Non-NHS

	Environment	Total Quantity	Units	Condition State 1	Condition State 2	Condition State 3	Condition State 4
<b>31 - Timber Deck</b>	Mod.	435	sq. ft.	433	2	0	0
1150 - Check/Shake		2		0	2	0	0
<b>107 - Steel Open Girder/Beam</b>	Mod.	120	ft.	0	0	120	0
1000 - Corrosion		120		0	0	120	0
<b>515 - Steel Protective Coating</b>		428	sq. ft.	0	0	80	348
3440 - Effectiveness (Steel Protective Coatings)		428		0	0	80	348
<b>217 - Masonry Abutment</b>	Mod.	30	ft.	25	5	0	0
1610 - Mortar Breakdown (Masonry)		5		0	5	0	0
<b>332 - Timber Bridge Railing</b>	Mod.	60	ft.	0	59	1	0
1020 - Connection		1		0	0	1	0
1150 - Check/Shake		59		0	59	0	0

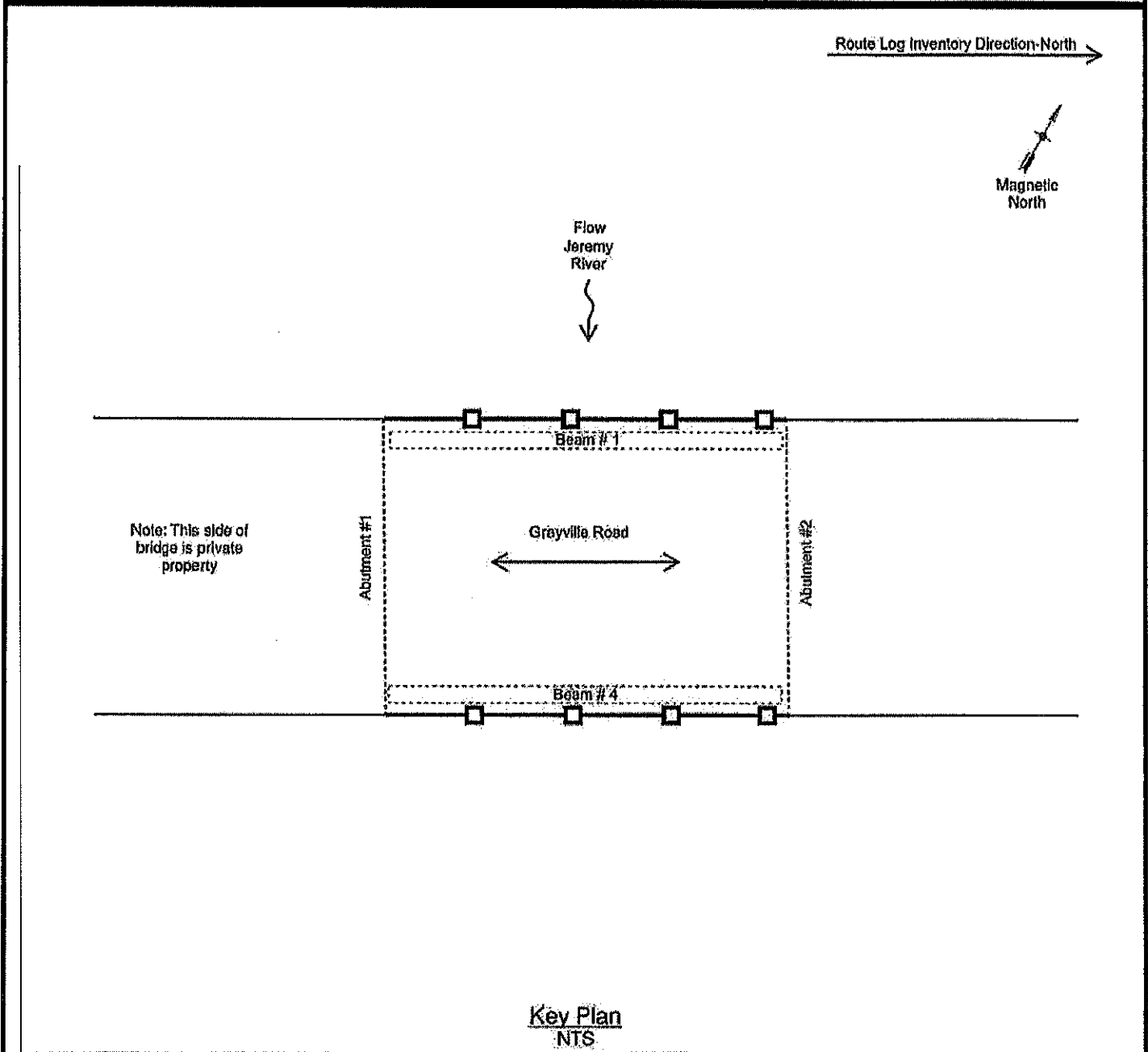
Sketches

Inspection type: Routine  
Inspection Date: 8/01/2022  
Inspected by: Team 3

:Bridge No 07085

Town: HEBRON  
Carried: Grayville Road  
Crossed: Jeremy River  
Inventory Route: Non-NHS

CREW: Team # 3	DATE: 08-01-2022	BRIDGE NO.: 07085
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REVISION	DATE:	CREW:	REVISION	DATE:	CREW:
REVISION	DATE:	CREW:	REVISION	DATE:	CREW:

Sketches

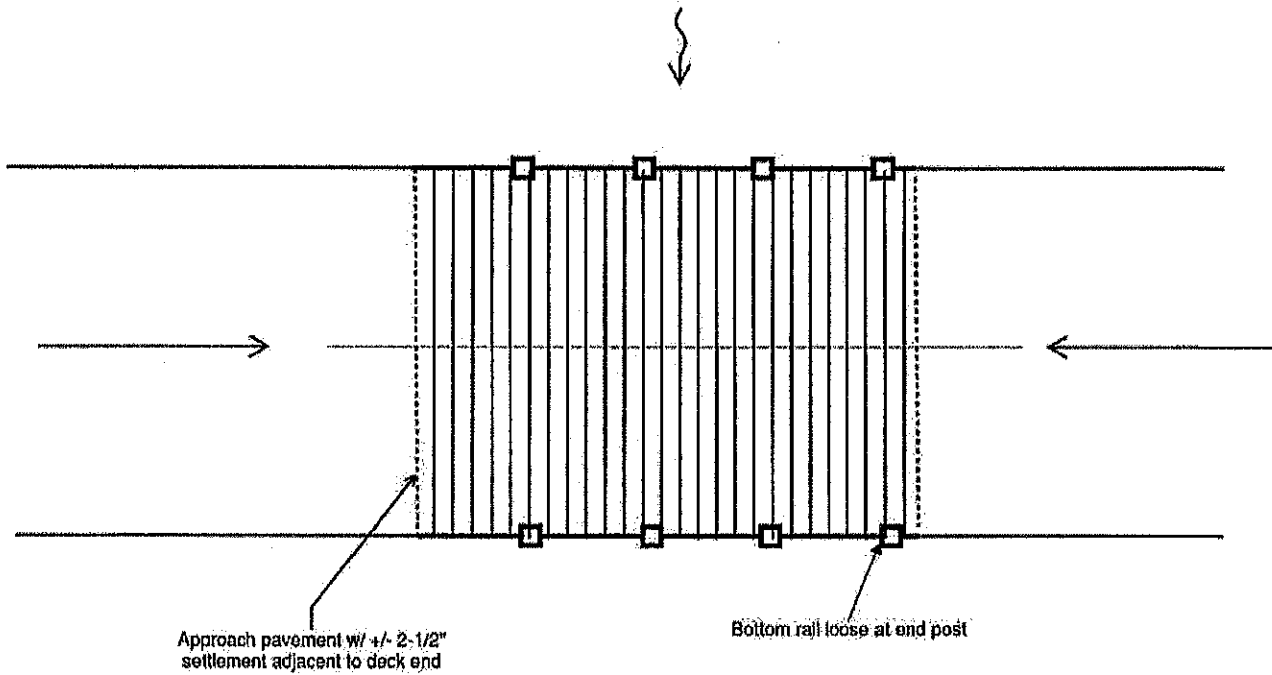
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Inspection Date: 8/01/2022  
Inspected by: Team 3

:Bridge No 07085

Town: HEBRON  
Carried: Grayville Road  
Crossed: Jeremy River  
Inventory Route: Non-NHS

CREW: Team # 3	DATE: 08-01-2022	BRIDGE NO.: 07085
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Route Log Inventory Direction-North →



- General Notes:
- Random planks with minor shakes, decay and abrasion.
  - Approach embankments have minor runoff erosion.

Top of Deck  
NTS

REVISION	DATE:	CREW:	REVISION	DATE:	CREW:
REVISION	DATE:	CREW:	REVISION	DATE:	CREW:

**Sketches**

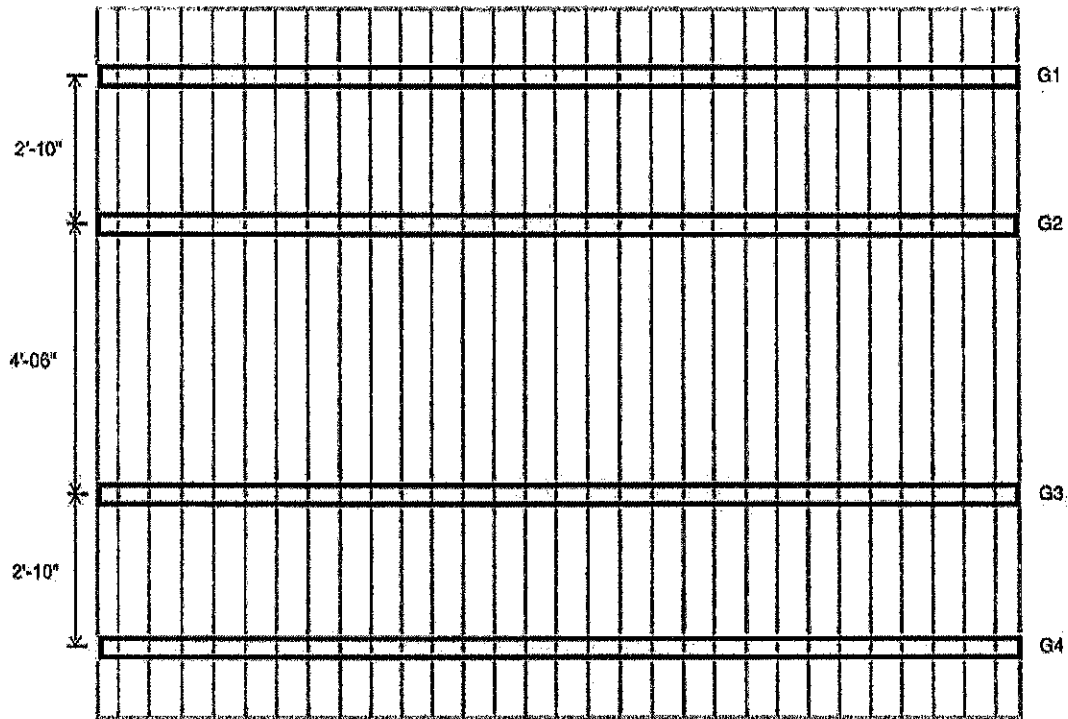
Inspection type: Routine  
 Inspection Date: 8/01/2022  
 Inspected by: Team 3

Bridge No 07085

Town: HEBRON  
 Carried: Grayville Road  
 Crossed: Jeremy River  
 Inventory Route: Non-NHS

CREW: Team # 3	DATE: 08-01-2022	BRIDGE NO.: 07085
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Route Log Inventory Direction-North →



Timber Deck Transverse planks (3-1/2" x 11")

- Deck underside-
- Random planks adjacent top of beams with minor decay.
- Deck anchor bolts through top flanges with severe section loss and rose budding.

**LEGEND:**

	HOLLOW AREA
	SHALLOW REBAR
	SPALL AREA
	SPALL AREA WITH EXPOSED REBAR
	MAP CRACKS
	HAIRLINE CRACKS
	HONEYCOMB AREA
	SCALE AREA
	EFFLORESCENCE PRESENT

Underside of Deck and Superstructure  
 NTS

REVISION	DATE:	CREW:	REVISION	DATE:	CREW:
REVISION	DATE:	CREW:	REVISION	DATE:	CREW:

**Sketches**

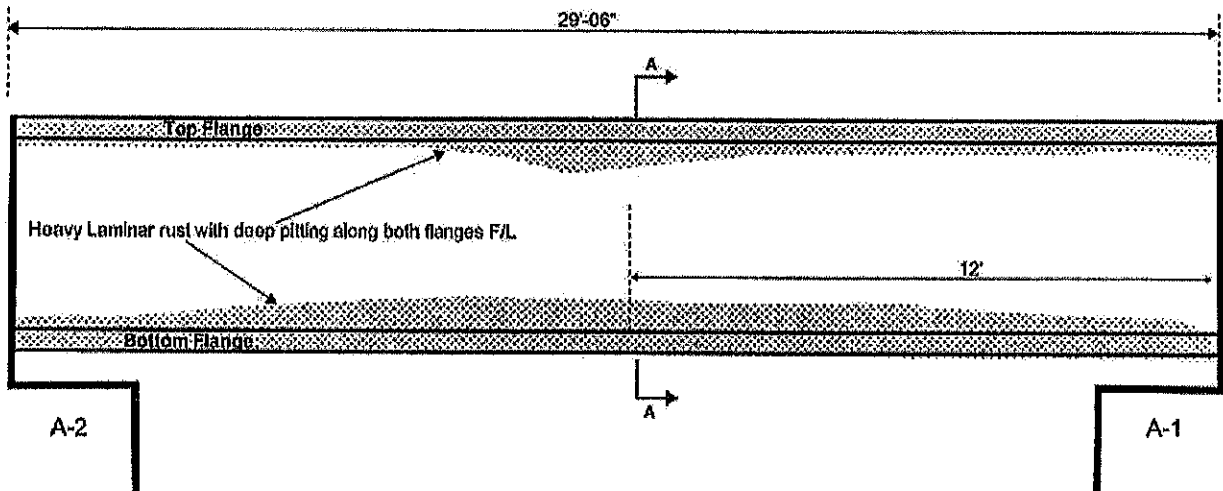
Inspection type: Routine  
 Inspection Date: 8/01/2022  
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:Bridge No 07085

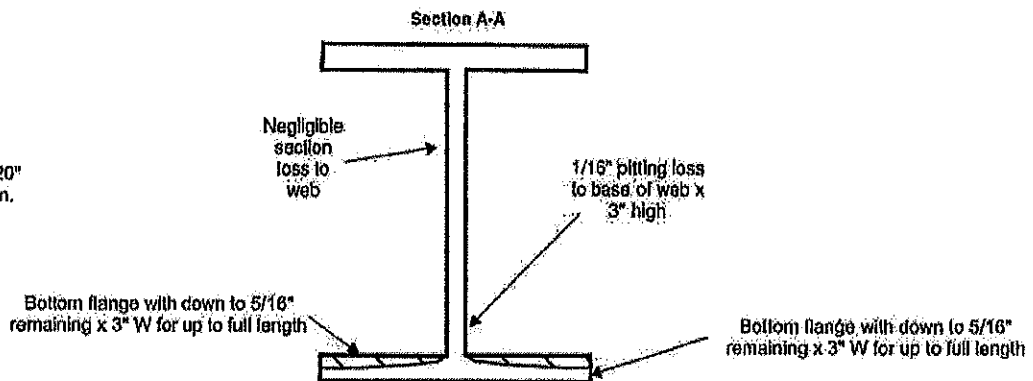
Town: HEBRON  
 Carried: Grayville Road  
 Crossed: Jeremy River  
 Inventory Route: Non-NHS

CREW: Team # 3	DATE: 08-01-2022	BRIDGE NO.: 07085
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**Girder # 1**



Original Girder-  
 W12 x 35  
 Depth - 12.5"  
 Web - 0.30" thick  
 Flange width - 6.56"  
 Flange thickness - 0.520"  
 Flange Area: 3.41 sq. in.



Flange Loss

Section loss area = 6" x (0.5" - 0.3125") = 1.125 sq. in.  
 % loss = (1.125/3.41) \* 100% = 32.99%

REVISION A	DATE:	CREW:	REVISION A	DATE:	CREW:
REVISION A	DATE:	CREW:	REVISION A	DATE:	CREW:



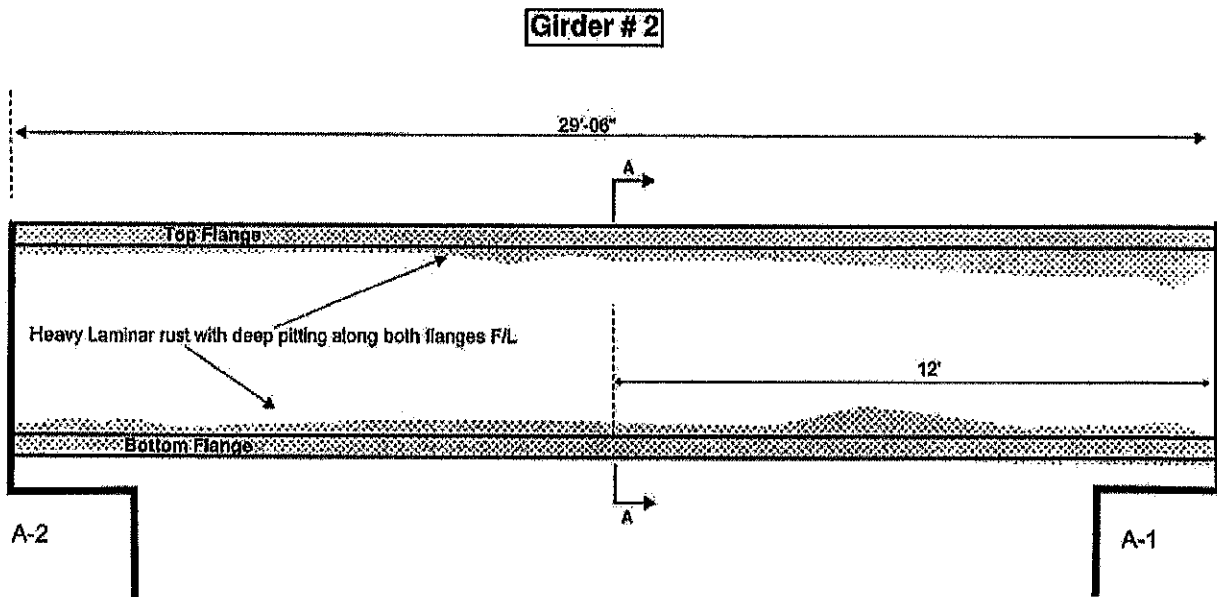
**Sketches**

**Inspection type:** Routine  
**Inspection Date:** 8/01/2022  
**Inspected by:** Team 3

**:Bridge No 07085**

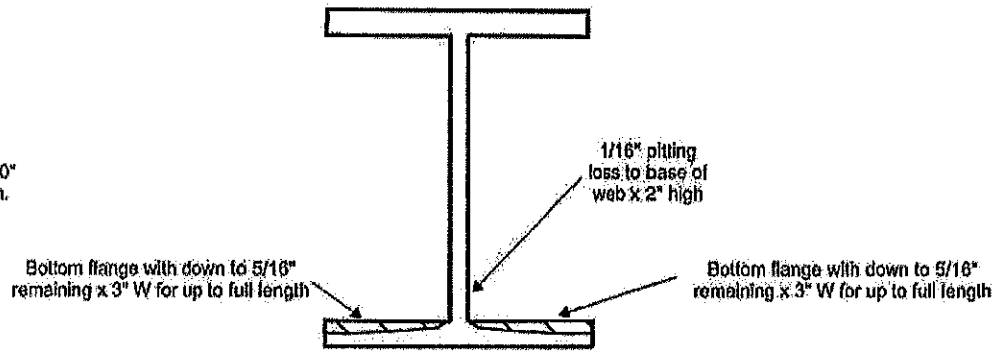
**Town:** HEBRON  
**Carried:** Grayville Road  
**Crossed:** Jeremy River  
**Inventory Route:** Non-NHS

<b>CREW:</b> Team # 3	<b>DATE:</b> 08-01-2022	<b>BRIDGE NO.:</b> 07085
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**Section A-A**

Original Girder-  
W12 x 35  
  
Depth - 12.5"  
Web - 0.30" thick  
Flange width - 6.66"  
Flange thickness - 0.620"  
Flange Area: 3.41 sq. in.



Flange Loss

Section loss area =  $6" \times (0.5" - 0.3125") = 1.125 \text{ sq. in.}$   
% loss =  $(1.125/3.41) \times 100\% = 32.99\%$

<b>REVISION</b>	<b>DATE:</b>	<b>CREW:</b>	<b>REVISION</b>	<b>DATE:</b>	<b>CREW:</b>
<b>REVISION</b>	<b>DATE:</b>	<b>CREW:</b>	<b>REVISION</b>	<b>DATE:</b>	<b>CREW:</b>

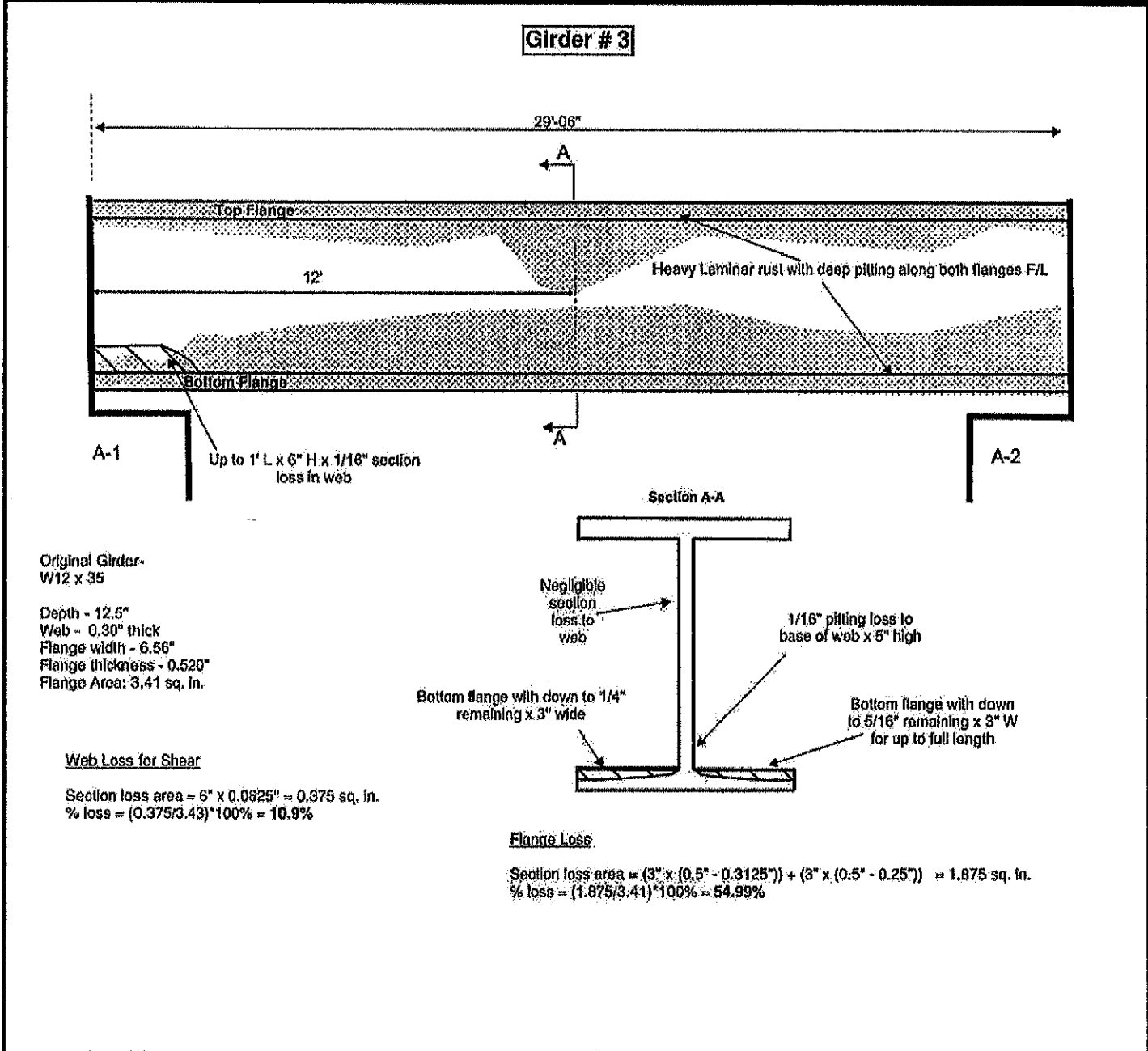
**Sketches**

**Inspection type:** Routine  
**Inspection Date:** 8/01/2022  
**Inspected by:** Team 3

**:Bridge No 07085**

**Town:** HEBRON  
**Carried:** Grayville Road  
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<b>CREW:</b> Team # 3	<b>DATE:</b> 08-01-2022	<b>BRIDGE NO.:</b> 07085
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<b>REVISION</b>	<b>DATE:</b>	<b>CREW:</b>	<b>REVISION</b>	<b>DATE:</b>	<b>CREW:</b>
<b>REVISION</b>	<b>DATE:</b>	<b>CREW:</b>	<b>REVISION</b>	<b>DATE:</b>	<b>CREW:</b>

Sketches

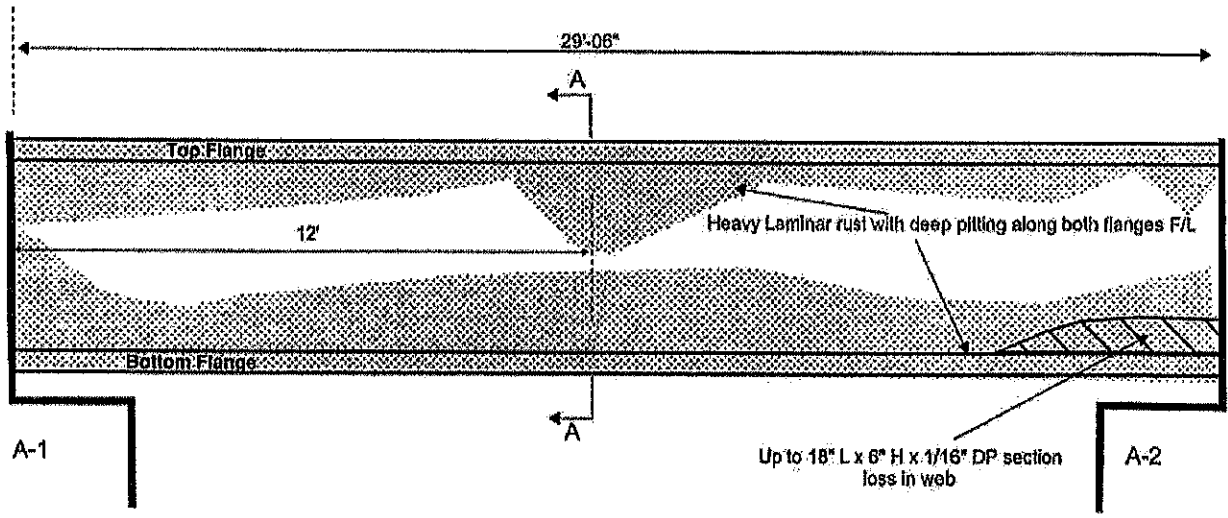
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 Inspection Date: 8/01/2022  
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:Bridge No 07085

Town: HEBRON  
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 Crossed: Jeremy River  
 Inventory Route: Non-NHS

CREW: Team # 3	DATE: 08-01-2022	BRIDGE NO.: 07085
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**Girder # 4**

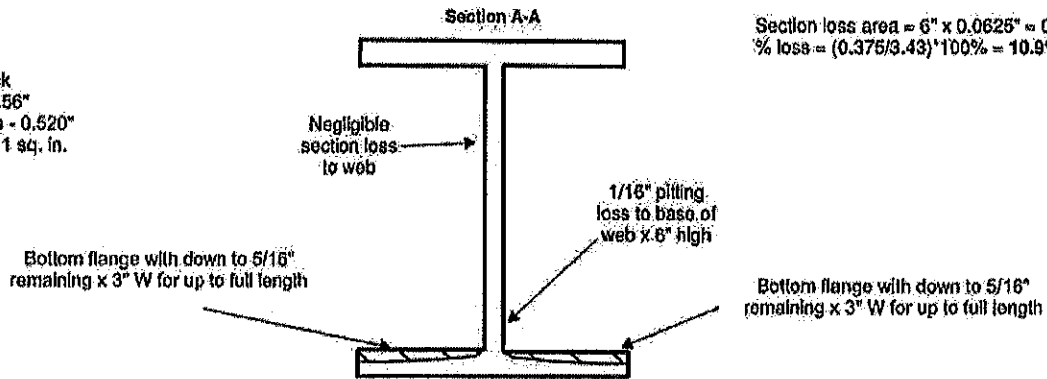


Original Girder-  
 W12 x 35

Depth - 12.5"  
 Web - 0.30" thick  
 Flange width - 8.56"  
 Flange thickness - 0.520"  
 Flange Area: 3.41 sq. in.

Web Loss for Shear

Section loss area = 6" x 0.0625" = 0.375 sq. in.  
 % loss = (0.375/3.43)\*100% = 10.9%



Flange Loss

Section loss area = 6" x (0.5" - 0.3125") = 1.125 sq. in.  
 % loss = (1.125/3.41)\*100% = 32.99%

REVISION	DATE:	CREW:	REVISION	DATE:	CREW:
REVISION	DATE:	CREW:	REVISION	DATE:	CREW:

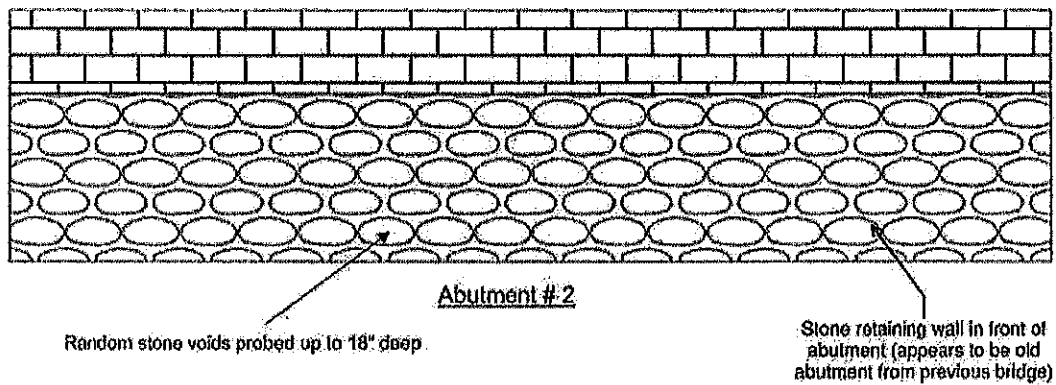
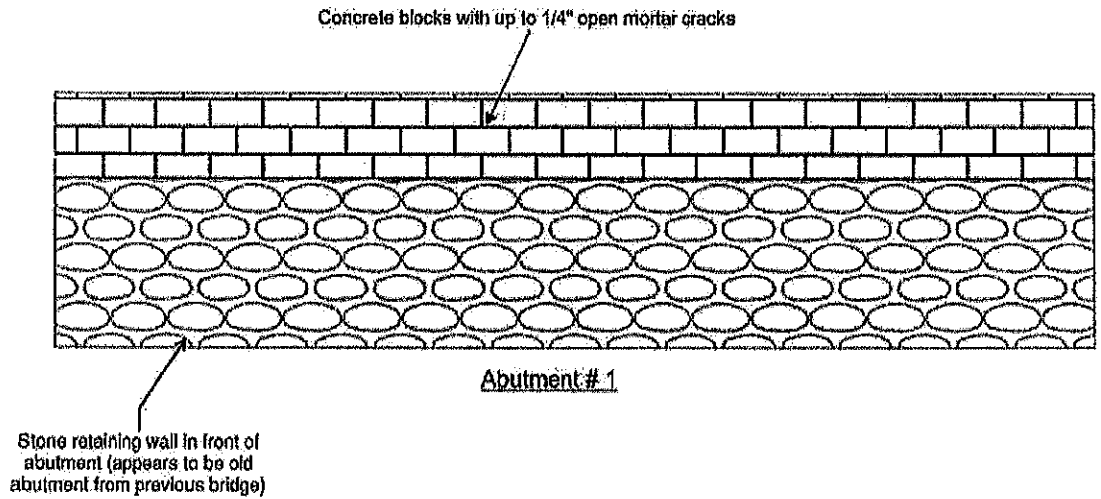
**Sketches**

Inspection type: Routine  
 Inspection Date: 8/01/2022  
 Inspected by: Team 3

**:Bridge No 07085**

Town: HEBRON  
 Carried: Grayville Road  
 Crossed: Jeremy River  
 Inventory Route: Non-NHS

CREW: Team # 3	DATE: 08-01-2022	BRIDGE NO.: 07085
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- LEGEND:**
- HOLLOW AREA
  - SHALLOW REBAR
  - SPALL AREA
  - SPALL AREA WITH EXPOSED REBAR
  - MAP CRACKS
  - HAIRLINE CRACKS
  - HONEYCOMB AREA
  - SCALE AREA
  - EFFLORESCENCE PRESENT

**Abutments**  
 NTS

REVISION	DATE:	CREW:	REVISION	DATE:	CREW:
REVISION	DATE:	CREW:	REVISION	DATE:	CREW:

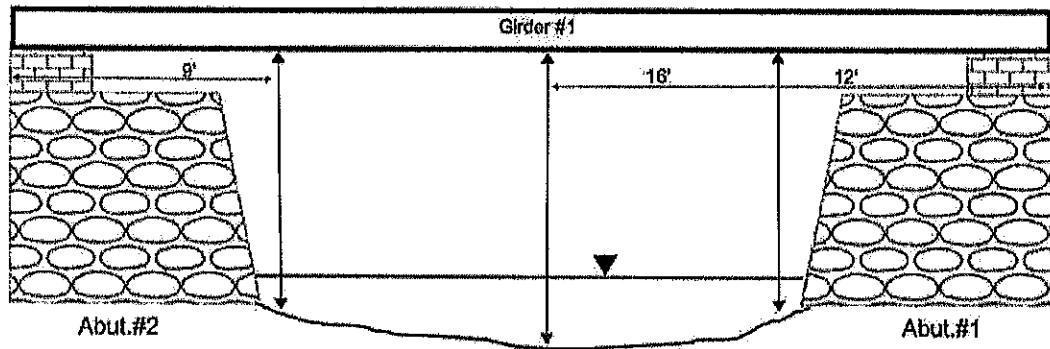
**Sketches**

**Inspection type:** Routine  
**Inspection Date:** 8/01/2022  
**Inspected by:** Team 3

**:Bridge No 07085**

**Town:** HEBRON  
**Carried:** Grayville Road  
**Crossed:** Jeremy River  
**Inventory Route:** Non-NHS

CREW: Team # 3	DATE: 08-01-2022	BRIDGE NO.: 07085
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08-01-2022	5'-09"	6'-10"	5'-07"
▽ = Freeboard 4'-01"			

North (Inlet) Elevation of Bridge  
 NTS

REVISION $\Delta$	DATE:	CREW:	REVISION $\Delta$	DATE:	CREW:
REVISION $\Delta$	DATE:	CREW:	REVISION $\Delta$	DATE:	CREW:

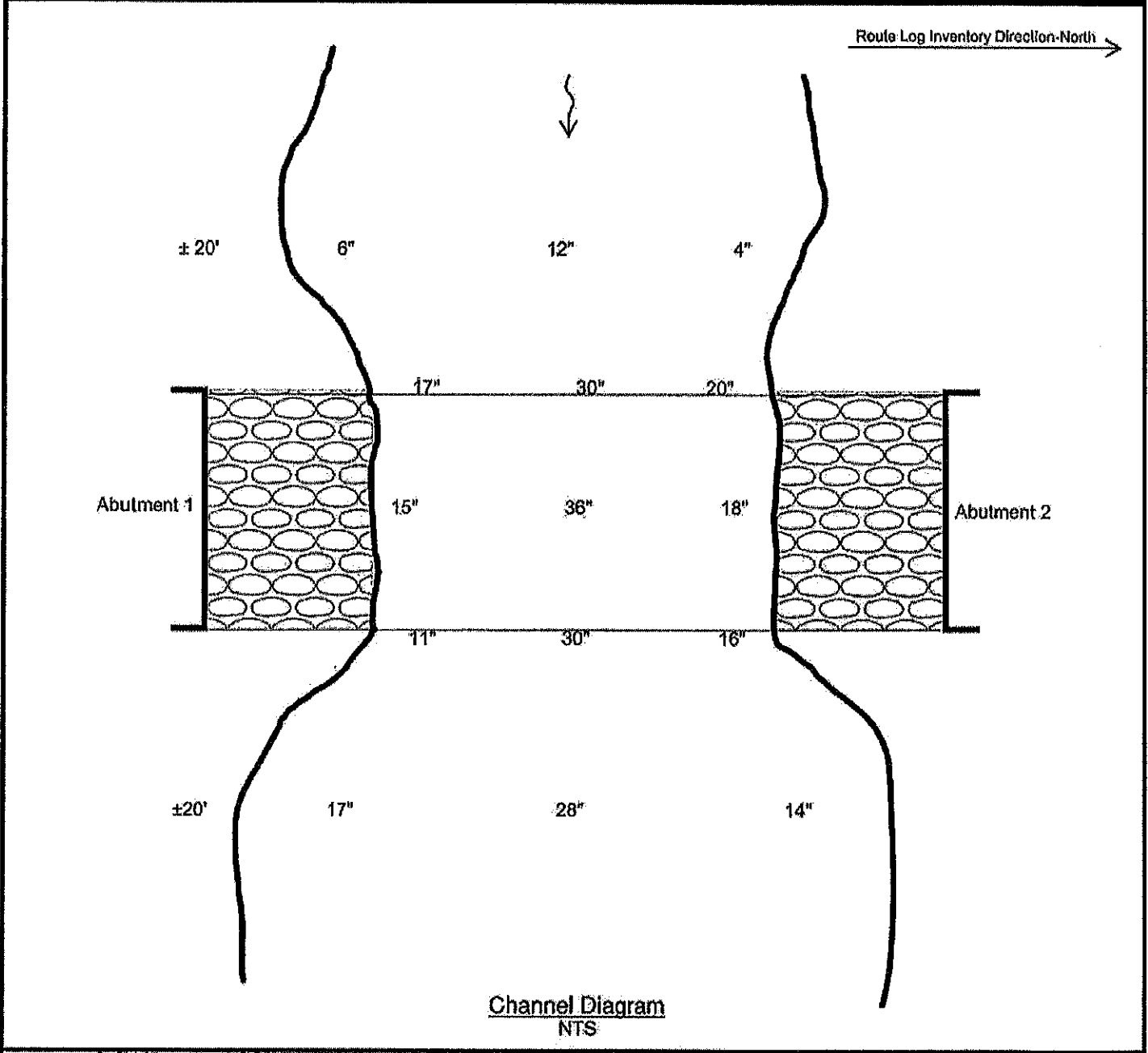
**Sketches**

Inspection type: Routine  
 Inspection Date: 8/01/2022  
 Inspected by: Team 3

:Bridge No 07085

Town: HEBRON  
 Carried: Grayville Road  
 Crossed: Jeremy River  
 Inventory Route: Non-NHS

CREW: Team # 3	DATE: 08-01-2022	BRIDGE NO.: 07085
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REVISION	DATE	CREW	REVISION	DATE	CREW
REVISION	DATE	CREW	REVISION	DATE	CREW

Form: Asset Photos  
Inspection type: Routine  
Inspection Date: 8/01/2022  
Inspected by: Team 3

:Bridge No 07085

Town: HEBRON  
Carried: Grayville Road  
Crossed: Jeremy River  
Inventory Route: Non-NHS

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Photo Number: 1

North Elevation (Inlet)

Photo Taken: 08/01/2022



Photo Number: 2

South elevation

Photo Taken: 08/01/2022

Form: Asset Photos  
Inspection type: Routine  
Inspection Date: 8/01/2022  
Inspected by: Team 3

:Bridge No 07085

Town: HEBRON  
Carried: Grayville Road  
Crossed: Jeremy River  
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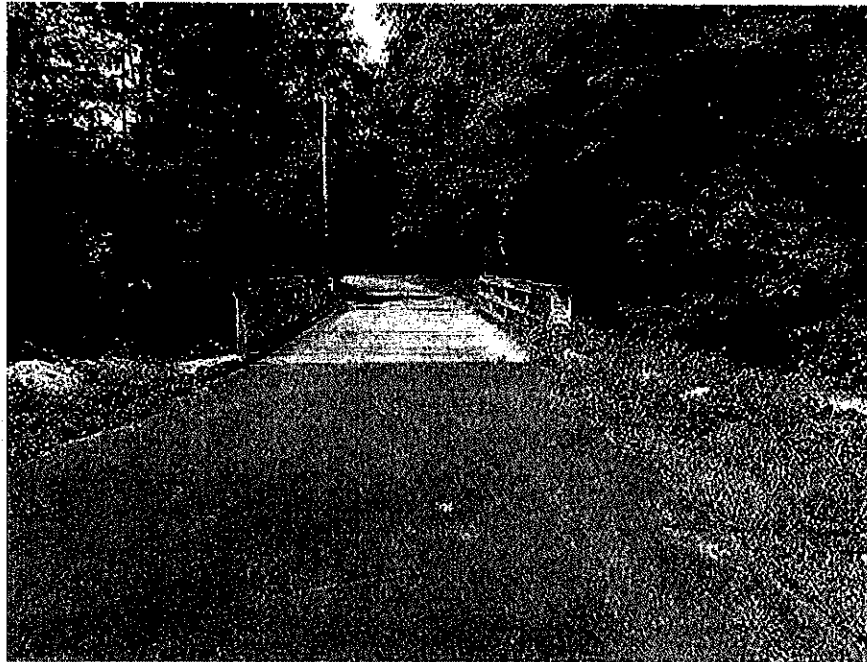


Photo Number: 3

Photo Taken: 08/01/2022

Looking west over structure



Photo Number: 4

Photo Taken: 08/01/2022

Looking east over structure



Form: Asset Photos  
Inspection type: Routine  
Inspection Date: 8/01/2022  
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:Bridge No 07085

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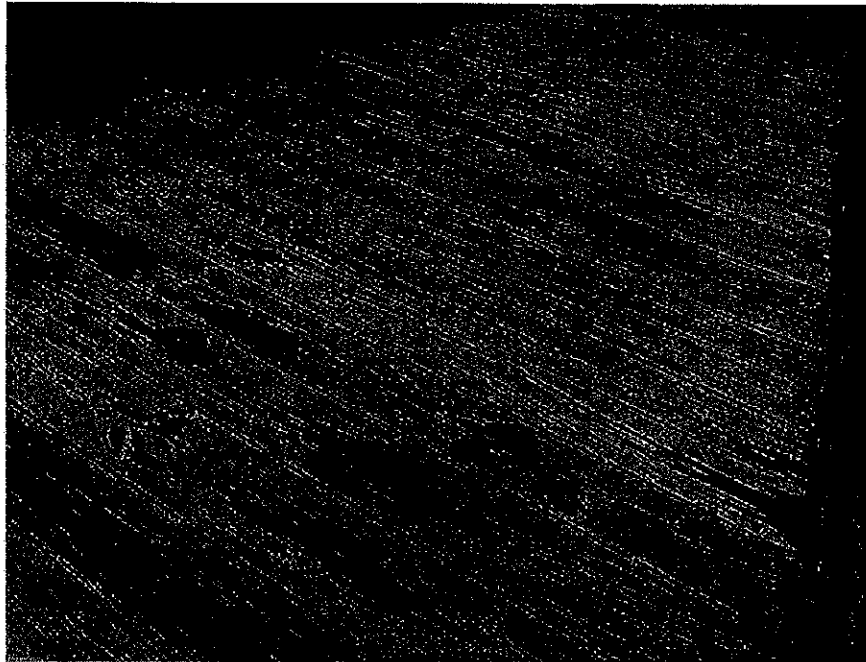


Photo Number: 5

Photo Taken: 08/01/2022

General view of timber deck wearing surface

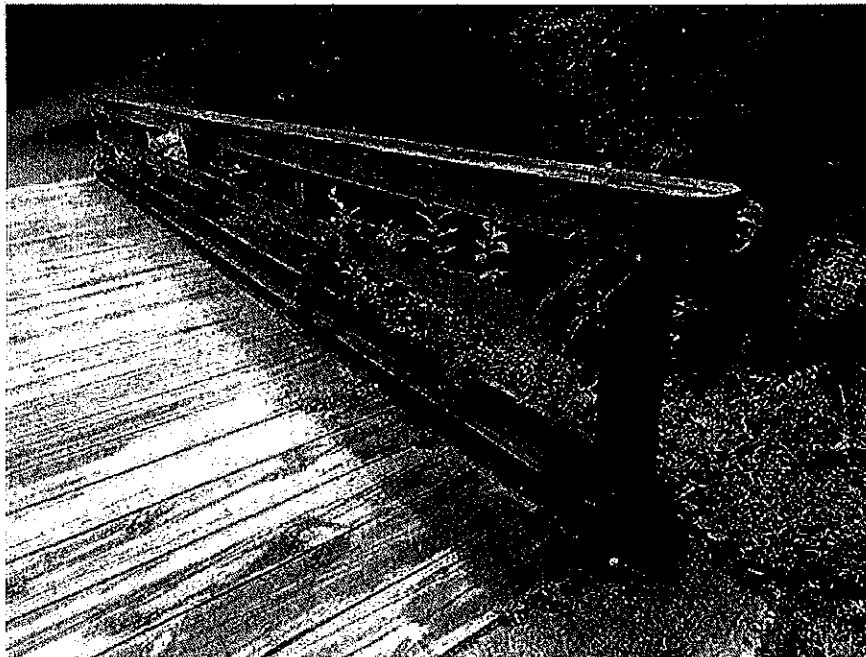


Photo Number: 6

Photo Taken: 08/01/2022

Timber bridge rail along south

Form: Asset Photos  
Inspection type: Routine  
Inspection Date: 8/01/2022  
Inspected by: Team 3

:Bridge No 07085

Town: HEBRON  
Carried: Grayville Road  
Crossed: Jeremy River  
Inventory Route: Non-NHS

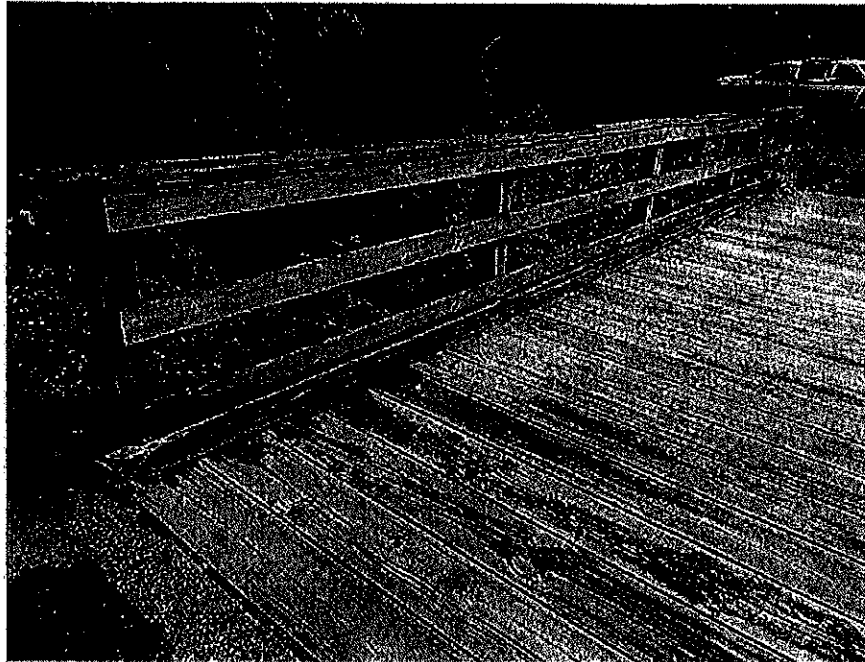


Photo Number: 7

Photo Taken: 08/01/2022

Timber bridge rail along north

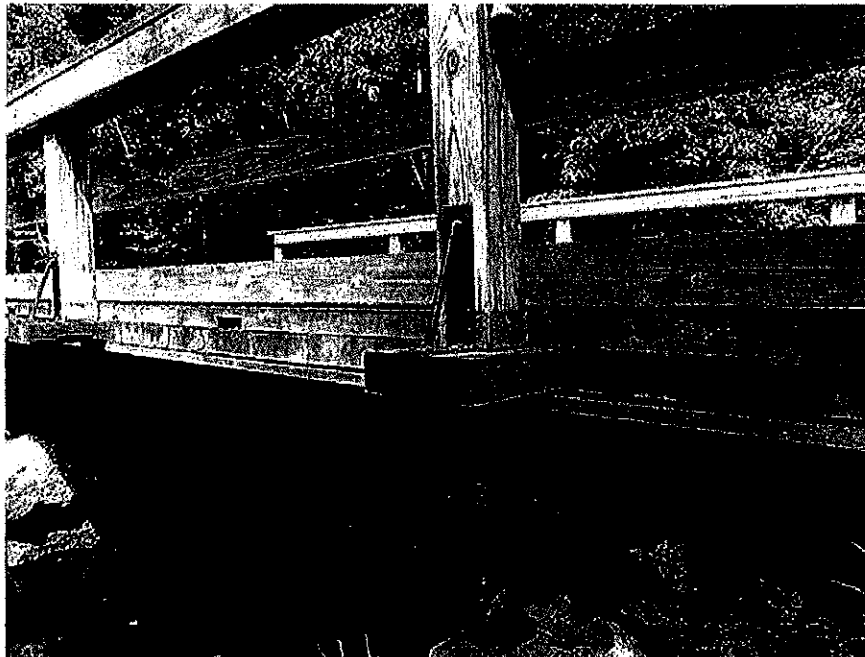


Photo Number: 8

Photo Taken: 08/01/2022

Typical cantilever support along bridge rail

Form: Asset Photos  
Inspection type: Routine  
Inspection Date: 8/01/2022  
Inspected by: Team 3

:Bridge No 07085

Town: HEBRON  
Carried: Grayville Road  
Crossed: Jeremy River  
Inventory Route: Non-NHS

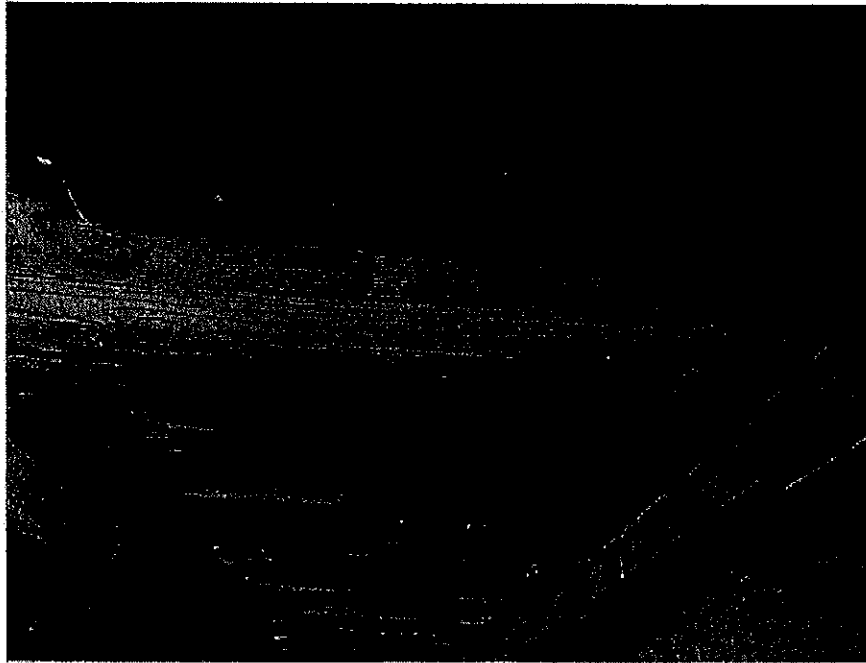


Photo Number: 9

Photo Taken: 08/01/2022

General view of underside of timber deck



Photo Number: 10

Photo Taken: 08/01/2022

Deck anchor bolts through top flanges with severe section loss

Form: Asset Photos  
Inspection type: Routine  
Inspection Date: 8/01/2022  
Inspected by: Team 3

:Bridge No 07085

Town: HEBRON  
Carried: Grayville Road  
Crossed: Jeremy River  
Inventory Route: Non-NHS



Photo Number: 11

Photo Taken: 08/01/2022

General view of superstructure configuration



Photo Number: 12

Photo Taken: 08/01/2022

Beam # 4 south face. Note heavy laminar rust along top & bottom flanges full length

Form: Asset Photos  
Inspection type: Routine  
Inspection Date: 8/01/2022  
Inspected by: Team 3

:Bridge No 07085

Town: HEBRON  
Carried: Grayville Road  
Crossed: Jeremy River  
Inventory Route: Non-NHS

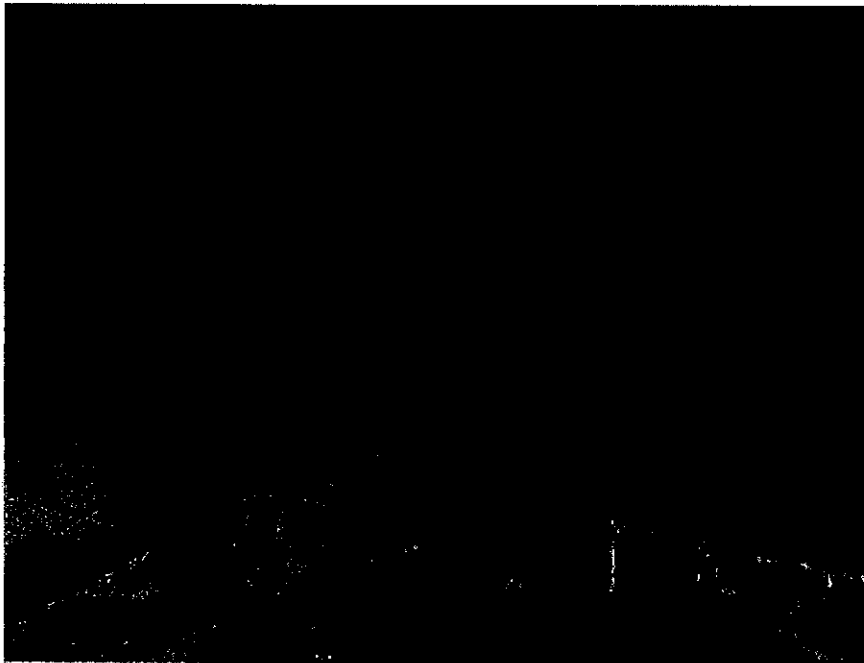


Photo Number: 13

Photo Taken: 08/01/2022

Beam end encased with concrete blocks. Beam # 4 shown at Abutment 1 south face

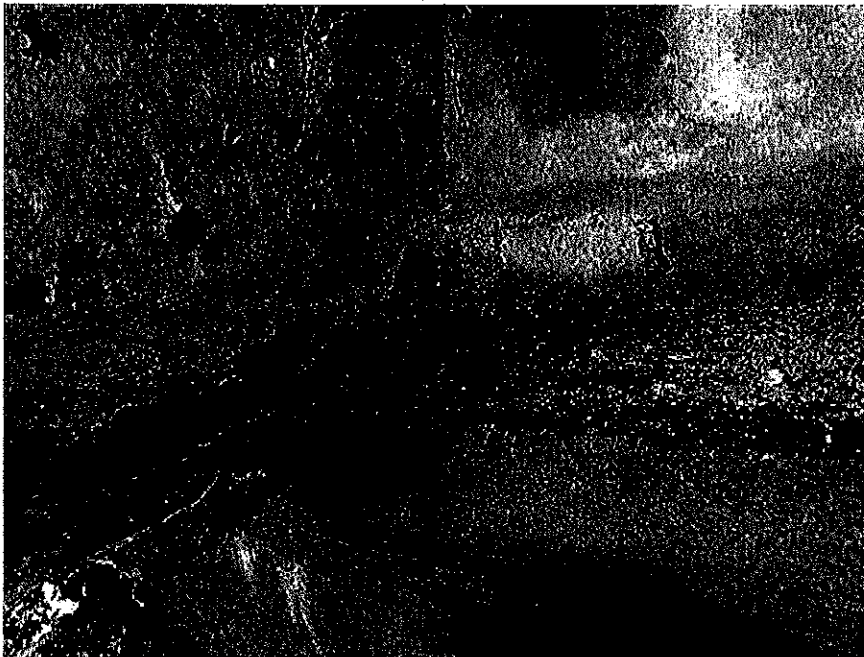


Photo Number: 14

Photo Taken: 08/01/2022

Beam # 4 at Abutment 1 north face with heavy laminar rust

Form: Asset Photos  
Inspection type: Routine  
Inspection Date: 8/01/2022  
Inspected by: Team 3

:Bridge No 07085

Town: HEBRON  
Carried: Grayville Road  
Crossed: Jeremy River  
Inventory Route: Non-NHS

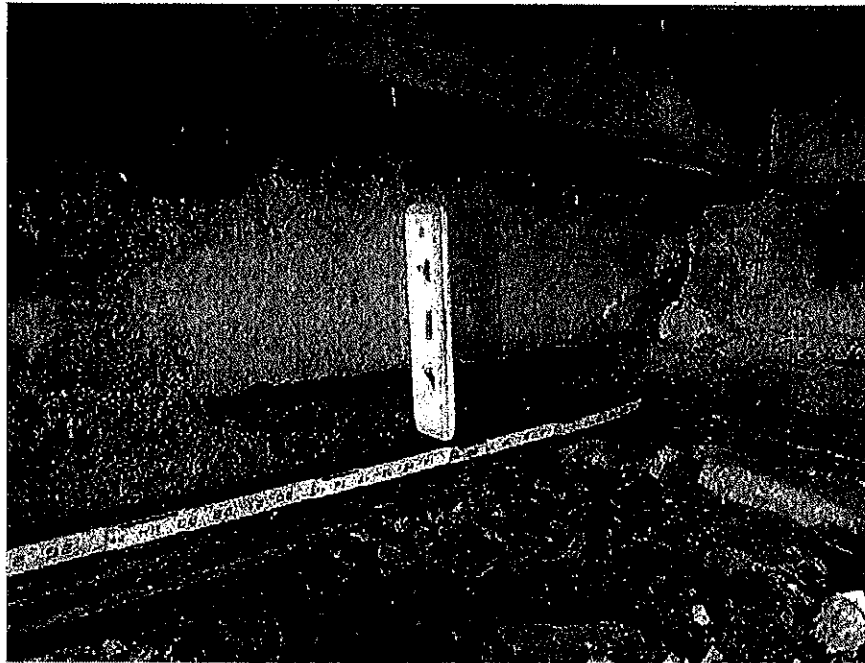


Photo Number: 15

Photo Taken: 08/01/2022

Beam # 4 at Abutment 2 south face section loss in web and bottom flange

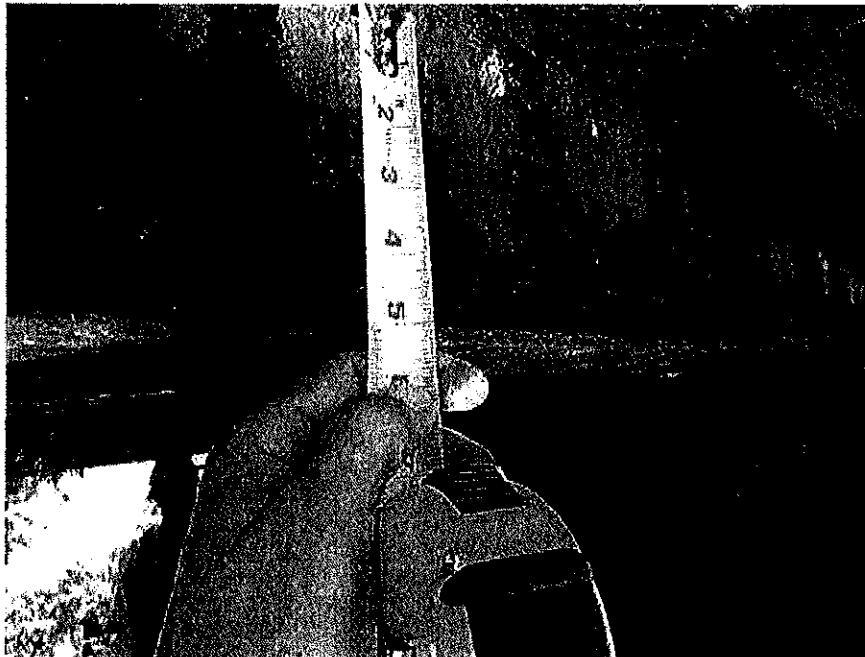


Photo Number: 16

Photo Taken: 08/01/2022

Beam # 4 south face bottom flange ±12 feet from Abutment 1 (near midspan) with section loss.

Form: Asset Photos  
Inspection type: Routine  
Inspection Date: 8/01/2022  
Inspected by: Team 3

:Bridge No 07085

Town: HEBRON  
Carried: Grayville Road  
Crossed: Jeremy River  
Inventory Route: Non-NHS



Photo Number: 17

Photo Taken: 08/01/2022

Beam # 3 south face bottom flange with section loss.

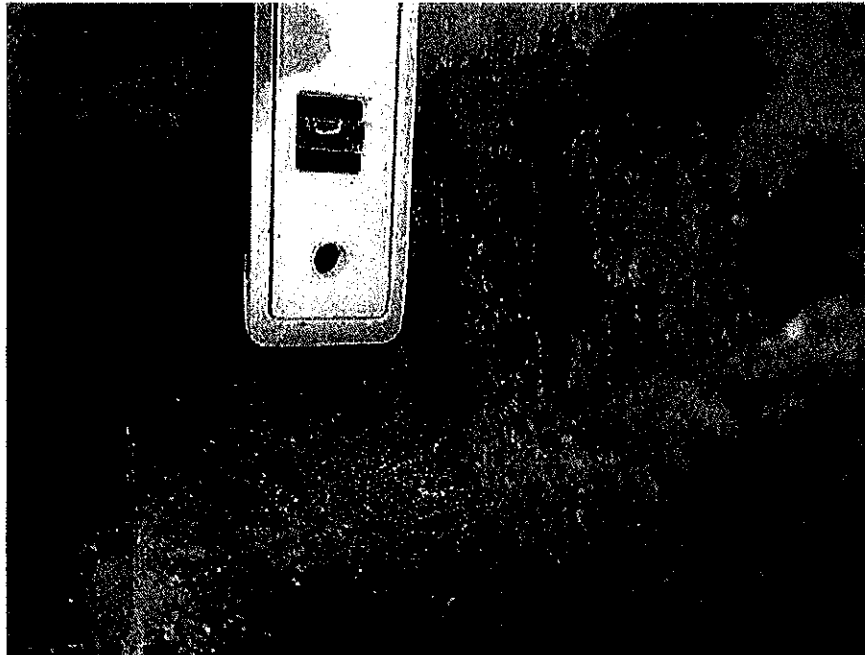


Photo Number: 18

Photo Taken: 08/01/2022

Beam # 3 south face web near Abutment I with section loss.

Form: Asset Photos  
Inspection type: Routine  
Inspection Date: 8/01/2022  
Inspected by: Team 3

:Bridge No 07085

Town: HEBRON  
Carried: Grayville Road  
Crossed: Jeremy River  
Inventory Route: Non-NHS



Photo Number: 19

Photo Taken: 08/01/2022

General view of beam # 2 south face



Photo Number: 20

Photo Taken: 08/01/2022

Beam ends bay # 2 at Abutment 1



Form: Asset Photos  
Inspection type: Routine  
Inspection Date: 8/01/2022  
Inspected by: Team 3

:Bridge No 07085

Town: HEBRON  
Carried: Grayville Road  
Crossed: Jeremy River  
Inventory Route: Non-NHS

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Photo Number: 21

General condition of abutment # 1

Photo Taken: 08/01/2022



Photo Number: 22

General condition of abutment t# 2

Photo Taken: 08/01/2022

**Form: Asset Photos**  
**Inspection type:** Routine  
**Inspection Date:** 8/01/2022  
**Inspected by:** Team 3

**:Bridge No 07085**

**Town:** HEBRON  
**Carried:** Grayville Road  
**Crossed:** Jeremy River  
**Inventory Route:** Non-NHS

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Photo Number: 23

Looking downstream

Photo Taken: 08/01/2022



Photo Number: 24

Looking upstream

Photo Taken: 08/01/2022

## CAPITAL PROJECTS/INFRASTRUCTURE REQUEST

Request Prepared By: Kevin Kelly

Contact Person for Questions: Kevin Kelly

Department: Public Works Department

Date Prepared: 09/22/22

1. Project Title: **NEW PUBLIC WORKS ROOF**

2. Department Priority:

5

3. Purpose of Project Request Form (check one)

<input checked="" type="checkbox"/>
<input type="checkbox"/>

Add a new item to the program  
Modify a project already in the program

<input type="checkbox"/>
<input type="checkbox"/>

Continue a CIP request in the same year  
Delete an item already a part of the program

4. Location: Public Works Department

5. Description: Public Works Facility Needs a New Roof (the upper and lower garage)

(If this request is part of a regular equipment replacement program, please attach a copy of that schedule.)

6. Justification and Useful Life: Replace due to age

7. Requested Cost Estimates for:

2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	2028-2029
\$ <b>95,000.00</b>					

If your estimate is indexed for inflation, indicate the adjustment percent (%) used or method of deriving the calculated future cost:

8. Project Cost Summary:

Equipment Acquisition:	
Property Acquisition:	
Planning / Engineering / Legal:	
Construction:	
Furnishings / Equipment:	
Contingency / Other:	
<b>TOTAL COST:</b>	<b>\$ 95,000.00</b>

9. Recommended Method of Financing:

	%
Taxes / Current revenues:	
Grants:	
Finance - Lease:	
Bonds:	
Capital reserve:	
Other:	
<b>TOTAL FINANCING:</b>	<b>\$ 95,000.00</b>

10. Please review the funding priorities in the CIP Policy Document. What priority(ies) does your request fall under and write a brief description as to how your request meets the CIP criteria for priority funding.

11. If the project funding is over several years, outline the schedule for completing the project, and what work has been done in prior years, including studies or other planning.

12. Reserved:

CIP Action:

Funding Recommendation:

BOS Action:

BOF Action:

Town Manager Review:        /        /

(complete one sheet for each request)

**DZEN SHEET METAL CONTRACTORS INC.**  
**74 RANNEY STREET**  
**EAST HARTFORD, CT 06108**  
**PHONE: (860) 528-4660**

CONN. LICENSE #576765

**PROPOSAL**

**DATE:** February 20, 2023

**PROJECT:** Town of Hebron Public Works  
550 Old Colchester Road  
Hebron, CT 06231

**To:** Town of Hebron Public Works Department  
550 Old Colchester Road  
Hebron, CT 06231

**Atten:** Kevin J. Kelly  
**Phone:** 860-228-2871  
**Email:** [kkelly@hebronct.com](mailto:kkelly@hebronct.com)

TWO SIDE BY SIDE METAL ROOFS

**SUBMITTED BY:** Joe Costanzo for Dzen Sheet Metal Contractors Inc.

1. Remove and recycle existing exposed fastener metal roofs.
2. Install a 24-gauge commercial grade steel Everlast PBR roof system.

\*COST: \$39,235.00 - Tax Exempt

\*Due to high volatility in material prices and issues with availability of materials, the price provided in this proposal is subject to change, and performance of the work may be delayed if materials are unavailable or if delivery is delayed.

**DZEN SHEET METAL CONTRACTORS INC.  
74 RANNEY STREET  
EAST HARTFORD, CT 06108  
PHONE: (860) 528-4660**

CONN. LICENSE #576765

**PROPOSAL**

DATE: February 20, 2023

**PROJECT:** Town of Hebron Public Works  
550 Old Colchester Road  
Hebron, CT 06231

To: Town of Hebron Public Works Department  
550 Old Colchester Road  
Hebron, CT 06231

Atten: Kevin J. Kelly  
Phone: 860-228-2871  
Email: [kkelly@hebronct.com](mailto:kkelly@hebronct.com)

MAINTENANCE & COATING MAIN OFFICE BUILDING

SUBMITTED BY: Jim Holmes, for Dzen Sheet Metal Contractors Inc.

1. Clean entire roof of all debris.
2. Check all fasteners and repair as needed.
3. Apply Del-Val 310 white silicone coating over entire roof surface per manufactures specifications.

\*COST: \$11,500.00 - Tax Exempt

\*Due to high volatility in material prices and issues with availability of materials, the price provided in this proposal is subject to change, and performance of the work may be delayed if materials are unavailable or if delivery is delayed.

**TOWN OF HEBRON  
PROPOSED BUDGET 2023-2024**

**DATE PREPARED** 11/02/22  
**PREPARED BY:** Peter J. Starkel

**CAPITAL OUTLAY REQUEST DETAIL**

**DEPARTMENT** Fire  
**DEPT. NO.**

Was this item a denied request in any prior year?    No	Department Priority Priority # <u>  1  </u> of <u>  5  </u>	Classification: Additional Equipment <u>      </u> Replacement <u>      </u>
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Equipment or Other Object of Outlay Expenditure Update Truck 110	(Quantity & Description) 1	A. Estimated Life: extend useful life by an additional 10 years  B. Possible Vendor: First Line Emergency or Gowans Knight
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**Justification for Equipment or Outlay:**

Rather than replacing Truck-110 for an estimated cost of \$1,500,000, the Fire Department proposes updating and freshening up to apparatus. If this vehicle is no longer used as the first line attack piece, we feel that it would not need to be replaced. Thorough inspections and tune ups of the drive and powertrains, ladder, pump, emergency lighting and equipment would, in our opinion, prolong the life of this vehicle.

*2/15/23 - While reviewing Department budget requests, the Town Manager, Finance Manager, and I felt it would be fiscally responsible to reduce the requested capital outlay for this request from \$50,000 to \$20,000 for the 23-24 fiscal year. This will allow us to address the priority and safety issues with this apparatus. Funding for the remaining updates/improvements will be requested in a subsequent fiscal year.*

Is the need for this equipment contingent upon an increase in personnel or are there related costs reflected elsewhere in the budget? No

If yes, please explain:

List equipment to be displaced by above purchase:	Years/Time	Trade	Present Year Repair Costs	Cost Computation	Total
A. Year    B. Make & Model    C. Equipment #	In Use	Value			
2008 Emergency One 75' Aerial, Truck-110	15			A. Purchase Price B. Labor C. Material Gross Cost D. Less Trade-In Net Cost	\$ 20,000

**TOWN OF HEBRON  
PROPOSED BUDGET 2024-2025**

DATE PREPARED 11/02/22  
PREPARED BY: Peter J. Starkel

**CAPITAL OUTLAY REQUEST DETAIL**

DEPARTMENT Fire  
DEPT. NO.

Was this item a denied request in any prior year?    No	Department Priority Priority # <u>  3  </u> of <u>  5  </u>	Classification: Additional Equipment _____ Replacement            X
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Equipment or Other Object of Outlay Expenditure Repair roof at Company 1	(Quantity & Description) 1	A. Estimated Life: 10 Years  B. Possible Vendor: Dzen Roofing
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**Justification for Equipment or Outlay:**

The Fire Department proposes repairing the roof at Company 1, 44 Main Street, as we continue to see signs of age and water leaks. The building is 40 years old, and the roof appears to be degrading. We would like to proactively make repairs to avoid catastrophic failures.

Is the need for this equipment contingent upon an increase in personnel or are there related costs reflected elsewhere in the budget? No

If yes, please explain:

List equipment to be displaced by above purchase:	Years/Time	Trade	Present Year Repair Costs	Cost Computation	Total
A. Year    B. Make & Model    C. Equipment #	In Use	Value		A. Purchase Price B. Labor C. Material Gross Cost D. Less Trade-In Net Cost	\$
Company 1 roof repairs	40 years		25,000.00		25,000

**DZEN SHEET METAL CONTRACTORS INC.  
74 RANNEY STREET  
EAST HARTFORD, CT 06108**

**PHONE: (860) 528-4660**

CONN. LICENSE #576765

**PROPOSAL**

**DATE:** November 30, 2022

**To: Hebron Fire Dept  
44 Main ST  
P.O. Box 911  
Hebron, CT 06248**

**ATTN:** Dave Thurz  
**Email:** dthurz@hebronfd.com

**SUBMITTED BY:** James Holmes for Dzen Sheet Metal Contractors Inc.

1. Check all roof protrusion and reflash as needed.
2. Install new Ice/Snow taps above overhead doors.
3. Apply Del-Val 310 white Elastomeric Roof Coating per manufacturers specs.

**\*\*Budget Cost: \$25,00.00**

**\*\*Due to high volatility in material prices and issues with availability of materials, the price provided in this proposal is subject to change, and performance of the work may be delayed if materials are unavailable or if delivery is delayed.**



**TOWN OF HEBRON  
PROPOSED BUDGET 2023-2024**

DATE PREPARED 11/14/22  
PREPARED BY: Craig Bryant

**CAPITAL OUTLAY REQUEST DETAIL**

DEPARTMENT Parks & Rec  
DEPT. NO. 32

**Truck Replacement**

Was this item a denied request in any prior year? <u>N</u>	Department Priority Priority # <u>3 of 5</u>	Classification: Additional Equipment Replacement <u>X</u>
Equipment or Other Object of Outlay Expenditure (Quantity & Description)    A. Estimated Life: <u>&gt;5 years</u> Truck Replacements (2)    B. Possible Vendor: <u>State of CT Surplus</u>		
Justification for Equipment or Outlay: Replacement of two Parks Department pickup trucks Ford 550 Super Duty is a converted DPW truck with over 20 years of service and is kept close to the office due to maintenance issues Ford 150 is reaching 180,000 miles, expiencing issues with trasmission, body rust, lack of A/C, on top of other maintenance issues Pickup trucks are required to haul and transport all equipment used offsite When one vehicle is down for maintenance, Recreation staff is left without a Town vehicle Would look at State of CT Surplus to upgrade vehicles		
Is the need for this equipment contingent upon an increase in personnel or are there related costs reflected elsewhere in the budget? <u>No</u>  If yes, please explain:		
List equipment to be displaced by above purchase:	Years/Time	Trade
A. Year    B. Make & Model    C. Equipment #	In Use	Value
A. 2000    B. Ford 550 Super Duty    C. Truck 40	22	\$2,000
A. 2009    B. Ford 150    C. 1FTMF1EM0DKD29261	13	\$1,000
		Present Year Repair Costs
		Cost Computation
		Total
		A. Purchase Price
		B. Labor
		C. Material
		Gross Cost
		D. Less Trade-In
		Net Cost
		\$ 30,000