

MISSION STATEMENT

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

TOWN OF HEBRON BOARD OF SELECTMEN REGULAR MEETING (VIRTUAL)

Board of Selectmen Regular Meeting

May 18, 2023, 7:00 PM (America/New York)

Please join my meeting from your computer, tablet or smartphone.

<https://meet.goto.com/526379309>

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Thursday, May 18, 2023

7:00 p.m.

AGENDA

Time Guideline

7:00 p.m. 1. CALL TO ORDER

7:00 p.m. 2. PLEDGE OF ALLEGIANCE

7:02 p.m. 3. ADDITIONS AND CHANGES TO THE AGENDA

7:05 p.m. 4. PUBLIC COMMENT

This section of the agenda is reserved for persons in attendance who wish to briefly address the Board. The Board requests that comments be limited to three minutes or less. Persons wishing to comment should type "comment" and your name in the chat box and you will be recognized.

7:15 p.m. 5. GOOD TO KNOW/SPECIAL RECOGNITION

7:20 p.m. 6. APPOINTMENTS AND RESIGNATIONS

- a) Zoning Board of Appeals Appointment
- b) Fire Police Appointment

7:25 p.m. 7. TOWN MANAGER'S REPORT

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

RECEIVED

2023 MAY 12 A 10:50

CDR Asst
HEBRON TOWN CLERK

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7:35 p.m.

8. OLD BUSINESS

- a) American Rescue Plan State and Local Recovery Funds Update
- b) Public Works Building Project Survey Committee Update
- c) Public Works Building Project Next Steps***
- d) Charter Revision Discussion***
- e) 2023-2024 Budget Update
- f) Any Other Old Business

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

7:55 p.m.

9. NEW BUSINESS

- a) Approve MOU with East Haddam for shared services regarding Police Accountability
- b) Award Bid for HVAC Maintenance
- c) Draft Agenda for June 1, 2023 Meeting
- d) Any Other New Business

8:10 p.m.

10. CONSENT AGENDA

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

- a) **APPROVAL OF MINUTES**
10.a.1 May 4, 2023 – Regular Meeting
- b) **TAX REFUNDS**

8:15 p.m.

11. LIAISON REPORTS

- a) AHM Youth Services
- b) Hebron BOE – Gail Richmond
- c) Board of Finance – Peter Kasper
- d) Land Acquisition – Tiffany Thiele
- e) RHAM BOE – Marc Rubera
- f) Parks & Recreation Commission – Peter Kasper
- g) Economic Development Commission – Tiffany Thiele
- h) Hebron Historic Properties Commission – Dan Larson
- i) Commission on Aging/Senior Center – Gail Richmond
- j) Fire Department – Dan Larson
- k) WPCA – Andrew Tierney/Kevin Kelly
- l) Green Committee – Tiffany Thiele
- m) Douglas Library Board of Trustees – Gail Richmond

8:25 p.m.

12. ANTICIPATED EXECUTIVE SESSION

- a) Town Manager Annual Evaluation
- b) Collective Bargaining – The Hebron Supervisors Union

8:55 p.m.

13. ACTION AS A RESULT OF EXECUTIVE SESSION

9:00 p.m.

14. ADJOURNMENT

**TOWN OF HEBRON
BOARD OF SELECTMEN
REGULAR MEETING
MAY 18, 2023**

APPOINTMENTS AND RESIGNATIONS

6.a. Zoning Board of Appeals Appointment

Attached is correspondence from Courtney Hays (D) expressing interest in being appointed to the Zoning Board of Appeals.

Proposed Motion:

Move that the Hebron Board of Selectmen appoint Courtney Hays as a regular member of the Zoning Board of Appeals to a term to run until December 2025.

6.b. Fire Police Appointment

Proposed Motion:

Move that the Hebron Board of Selectmen appoint Patricia Ayars as Fire Police with a term to run until January 31, 2025.

May 2, 2023

The Town Manager's Office
Town of Hebron
15 Gilead Street
Hebron, CT 06248

Via email mbordeaux@hebronct.com
Town Planner: Matthew Bordeaux
15 Gilead Street
Hebron, CT 06248

To Whom it May Concern:

This letter is to express my interest in the vacancy on the Zoning Board of Appeals as a regular member. I was able to attend the meeting on May 2, 2023 and learn more about the position. By way of background, I am an attorney and previously worked on cases regarding zoning appeals in the New Haven area.

Please let me know if you have any questions or need any further information. I can be reached at (860) 333-3724 or hayscourtney91@gmail.com.

Thank you,

/e/ *Courtney Hays*
Courtney Hays





Hebron Fire Department


FIRE POLICE APPOINTMENT

The undersigned hereby appoints Patricia Ayars of 51 Elizabeth Dr. Hebron, CT 06248 to serve as a Fire Police person for the Hebron Fire Department, Hebron, Connecticut. This appointment is effective as of the date hereof and shall expire on January 31, 2025 unless sooner revoked.

Said appointee shall serve in accordance with Section 7-313a of the Connecticut General Statutes, and the Fire Police Standard Operating Guideline of the Hebron Fire Department.

Dated at Hebron, Connecticut, this 9th day of May, 2023.

Andrew Tierney
Hebron Town Manager



Peter J. Starkel
Hebron Fire Chief

I hereby accept my appointment as a member of the Fire Police of the Hebron Fire Department in accordance with the aforesaid Appointment.

Dated at Hebron, Connecticut, this ____ day of _____, _____.

Signature of Appointee

44 Main Street
PO Box 911
Hebron, CT 06248-0911
(860) 228-3022
fax (860) 228-0711
secretary@hebronfd.com
www.hebronfd.com

CORRESPONDENCE



Lieutenant Adam Litwin #064
Commanding Officer



Master Sergeant Shawn Mansfield #078
Executive Officer

STATE OF CONNECTICUT
DEPARTMENT OF EMERGENCY SERVICES AND PUBLIC PROTECTION
CONNECTICUT STATE POLICE
TROOP K - COLCHESTER

May 9, 2023

Mr. Tierney
Town Manager
15 Gilead Road
Hebron, CT 06048

Dear Mr. Tierney

This correspondence is an effort to keep you apprised of the monthly police services occurring within the Town of Hebron.

During the month of **April 2023**, the Hebron Resident Trooper as well as Troop K Troopers responded to **181** Calls for Service in the Town of Hebron. Of these Calls for Service the most notable are:

Accidents: 4
Burglaries: 0
Larcenies: 1
Other Criminal: 3
Other Non-Criminal: 1
Medical Assists: 3
Non-reportable Matters: 148
Other Noteworthy Events (List):

- 04/27/2023 - Hebron Elementary School – Internet safety & cyberbullying presentation.

In addition to the above investigations, Troopers conducted the following motor vehicle enforcement:

DUI: 2
MV Stops: 19

Respectfully,

LT Adam Litwin #064

Lieutenant Adam Litwin #064
Commanding Officer
Connecticut State Police – Troop K

15a Old Hartford Road
Colchester, CT 06415
Phone: (860) 465-5400
Fax: (860) 465-5450

May 1, 2023

Board of Selectmen and
Hebron Public Building Committee
c/o Donna Lanza
Town Office Building
15 Gilead Street
Hebron, CT 06248



Dear Selectmen Larson, Richmond, Kasper, Thiele, and Rubera
and Members of the Hebron Public Building Committee:

Before we set out what we hope will be helpful information to you, we want to acknowledge the amount of effort you have put into the process of identifying and evaluating sites for the possible placement of a new Public Works facility or facilities. You must be exhausted and even disheartened, at times. The Green Committee, by this cover letter and attached information, does not intend to add to the challenges you face. Rather it is our hope that the information we provide will help you further the process and achieve the selection of the best possible site (or sites) for the environment and the Town.

After much discussion, research, and review of available information, the Hebron Green Committee would like to express some of our concerns regarding the proposed location of the new Hebron Department of Public Works (DPW) facility between John Horton Boulevard and Kinney Road. While we fully understand that the Town of Hebron is in dire need of a new DPW facility, and we acknowledge the considerable amount of time and effort that have gone into the site selection process, we are not convinced that the Kinney Road location is optimal for the proposed activity.

The operation of the new DPW facility entails activities such as salt storage and handling, truck maintenance operations, fuel storage and dispensing, and other related activities which have the potential to be detrimental to the environment. As you have acknowledged, a new DPW facility is required to be built and operated to the most up-to-date standards required by law and by Department of Energy and Environmental Protection (DEEP) permits. However, as we all know, even at well designed, constructed, and operated facilities, accidents happen, and small releases of pollutants can, over time, cause major problems. This is why we are concerned about the long-term effects of these activities on the quality of the surface water and ground water, including future water supplies in the area, regardless of the standard of the design and construction of the new DPW facility.

We are aware of the challenges presented by all properties evaluated so far and recognize that the existing location on Old Colchester Road presents issues of its own. Nevertheless, the Committee is not altogether certain that problems posed by the Old Colchester Road site are so insurmountable as to rule out this location, possibly including the Eversource property, for at least those activities of greatest environmental concern. The Old Colchester Road site is undoubtedly already contaminated, and while no amount of pollution is acceptable, it is much better to minimize the number of potentially impacted sites in town.

We understand that more information is continually being made available by the Town and others, and we may provide further input as the consideration of a new Public Works facility continues. Again, it is the Green Committee's hope that the information following this cover letter will be of assistance to you in finding a more appropriate site or sites.

Thank you for considering our comments on these important issues for the Town of Hebron. We appreciate the good work you do for our Town to do what is best for Hebron.

Sincerely,

The Hebron Green Committee



GROUNDWATER

As an environmental committee of the town, it is probably no surprise that protecting groundwater, a finite resource, is a priority and the first thing we would like to discuss.

The groundwater at and around 17 Kinney Road is classified as "GA"¹ and the site is characterized by high groundwater.² According to DEEP's water quality regulations,³ it is the policy of DEEP to maintain or restore all groundwater in such areas to its natural quality.⁴ The "GA" groundwater classification is for groundwater within the area of existing private water supply wells or an area with the potential to provide water to public or private water supply wells. DEEP presumes that groundwater in such an area is, at a minimum, suitable for drinking or other domestic uses without treatment.⁵

As proposed, the activities that are currently carried out by the Public Works' staff at Old Colchester Road will continue on the Kinney Road site. These activities may include, but are not limited to:

- Storage of salt and calcium chloride
- Installation and use of oil water separator
- Vehicle and equipment wash bay
- Vehicle maintenance
- Stormwater discharges
- Above ground fuel storage
- Oil/hydraulic fluid storage
- Flammable liquids
- Fuel station
- Fluids for vehicle and equipment maintenance (e.g., antifreeze, oil)
- Pesticides / herbicides
- Road construction materials and substances
- Paint and paint solvents
- By-products of welding⁶

While any of the above noted activities, chemicals, solvents, or refined liquid fuels can adversely impact the GA-classified groundwater in this area, salt in groundwater can be difficult, if not impossible to remove. Salt dissolves easily with precipitation and moves freely through soil to groundwater and can persist for a long time.⁷ In high enough concentrations, salt in drinking water can corrode pipes, pumps and fixtures and release metal ions (such as lead and copper) into the water. Salt in drinking water can also worsen health conditions, such as hypertension (even with low concentrations) and kill plants when such water is used to water lawns and gardens.⁸



As we certainly all know, we live in an area of the country where snow and ice are a yearly occurrence and effective alternatives to the use of road salt that are both safe and cost effective are currently unavailable. And even though the construction of a new Public Works' facility must, according to law and issued permits, comply with Best Management Practices (BMPs), they cannot prevent accidental spills, mistakes, negligent maintenance and use of storage areas, improper handling or mishandling of salt, the failure to follow proscribed procedure, and the consequences of extreme weather.⁹

In addition to the salt shed, there are two other possible ways that salt can reach Hebron's groundwater. First, there is the salt that would be placed on roads (for the Kinney Road site, this would be Horton Boulevard and its extension to Kinney Road) during weather events, creating a new conduit for salt to enter the wetlands and groundwater in the area.¹⁰ The second is the use, maintenance, and washing of trucks after snow removal or de-icing procedures, which can generate saline water or can spill salt that can run off into the environment.¹¹ We understand there are Best Management Practices (BMPs) in place to combat some of these issues, but adding more surfaces (e.g., the extension from Horton Boulevard to Kinney Road) adds additional surface area for runoff and BMPs only work when the best management practices are strictly followed and there is no intervening accident, mistake, or negligence.

It is generally accepted that groundwater moves in the same direction as the topography above it. Activity upland of drinking water wells, can affect wells that are downhill.¹² Since the topography at the proposed site is upland from drinking water wells and potential future drinking water wells, if salt or other toxins from the proposed site leach into the groundwater, existing and future drinking water wells may be affected.¹³ Another factor to the movement of groundwater is fractures in bedrock. Fractures underlie the Kinney Road site.¹⁴ Fractures present a unique problem in locating and controlling contaminants because they are generally randomly spaced and do not follow the contours of the land surface or the hydraulic gradient.¹⁵

The Committee understands that a considerable amount of Hebron sits on top of "GA" groundwater and, therefore, the facts set forth above apply equally to other locations. No location is perfect, but serious consideration should be given to locating the highest risk activities in an area where the groundwater has already been impaired, such as on property designated as "GA-may not meet current standards." The groundwater at the existing Public Works facility site is so designated¹⁶ and we discuss this site more fully below.

Now, more than ever as the impacts of climate change become more frequent and more severe, we need to work together to protect Hebron's drinking water supplies. We are fortunate that in adopting



the existing POCD, the Planning and Zoning Commission already anticipated the need to plan for and guide town action in the face of this reality.¹⁷

Only a few years ago, in May 2018, the largest well that provides most of the water to the Hebron Center and the Mill Stonecroft system, unexpectedly had an insufficient amount of water.¹⁸ By June 2018, the Commissioner of Public Health declared a public drinking water supply emergency in the Town Center and shortly after, Connecticut Water placed a water ban on outdoor water usage.¹⁹ It wasn't until December of that year that the ban was lifted due to a new connection near Country Manor on Wall Street and a new water source on Wall Street.²⁰ Fortunately, a water supply, drinkable without treatment, was available from the Country Manor system until the new water source was installed.²¹

More recently, droughts have affected water supply.²² Due to climate change, drought conditions are predicted to occur with increasing frequency.²³ There should be no doubt, that our potable drinking water supplies need to be protected.

EXISTING DEPARTMENT OF PUBLIC WORKS FACILITY

For many years, the Town of Hebron has recognized the need for better working conditions for Public Works' employees and the need for facility improvements for the Town's public works' functions.²⁴ Located at 550 Old Colchester Road, the current facility has multiple physical and functional issues.²⁵

What makes this site unique from others in our town is unlike most of the groundwater in Hebron, the groundwater below the existing site is considered impaired such that it may need treatment to be drinkable.²⁶ We recognize that the existing site may not meet the space needs for a new DPW facility and poses challenges of its own. Due to the current groundwater designation from activities already on the property, such as the closed landfill, however, this site is a better alternative for the higher risk DPW activities as outlined in the 'Groundwater' section above, such as salt storage, chemical and fuel storage/distribution, vehicle washing, and housing road maintenance materials.

While researching alternative solutions and long term effects of salt storage, including Hebron's own facilities, we learned that the existing salt sheds have never been inspected by DEEP²⁷ which means the town is not currently in compliance with parts of the Town's Municipal Separate Stormwater System Permit (MS4 Permit).²⁸ It posed a challenge for us when determining potential long term consequences of a new site, as there is no up-to-date information to use for comparison within Hebron.

This information would be helpful as a predictor for what risks operations might hold, and what



practices of mitigation have been successful. We also learned from last week's Town Management Report, that DEEP is soon to be inspecting facilities in Hebron, and are hoping that it will provide some baseline indicators of current facilities so we can better gauge long-term effects. We understand that the proposed facility on Kinney will be vastly different than the facilities we currently have, but as we mentioned in the 'Groundwater' section, salt is an extremely dissolvable substance that has the ability to go where it is not wanted no matter how guarded.

PLAN OF CONSERVATION AND DEVELOPMENT

The Hebron Plan of Conservation and Development (POCD) recognizes the importance of protecting our water supplies.²⁹ The POCD discusses the "[p]reservation and protection of Hebron's finite ground water resources and their recharge areas" as a Town goal.³⁰ This aligns with DEEP's direction that "[p]reventing contamination is the single most effective way to protect our groundwater supplies."³¹ And though it is our understanding that our POCD is a guidance document, it was written to be a roadmap to follow for guiding future land use decisions.³²

Hebron's Plan of Conservation and Development also states:

- "One of Hebron's most important resources is its underground drinking water supply. ... [A]ll of Hebron's population depends on its underground water supply for its drinking water."³³
- "Stratified drift aquifers are the most productive sources of groundwater and experts in the field see these as the State's most likely source of future drinking water supplies. As such, these areas should be protected from all sources of contamination."³⁴
- Objective: "[T]he Town relies entirely on private and small community wells tapping primarily low yielding bedrock aquifers. Land use types and densities should be compatible with the need to protect these on-site water supplies."³⁵
- Objective: "Protect important existing and potential water supply aquifers from land uses that pose high water quality risk."³⁶
- Goal: Re the Town Center – supports a sound commercial district that "does not adversely affect water supplies."³⁷

These statements are more than wishful thinking. They are to be considered in all land use decision-making.³⁸ As members of a town board and committee making land use decisions, we encourage you (and the Planning and Zoning Commission) to consider all relevant POCD provisions. As noted in the Plan itself, the "Plan is designed to be a working tool for those who will use it – the Town boards and commissions that establish Town land-use policies and procedures."³⁹ According to the POCD, "[o]ur purpose is to provide both a vision and a pragmatic road map that will be used on an ongoing



basis to guide the future of our town.”⁴⁰ This Plan, consistent with § 8-23 of the Connecticut General Statutes, recognizes Hebron’s dependence on pristine groundwater and the need to make land use decisions consistent with its protection and preservation.⁴¹ The fact that the POCD talks about the Public Works Facility does not mean the other applicable sections of the POCD can be ignored.

ALTERNATIVES AND SOLUTIONS

As a committee, who likely spends more time down at the current DPW facility than most, we know firsthand how dire the need for a new facility is. We also acknowledge the dedication it is taking, especially by the Building Committee, to find an appropriate place for the much-needed DPW facility or facilities, and the difficulty of pivoting away from the Kinney Road site when so much time, effort, and funding has already gone into the exploration of this site. Thankfully, it appears that alternatives exist that have a corresponding reduced risk of adverse or potentially adverse environmental impacts. We only have one shot at finding the best site or sites for a new DPW facility/facilities while minimizing environmental impacts. With your leadership, the Town has the opportunity to get this right.

The Green Committee understands that needs or wants can evolve over time, especially when a project is considered for so long, but it would be good environmental practice to consider sharing space (e.g., conference rooms and kitchen and any unused office and garage space at the Town facility at Burnt Hill Park), reducing square footage demands, or both. In fact the Public Building Committee had suggested that “the Town consider locating the “off Season” Storage, the Fueling Station and the Salt Storage at the current Old Colchester Road location. The Offices, and Equipment Garage could then be located adjacent to the current Parks and Rec facilities at Burnt Hill Park.”⁴² And, as has been observed, the “Town would be best served by locating the DPW at both Burnt Hill Park and Old Colchester Road.”⁴³ Consideration to building the administrative spaces up instead of out (consistent with the height limitations in zoning regulations and the Town’s rural character and the reality of firefighting)⁴⁴ will reduce the building’s footprint while also reducing the potential noise pollution⁴⁵ in the currently undeveloped Kinney location. It would also preserve more open space among other benefits.⁴⁶

Regardless of the future re-orientation of the buildings at the Old Colchester Road site, we recognize that the same potential for environmental problems would exist there as they would exist at any other site in Town. However, the Old Colchester Road site is already, undoubtedly impacted by existing and past operations, including the old landfill. While no amount of pollution is acceptable, it is *much better* to minimize the number of potentially impacted sites in town. While not many impacted sites exist in Hebron, there are at least three that could be considered for the riskier Public Works’ operations and functions.⁴⁷



1. http://cteco.uconn.edu/maps/town/wtrqualcl/WtrQualCL_Hebron.pdf.
2. Responses to Public Comments Received at the Public Building Meeting on September 19, 2022.
3. §§ 22a-471-1 et seq. Regulations of Connecticut State Agencies (RCSA).
4. § 22a-426-7 RCSA. See also <https://www.epa.gov/sites/default/files/2014-12/documents/ctwqs.pdf> at page 26.
5. https://portal.ct.gov/-/media/DEEP/water/water_quality_standards/wqspdf.pdf page 27. With regard to the subject watershed, see Department of Economic and Community Development Infrastructure Real Estate Projects Environmental Assessment [Hebron] Project ID No: #306 "Hebron is currently undertaking a Town Center Stormwater Management Study (draft 10/03) which states the Town has recognized that the "Town Center area is located in an environmentally significant position in the upper Raymond Brook watershed and that future expansion of its business district must incorporate wise land use and environmental planning to prevent increased flooding, remedy existing stream channel degradation problems and insure the future protection of the watersheds[,] wetland[s] and water resources."
6. See Hebron Public Building Committee's "Evaluation, Study and Recommendation 2011 – 2021 Department of Public Works / Municipal Office Complex" presentation (hereinafter "Presentation") pages 49, 50, 73, 98, 100, 101, 102, 104, 117, 118, 139, 141, 174, 181, 182, and 185.
7. "Once road salt dissolves in ground water, it can travel great distances and is very difficult, if not impossible, to remove from the ground water." Letter from William Warzecha, retired DEEP hydrologist. See also the Connecticut Water Quality Standards: https://portal.ct.gov/-/media/DEEP/water/water_quality_standards/wqspdf.pdf at page 26. See also Department of Public Health Sodium and Chloride in Well Water: Health Considerations, https://portal.ct.gov/-/media/Departments-and-Agencies/DPH/dph/environmental_health/private_wells/Sodium-Chloride-FS-sept-2018-update.pdf.
8. https://portal.ct.gov/-/media/DEEP/aquifer_protection/groundwater/ProtectingConnecticutsGroudwaterMainSectionspdf.pdf p. 31. See also Department of Public Health Sodium and Chloride in Well Water: Health Considerations. Consider also that because groundwater moves downward, where it reaches the surface, it can discharge into wetlands and other surface waters, affecting their health. See https://portal.ct.gov/-/media/DEEP/aquifer_protection/groundwater/ProtectingConnecticutsGroundwaterMainSectionspdf.pdf <https://environmentalevidencejournal.biomedcentral.com/articles/10.1186/s13750-020-00202-y> It follows, therefore, that if contaminants at toxic concentrations move into the groundwater, vegetation in these areas and wildlife that rely on wetlands and other surface waters can be adversely impacted.
9. Id.; 9/29/2022 Letter from Graham Stevens, DEEP Bureau Chief Water Protection & Land Reuse, to Thomas Fenton of Nathan L. Jacobson & Associates (risks can be minimized using BMPs and proper site design, but not eliminated – the potential remains). See also the Consent Order issued to CTDOT for, among other things, discharging approximately 1,500 gallons of liquid calcium chloride solution from the storage tank to surface water as an example of contamination resulting notwithstanding regulations and permit requirements. <https://portal.ct.gov/-/media/deep/enforcement/consentorder/COWRIN11001.pdf>.
10. See 9/29/2022 Letter from Graham Stevens, DEEP Bureau Chief Water Protection & Land Reuse, to Thomas Fenton of Nathan L. Jacobson & Associates noting salt applied to walkways, driveway, and parking lots can impact drinking water.
11. USGS, Methods for Evaluating Potential Sources of Chloride in Surface Waters and Groundwaters of the Conterminous United States, p. 18.
12. https://portal.ct.gov/-/media/DEEP/aquifer_protection/groundwater/ProtectingConnecticutsGroundwaterMainSectionspdf.pdf pp. 14-15. See also Basic Groundwater Hydrology, page 20, U.S. Department of Interior U.S. Geological Survey, Water Supply Survey 2220 <https://pubs.usgs.gov/wsp/2220/report.pdf>.
13. See topo map at http://cteco.uconn.edu/maps/town/Contour_Map/Contour_Map_South_Hebron.pdf; POCD p. 31: "the great majority of the land area of Hebron drains to the south and to the west."
14. See maps showing the fractures in the following reports: Mapleridge Farm Affordable Housing Development, Hebron, Connecticut, September 1992, Eastern Connecticut Environmental Review Team Report; CBD Update and Proposed Business Expansion Area, Environmental Review Team Report, Prepared by the Eastern Connecticut Environmental Review Team of Eastern Connecticut, Resource Conservation and Development Area, Inc. for the Conservation Commission and Economic Development Commission, Hebron Connecticut, June 2000
15. <https://www.epa.gov/sites/default/files/2015-08/documents/mgwc-gwc1.pdf>, p. C-2.
16. Other impaired groundwater exists in Town. See http://cteco.uconn.edu/maps/town/wtrqualcl/WtrQualCL_Hebron.pdf.
17. See POCD at 27-30.
18. See Connecticut Department of Public Health Declaration and Order paragraph numbered 4.
19. Id. at paragraph numbered 5.
20. <https://hebronct.com/2018/12/ct-water-update-december-14-2018/>.
21. See Connecticut Department of Public Health Declaration and Order paragraphs numbered 6 and 7.
22. "State of Connecticut Drought Working Group Declares Stage 2 Drought Conditions Exist in All Eight Counties," July 14, 2022; The Office of the Governor, "Governor Lamont Declares Stage 3 Drought Conditions for New London and Windham Counties," 08/18/2022; "State of Water in Connecticut – UConn Today, September 20, 2022 (drought conditions are going to continue to get worse (p.2) "the drought that we have this summer, people's wells have been running dry. Extended droughts have a real impact on people around here if they have shallow

wells because groundwater levels drop in these really dry conditions.” p. 3). According to DEEP, as of July 2022, Tolland County experienced 64% of normal precipitation. By that same time in Tolland County, relative to groundwater levels, 10 out of 12 USGS monitoring wells were below normal. 58% of USGS groundwater stations were below the Stage 2 drought level. (“Drought Conditions Report, July 13, 2022, Connecticut Water Planning Council Interagency Drought Workgroup” computer pp 3, 15).

23. See <https://www.epa.gov/climatechange-science/impacts-climate-change>
24. See 2003 Town Facility Needs Study; 6/16/11 BOS Meeting Minutes.
25. See the following for just some of the descriptions of working conditions: “Municipal Facilities Study” (June 24, 2010); email to A. Tierney from union representative attached to 10/6/22 BOS Meeting Agenda; Presentation at computer pages 94-103; 10/17/13 BOS Meeting Minutes, W. Warwick: “DPW building is dangerous as it is now”; 9/15/16 BOS Meeting Minutes, D. Larson – existing PW location is a “safety hazard”; 11/4/21 BOS Meeting Minutes “[the current DPW facility] needs to be updated for safety reasons, regardless of decision on new site location.”
26. http://cteco.uconn.edu/maps/town/wtrqualcl/WtrQualCl_Hebron.pdf.
27. Email from Chris Stone, PE, DEEP Stormwater Section, to Denise Rodosevich: “As for Hebron, I looked back through our inspection records and we have no record of the salt shed having ever been inspected under MS4 or industrial permits. I haven’t been there and I asked our current stormwater folks who also haven’t been there. I also checked our dearly departed (retired) Donna’s files and didn’t find anything there, either.”
28. See DEEP Desk Audit dated December 1, 2022. The Town’s Engineer responded to the Audit re the areas of noncompliance. See 12/12/2022 Memorandum from Tom Wade, Nathan L. Jacobson & Associates, to Nicole Kibbe, of DEEP’s Water Permitting and Enforcement Division.
29. Generally, see POCD.
30. Id. at 29.
31. https://portal.ct.gov/-/media/DEEP/aquifer_protection/groundwater/ProtectingConnecticutsGroundwaterMainSectionspdf.pdf
32. POCD at IX
33. POCD at 27.
34. Id.
35. Id.
36. Id.
37. Id. at 95.
38. Note that the Town’s Sustainable CT Application, worked on collaboratively by Green Committee Chair, Kaitlin Hershey and former Hebron Town Planner, Michael O’Leary, (which resulted in the Town obtaining a Bronze Certification award) specifically calls out and relied on the following sections of the POCD to demonstrate its prioritization of resources for protection when making land-use decisions: Underground Drinking Water Supplies; Map 2, Aquifer Areas; Stream Corridors, Bodies of Water and Wetland Soils; Amston Lake; Agriculture; Wildlife, Plant Life, and Other Significant Natural Features; and Recreation.
39. POCD at i.
40. Id.
41. § 8-23 CGS: plans of conservation and development must consider the need for protecting existing and potential public surface and ground drinking water supplies.
42. BOS meeting minutes 10/17/13.
43. Id.
44. It is noted that during the time between the Preliminary Program Draft #1 (11/5/12) and the Building and Site Program (1/28/13), while the “ask” for some spaces decreased, the total space programed increased by 1,142 square feet with the “ask” for Equipment Storage increasing by 2,840 square feet. See Attachments D and E to the Presentation.
45. See <https://environmentalevidencejournal.biomedcentral.com/articles/10.1186/s13750-020-00202-y>
46. Constructing in this manner is also encouraged by the POCD. See POCD page 23: need to efficiently use land – create the smallest possible ecological footprint; POCD Goal at 26: “to grow the community in a manner that is as close to “sustainable” as practical, given its small Town and rural character, and to achieve a minimal impact on the environment from land development, energy use, waste and recycling practices, and other human activities.”]
47. http://cteco.uconn.edu/maps/town/wtrqualcl/WtrQualCl_Hebron.pdf.

Dori Wolf

From: Andy Tierney
Sent: Friday, May 12, 2023 9:41 AM
To: Dori Wolf
Subject: FW: Green Committee's Research on Proposed DPW Facility

From: Thomas H. Fenton <tfenton@nlja.com>
Sent: Wednesday, May 3, 2023 8:43 AM
To: Andy Tierney <atierney@hebronct.com>
Subject: RE: Green Committee's Research on Proposed DPW Facility

Andy,

Let me know if there is anything else in the Green Committee letter that you would like specific feedback on. It seems to be rehashing many of the same points we have been discussing for years now and I'm just not sure how worthwhile it would be to spend time responding to the same points again. It seems that the preferred of splitting the facility OCR and Burnt Hill would be problematic from an operational standpoint and locating even a partial facility at Burnt Hill would generate many of the same concerns that locating the facility at Horton Boulevard has. Perhaps just a different contingent voicing the strongest opposition.

Tom

Thomas H. Fenton, P.E.



Nathan L. Jacobson & Associates
Consulting Civil and Environmental Engineers

Celebrating our 50th Anniversary 1972-2022

86 Main Street, P.O. Box 337, Chester, Connecticut 06412-0337

Office: 860.526.9591 • Direct: 959.214.7075

tfenton@nlja.com • www.nlja.com

From: Thomas H. Fenton
Sent: Tuesday, May 2, 2023 3:32 PM
To: Andy Tierney <atierney@hebronct.com>
Subject: FW: Green Committee's Research on Proposed DPW Facility

See below from Wade Thomas.

Tom

Thomas H. Fenton, P.E.



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tfenton@nlja.com • www.nlja.com

From: Wade M. Thomas <wthomas@nlja.com>
Sent: Tuesday, May 2, 2023 3:17 PM
To: Thomas H. Fenton <tfenton@nlja.com>; David P. Campbell <dcampbell@nlja.com>
Subject: RE: Green Committee's Research on Proposed DPW Facility

Tom,

There is no requirement for inspection of the salt storage facilities in the CT DEEP MS4 General Stormwater Permit nor is there a requirement for inspection of the salt storage facilities in the CT DEEP Industrial Stormwater Permit. The CT DEEP can inspect the facility at any time if they so choose, but there is no requirement of facility inspection for compliance. They will be conducting an inspection on Thursday as part of a stormwater audit.

The author(s) of the letter is(are) making inferences that are not true.

Wade

From: Andy Tierney <atierney@hebronct.com>
Sent: Tuesday, May 2, 2023 9:14 AM
To: Thomas H. Fenton <tfenton@nlja.com>
Subject: FW: Green Committee's Research on Proposed DPW Facility

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FYI

From: Kaitlin Hershey <kaithershey@gmail.com>
Sent: Monday, May 1, 2023 12:27 AM
To: Andy Tierney <atierney@hebronct.com>
Subject: Fwd: Green Committee's Research on Proposed DPW Facility

Sending you this as well, but had to send formal letter to Donna for paper trail purposes with HGC.

BTW, if you call to holler at me about this, I am in and out of client meetings until later this afternoon but I can call you back after 3.

Kait

Begin forwarded message:

From: Kaitlin Hershey <kaithershey@gmail.com>
Subject: Green Committee's Research on Proposed DPW Facility
Date: May 1, 2023 at 12:21:06 AM EDT
To: Donna Lanza <dlanza@hebronct.com>

Hi Donna,

Please find the Green Committee's thoughts on the proposed DPW Facility to be distributed to the Board of Selectmen and Public Building Committee.

Happy to hop on any of their meetings to discuss these findings further.

Kait

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Dori Wolf

From: Andy Tierney
Sent: Friday, May 12, 2023 9:41 AM
To: Dori Wolf
Subject: FW: 2022 MS4 Report Hebron, CT

FYI

From: Thomas H. Fenton <tfenton@nlja.com>
Sent: Wednesday, May 3, 2023 8:00 AM
To: Andy Tierney <atierney@hebronct.com>
Subject: FW: 2022 MS4 Report Hebron, CT

And these are the responses from Wade.

Thomas H. Fenton, P.E.



Nathan L. Jacobson & Associates

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tfenton@nlja.com • www.nlja.com

From: Wade M. Thomas <wthomas@nlja.com>
Sent: Tuesday, May 2, 2023 2:51 PM
To: Thomas H. Fenton <tfenton@nlja.com>
Subject: FW: 2022 MS4 Report Hebron, CT

Tom,

FYI!

Wade

From: Wade M. Thomas
Sent: Monday, April 10, 2023 8:45 AM
To: Kevin J. Tulimieri <kjt.history@gmail.com>
Cc: Kevin Kelly <kkelly@hebronct.com>
Subject: RE: 2022 MS4 Report Hebron, CT

Good morning Kevin,

Thank you for your review of the 2022 MS4 Annual Report and comments. I would like to provide a response to each:

Regarding the concentration of road salts in detention basins the MS4 program is concerned principally with sediment and dissolved particulates and absorbed pollutants and not road salts. While I understand your concern, the CT DEEP is more concerned about bacteria. I will download and review the reference you provided.

The 2017 Stormwater Management Plan was prepared in accordance with the MS4 general permit program period of five years. In 2022 the CT DEEP reissued the general permit was issued, unchanged, for an additional period of 5 years consistent with the permit requirements and therefore require no revision. We will add a note stating such to the 2017 SMP.

1. The Town of Hebron has embraced LID practices since inception of the 2002 Connecticut Stormwater Quality Manual and currently has construction site stormwater runoff requirements in the Zoning Regulations and Subdivision Regulations. In addition, most land use applications are reviewed by the Town Engineer to ensure compliance with current LID practices.
2. The Town of Hebron has incorporated LID practices since publication of the 2004 Connecticut Stormwater Quality Manual and actually has several subdivisions which have incorporated LID practices.
3. There are no impaired waters in the Town of Hebron other than Gay City State Park pond which the town has no jurisdiction over as the CT DEEP is responsible for the park.
4. Regarding Directly Connected Impervious Area, the town has determined the DCIA. Unfortunately, Hebron being a small town, municipal or private projects resulting in a reduction of DCIA are rare.
5. Similar to 4 above, the town does not have retrofit projects that results in significant reduction of DCIA. UConn provided the Town of Hebron with several DCIA reduction suggestions and estimated costs in a study, and the town will implement the DCIA rection strategies whenever possible.
6. The Town of Hebron will be providing additional stormwater training which was significantly lacking during 2020 and 2021 due to COVID.

We appreciate you reviewing the 2022 MS4 Annual Report and providing comments. We will suggest that future draft reports be posted on the town main page or be accessible by a tab which will ink directly to the draft report.

Regards,

Wade

Dori Wolf

From: Andy Tierney
Sent: Friday, May 12, 2023 9:41 AM
To: Dori Wolf
Subject: FW: Hebron

fyi

From: Thomas H. Fenton <tfenton@nlja.com>
Sent: Wednesday, May 3, 2023 11:30 AM
To: Andy Tierney <atierney@hebronct.com>
Subject: FW: Hebron

Andy,

See below from Dave Campbell, our environmental analyst. The only thing I would add is that I believe we are sizing the salt shed so that loading can be conducted under cover – I would just need to confirm that with Kevin.

Tom

Thomas H. Fenton, P.E.

 **Nathan L. Jacobson & Associates**
Consulting Civil and Environmental Engineers

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Office: 860.526.9591 • Direct: 959.214.7075

tfenton@nlja.com • www.nlja.com

From: David P. Campbell <dcampbell@nlja.com>
Sent: Wednesday, May 3, 2023 10:49 AM
To: Thomas H. Fenton <tfenton@nlja.com>
Subject: Hebron

The letter is more fear mongering than constructive. The same activities that will be happening at the public works garage occur in all the residential house lots surrounding the area on a small level although unregulated. Homeowners fuel their mowers, oversalt their driveways, overfeed their lawns, take heating fuel oil deliveries, don't have their fuel tanks in secondary containment, probably are not storing their gas, motor oil, waste oil and other products in their garage or shed in proper storage units, wash parts and cleaners down their slop sink leading to their septic system and some may even have water softeners discharging to the subsurface.

The new public works facility will have updated containment for all stored fluids inside under cover. Motor oil and hydraulic fluids are typically stored in 55-gallon drums on secondary containment sumps and other chemical or solvents are in smaller containers stored in fireproof cabinets with containment all indoors. Delivery of oils and fluids to the garage will be done inside under cover so as not to be exposed to stormwater. Routine repair work is done inside under cover. The site is governed by a regulation requiring all small leaks are cleaned up as soon as occurred so not sure how that implies to leading to a bigger problem especially if on a paved surface that can be cleaned efficiently. Any spill inside the building will be contained either in a secondary sump or locally on the floor. The floor will be pitched to a floor drain that goes to an oil water separator followed by a holding tank. This will be a registered installation and has regulations regarding being watertight and chemically compatible with oils and gas though that is

not the purpose of the tanks. Vehicle washing occurs inside and that is collected in the tanks. The tanks are waste hauled when full to a licensed wastewater treatment facility.

The salt shed will be constructed to contain the product inside under cover on an impermeable pad with an additional liner under the pad that goes up the knee wall because it is in a GA area. Deliveries will be made inside the shed. Loading typically takes place outside the shed on a paved surface. It is a best management practice to push any spilled product back into the storage bay following a storm. The design of the salt shed is done so that the salt does not leach out into the soil. This was done most recently in Portland when a new salt shed was reconstructed in an Aquifer Protection Area under the overwatch of the State Department of Public Health and Environmental Protection.

The fueling area should include a concrete pad at the filling area. The current site doe does not have one. No underground storage tanks are proposed so that threat does not exist. The aboveground fuel tank will come with secondary containment and other protective measures.

The writer goes on about accidents, mistakes or negligence at the site. This is all a matter of management and implementing the regulations put on the facility. The public works site will be doing monthly inspections of all storage and work areas, maintaining logs of maintenance activities to the site, street sweeping paved surfaces, cleaning catch Bains out etc. The new site will have to pass analytical testing of its stormwater and meet with set standards to include under the current guidelines COD, TI Oil and Grease, pH, TSS, TI Phosphorous, TKN, Nitrate, Copper, Lead, Zinc as well as Chloride and Cyanide. Quarterly visual monitoring of stormwater runoff will be conducted for the life of the permit.

David P. Cambell



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Consulting Civil and Environmental Engineers

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**TOWN OF HEBRON
BOARD OF SELECTMEN
REGULAR MEETING
MAY 18, 2023**

AMERICAN RESCUE PLAN STATE AND LOCAL RECOVERY FUNDS APPROVAL

Attached is an updated account of the American Rescue Plan Funds resulting from the workshop held on May 8, 2023.

State and Local Recovery Funds
American Rescue Plan
PROPOSED PROJECTS

5/9/2023 9:13 AM

TOTAL FUNDING ANTICIPATED			\$ 2,812,714			
Date	Approved	Priority	Original Approval	Revised Amount	Final Expense	Status/Disposition
7/21/2022	1	Police Vehicle w/ MLPR	97,125 *	77,206		Vehicle purchased, MLPR to be purchased
7/21/2022	2	Security Measures - Town Buildings	143,000			Working with vendors
7/21/2022	3	CERT Vehicle Replacement (pre-owned)	115,000			EMD searching for vehicle
7/21/2022	4	Fire Department Marine	23,000		22,970	Complete
7/21/2022	5	Battery Operated Rescue Tools	50,000	52,039	52,039	Complete
7/21/2022	6	Martin Road Construction Engineering	25,000			In progress
7/21/2022	7	Senior Center Generator Switch Gear/Connection	14,000			In progress
7/21/2022	8	Pendleton Drive to Library Pedestrian Bridge	101,886			STEAP Grant Awarded
7/21/2022	9	Skate Park Veteran's	145,000			Parks & Recreation working on this
7/21/2022	10	Pickle Ball Courts (2) Veteran's	65,000			Parks & Recreation working on this
7/21/2022	11	Playscape Veteran's	150,000	153,450		Parks & Recreation working on this
7/21/2022	12	Gilead Hill School Playscape	120,000			Board of Education working on this
7/21/2022	13	HAMR Softball Field Veteran's	20,000		18,940	Complete
7/21/2022	14	Construction Fire Co # 1 Ambulance Bay Expansion	100,000			PBC - additional funding below
7/21/2022	15	AHM HVAC System Upgrade (tri-town split)	55,000 **		55,000	In progress - Contract Awarded
7/21/2022	16	Virtual Meeting Room Conference Equipment (Library & TOB)	66,000			Working with vendors
7/21/2022	17	Vandal-Proof Surveillance Cameras - Veteran's	12,000			Working with vendors
7/21/2022	18	EV Charging Stations (TOB, SC, BHP)	33,000		39,000	Complete
7/21/2022	19	Peters House Accessibility - ADA Parking/Ramp	100,000			In progress
7/21/2022	20	Trail Repairs	12,000			In progress
7/21/2022	21	Dog Park - Location TBD	50,000			On hold pending P & R recommendation
7/21/2022	22	Green Committee Funding Special Projects	25,940			In progress \$1,714 remaining
PROJECTS APPROVED JULY 21, 2022 ROUND 1 GRAND TOTAL			\$ 1,513,431			

* Approved for purchase Board of Finance (4/5/22) and Board of Selectmen (4/21/22)
due to urgent need to replace vehicle and ability to secure a suitable vehicle in a timely manner.

**Hebron's share - funding anticipated to be shared by AHM Towns.
Alternately, may be funded by a Community Project Funding Grant.

Round 2 Projects:

American Rescue Plan

Approved by Town Attorney and BOS

PROPOSED PROJECTS

5/19/2022	Old Town Hall (OTH) Building Maintenance/Repairs - Paint/Windows/Study	25,000	82,200	Adjusted 5/8/2023
8/2/2022	Contribution Toward Emergency Generator for Stonecroft Housing	70,000	84,000	In progress
9/1/2022	Cyber Threat Assessment and Security Measures	25,000		In progress
9/1/2022	Hebron Interfaith Human Services (HIHS) Food Pantry Support	10,000	10,000	Complete
9/1/2022	Wall Street Sidewalk Project	146,000		Awaiting DOT Approvals
9/1/2022	Police Vehicle	80,000		Order Placed
9/1/2022	Active Shooter Training and Police Vehicle/Classroom Toolkits	20,000	45,000	In progress Increased 5/8/2023
9/15/2022	WPCA Sewer System Improvements	82,140		In progress
1/5/2023	ACO Vehicle	10,000	9,000	Vehicle Purchased
1/19/2023	Implicit Bias Training Town Employees/Elected Officials	5,000		Schedule After Budget Season
1/19/2023	Hebron Historical Society Ancient Cemetery Repair/Maintenance 5 Cemeteries at \$20,000/each	100,000	50,000	Adjusted 5/8/2023
1/19/2023	Gull School Roof	20,000		In process - Contract Awarded
1/19/2023	Police Accreditation	28,000		PowerDMS \$10,875.07
2/2/2023	Engineering/Design Co # 1 Ambulance Bay Expansion Additional Funding	28,100		Public Building Committee
2/16/2023	Fence Between Library and Legion	7,500		
2/16/2023	Hebron Center Signage (wayfinding and community event 85/66) Design Only	10,000		
2/16/2023	CoDE Support for Juneteenth Event	4,000		
2/16/2023	Hebron Elementary School Gym Floor	264,800	75,900	Adjusted 5/8 Repair not replace
Approved Round 2		791,840		

5/8/2023	The Town Center Project (TTCP) Storage Shed	30,000
5/8/2023	Fire Department Turnout Gear	40,000
5/8/2023	P & R Field Lighting (Veteran's baseball field)	250,000
	HOLD ARPA FUNDS IN RESERVE	100,000

TOTAL APPROVALS TO DATE	2,725,271
REMAINING ARPA FUNDS	87,443
	2,812,714

Approved by Town Attorney Awaiting BOS Approval

Hebron Center Signage (wayfinding and community event 85/66) Fabrication/Constructi	35,000	Refine budget for fabrication and construction
Police Department Tasers (five year lease \$26,800)	16,081	Fundw/ ARPA for 3 years \$16,080.18
P & R Trail Development	60,000 to 80,000	
P & R Field Upgrades (Burnt Hill Parks & St. Peter's)	70,000 to 94,000	
Fire Department Active Shooter Tactical Gear	13,600	
Hebron Historical Society - OTH Restroom/Accessibility	125,000	Need more information
Document Storage Review - Horton House	4,600	
Peters House Renovation/Restoration	50,000	
Hebron Green Parking Lot Improvements	50,000	
Horton House Maintenance	\$ TBD	
Land Acknowledgement Plaques (CoDE)	TBD	

State and Local Recovery Funds
American Rescue Plan
PROPOSED PROJECTS

5/9/2023 9:13 AM

Awaiting Town Attorney Approval and BOS Approval

Collins: GHS Water System
Collins: Fund for Affordable Home Ownership

Tentative Attorney Approval
Tentative Attorney Approval

Eligible Projects Declined by BOS/Town Manager

Support for Local Small Businesses	Removed from consideration 1/19/2023
Green Committee: Bike Racks - (include in already approved HGC request)	3,000
EV Charging Stations - Locations TBD	TBD
Winter Heating Assistance	25,000
9/1/2022 Beautify Veterans Memorial Route 85/66 - Trees/Bushes	600
2/16/2023	

Instructed Green Committee to use already approved funds
Tentative approval 5/19/2022

5/8/2023 Funding was restored by State
5/8/2023 Funded by HFPG Community Fund

**TOWN OF HEBRON
BOARD OF SELECTMEN
REGULAR MEETING
JUNE 1, 2023**

PUBLIC WORKS BUILDING PROJECT SURVEY COMMITTEE UPDATE

Attached is the final draft of the project survey including the revised project summary for the Public Works facility.



Hebron DPW Building Project Survey

We want your opinion.

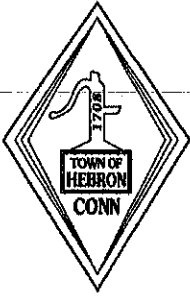
The Town of Hebron, CT is conducting a survey among Town residents and business owners regarding the proposed Department of Public Works facility building project. We are interested in learning more about the public's awareness, concern, and desire for more information regarding the project.

A primary objective in addressing this project is to alleviate chronic employee life-safety issues at the present DPW facilities.

We invite you to complete this survey by June 30, 2023. It will require about 10 minutes of your time. Your response will remain anonymous. However, if you would like to receive additional information directly from the Town regarding this project, you will have the opportunity to provide your email address and/or mailing address at the end of the survey (this is optional).

Please note: If you would prefer to receive a paper copy of this survey or any documents referenced herein, please visit Town Hall or call (860) 228-5971.

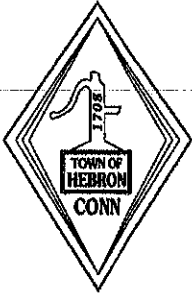
Thank you for participating in our survey. Your feedback is important.



Hebron DPW Building Project Survey

1. Please check all that apply below

- ☐ I am a Hebron resident taxpayer.
- ☐ I am a Hebron business taxpayer.
- ☐ Neither of the above



Hebron DPW Building Project Survey

Project Summary

Please [click here to read the Project Summary](#) before proceeding to the survey. It will take about five minutes of your time to read.

2. Would you like to continue?

- ☐ Yes, I have read the project summary and I would like to take the survey.
- ☐ No, I am not interested in proceeding.



Hebron DPW Building Project Survey

3. Did you find the Project Summary helpful in increasing your understanding of the DPW Building Project process thus far?

☐ Yes

☐ No



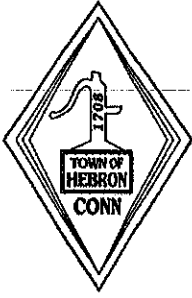
Hebron DPW Building Project Survey

4. What information sources do you find helpful for receiving Town of Hebron information (please rate all that apply)?

	Not very helpful	Somewhat helpful	Very helpful	No opinion
Town website	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Town meetings	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Town mailings	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Town emails	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Rivereast News Bulletin	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Manchester Journal-Inquirer	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Hartford Courant	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Willimantic Chronicle	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Facebook	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Friends & Family	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Other source (please specify below)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Other

--



Hebron DPW Building Project Survey

5. The Project Summary recognized concerns that residents have voiced regarding the proposed DPW Building Project. Please indicate your level of concern regarding the issues identified below.

	Not very concerned	Somewhat concerned	Very concerned	No opinion
Location of the facility	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Salt storage contamination	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Truck traffic/pollution	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Land preservation	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Other development potential	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Taxpayer cost	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Other concerns (please specify below)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Other



Hebron DPW Building Project Survey

6. Do you have a site preference for constructing a new Town of Hebron DPW facility?

☐ Old Colchester Road (reconstruction on current site with conditions noted in Project Summary)

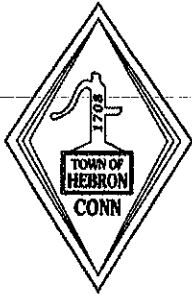
☐ Other site (please specify below)

☐ Horton Property (new construction on Kinney Road)

☐ No preference

☐ New DPW Garage constructed on Kinney Rd., with Salt Storage at another location (TBD)

Other



Hebron DPW Building Project Survey

7. Please add any additional comments that you would like to make.



Hebron DPW Building Project Survey

8. If you would like to receive additional information directly from the Town regarding the DPW Building Project, please include your mailing address and/or email address below (this is optional). Thank you for completing the survey.

Name

Company

Address

City/Town

State/Province

ZIP/Postal Code

Email Address

The Need for a New Hebron DPW

History

This fourteen-acre parcel of land on Old Colchester Road was originally a gravel pit and later was used as the town landfill, which was closed and capped in 1995.

Department of Public Works (DPW)

Services provided by the public works department include road maintenance and reconstruction, solid waste disposal, snow and ice removal, maintenance of town buildings and grounds, animal control, trail maintenance and construction, vegetation control, vehicle maintenance, site improvement and construction activities, and drainage maintenance and improvements. Overall, the complex is run down as a result of the usage and the age of the structures on the property. None of the buildings are in compliance with the Americans with Disabilities Act.

Transfer Station

This building is for an attendant from the public works department to track and direct visitors of the transfer station to the proper locations for the disposal of items into the proper bins. Access into the building is on a sloping drive, which is unsafe.

Salt Storage

This building is for the storage of salt and the sand/salt mixture. Currently, the sand product is stored outside in the weather. The capacity of the current building is around one winter storm. This requires deliveries of sand and salt on a regular basis and the possibility exists for a shortage of material in the event of a heavy storm or a multi-day storm.

Project Summary: April 2023

A **2010** facility study for the Town of Hebron identified the need to invest in and improve the DPW complex at Old Colchester Road, with a **top priority being to “address employee life safety issues,” as stated in the study report.**

The report also stated that:

- “The intention of the study was to identify areas that are either code violations or maintenance items and to develop a schedule for corrective action.”
- “The public works facility is in desperate need of additional space and more efficient working conditions. Development of a master plan with phased construction should be the main priority.”
- “The Town will have to make some tough decisions in the upcoming years with regards to the buildings. The facilities that need the most attention were constructed in the 1970s with little preventive maintenance.”

As a result, the Hebron Public Building Committee was formed in 2010; and **37** sites have been evaluated for DPW development since then.

[For more information, please click here to view the presentation from the Public Information Session held on September 18, 2022.](#)

Areas Potentially Feasible for DPW Development (as of 2023)

- **Reconstruction on existing site: Old Colchester Road (currently has 2.15 of buildable acres on a total of 19.6 acres)**
 - Capped landfill occupies 15.65 acres (not buildable)
 - Transfer station occupies 1.8 acres (**transfer station would need relocation and/or contracted private trash collection**)
 - Adjacent Eversource properties (**land would need to be purchased by the Town from Eversource**)
 - In addition to relocation of the transfer station and the purchase of adjacent land from Eversource (if agreeable), the Town estimates **additional design costs of approximately \$250,000** to determine feasibility of reconstruction of the DPW facilities on this site
- **New construction on Horton Property/Kinney Road (5.65 acres = layout of existing DPW facility, on 88.62 total acres)**
 - Currently undeveloped
- **DPW Garage on Kinney Road with Salt Storage at another location (to be determined)**

Additional properties evaluated in 2022 and deemed not feasible (and reasons why):

- **Burnt Hill Park (1.67 buildable acres on 3.2 acres)**
 - Park Operations occupies 1.2 acres (**new athletics fields would need relocation**)
 - Property includes **10 acres of wetlands not included as buildable**
- **Hebron Lions Fairgrounds (declined purchase offer)**

Horton Property Purchase (2019)

A Special Town Meeting was held on March 7, 2019 to vote on a resolution for the Town to purchase the 89-acre Horton property for \$600,000* with the stated intent of municipal development on a portion of the property, including a new DPW facility.

The resolution passed with 63 voting Yes and 29 voting No.

*\$160,000 from Open Space Land Acquisition and \$440,000 from General Fund open balance

[For more information on the Horton Property Purchase, please click here to view the video from the Special Town Meeting held on March 7, 2019.](#)

[For more information on the Hebron Center Plan approved by the Department of Planning in May 2016, please click here to view the plan.](#)

Residents' Concerns Regarding DPW Development

- Salt storage contamination of groundwater, wetlands, wildlife
- Public works truck traffic, noise, maintenance pollution
- Alternate land purposes/utilization for:
 - natural/historical significance
 - open/recreational space
 - economic/community development...vs. municipal/industrial building
- Building project cost to taxpayers

[For more information on the Town's response to Public Comments regarding the proposed DPW facility on John Horton Boulevard, please click here to view the document.](#)

Estimated DPW Building Project Costs

- \$15,000,000 to \$20,000,000 to be obtained with a 20-year bond
- \$150 to \$325 estimated annual increase to taxpayers
 - This estimate is based on:
 - Bond repayment model for range of property sizes using current mil rate
 - \$18 million bond with the rate of the Town's last bonding project of 1.33% and repaid over a 20-year period

Proposed Next Steps

With the understanding that **employee life safety issues are the primary concern**, the Town of Hebron has affirmed that continuing to “do nothing” with the current DPW facilities is no longer an option. The proposed next steps toward development of a new Hebron DPW are to:

1. Conduct and report findings from a Public Opinion Survey (June 2023)
2. Present and respond to Frequently Asked Questions based on survey findings, in order to identify public concerns and instill confidence that the Town will mitigate issues utilizing best management practices (July 2023)
3. Decision by Board of Selectmen to select a site plan and authorize a bond (TBD*)
4. Town Meeting and Referendum (TBD)
5. Public vote at General Election (November – TBD) or Annual Budget Meeting (May TBD)
6. Proceed with DPW building project plan (TBD)

*TBD = To Be Determined

**TOWN OF HEBRON
BOARD OF SELECTMEN
REGULAR MEETING
MAY 18, 2023**

2023-2024 BUDGET UPDATE

Attached is the legal notice and sample ballot for the May 23, 2023 budget referendum.

LEGAL NOTICE

TOWN OF HEBRON

ANNUAL BUDGET REFERENDUM

May 23, 2023

The electors and voters of the Town of Hebron, Connecticut, and any other persons entitled to vote upon any matters contained in the notice are hereby notified and warned to vote in the Annual Budget Referendum to be held at Hebron Elementary School, 92 Church Street in Hebron between the hours of 6:00 a.m. and 8:00 p.m. on Tuesday, May 23, 2023.

1. SHALL THE TOWN OF HEBRON APPROVE A FY 2023-2024 BUDGET OF \$39,065,203 AS RECOMMENDED BY THE BOARD OF FINANCE?
2. SHALL THE TOWN OF HEBRON APPROVE A FY 2023-2024 CAPITAL IMPROVEMENT PROGRAM BUDGET OF \$602,886 AS RECOMMENDED BY THE BOARD OF FINANCE?

Voters approving the recommendation of the Board of Finance will vote "Yes" and those opposing the recommendation of the Board of Finance will vote "No".

Absentee ballots will be available from the Town Clerk's Office.

Dated at Hebron, Connecticut this 5th day of May, 2023.

BOARD OF SELECTMEN

Daniel Larson, Chairman
Gail B. Richmond, Vice Chairman
Peter D. Kasper
Marc P. Rubera
Tiffany V. Thiele

<u>EXPENDITURES</u>	AUDITED ACTUAL 2021-2022	ADOPTED 2022-2023	PROPOSED 2023-2024
GENERAL GOVERNMENT	3,395,951	3,497,919	3,619,792
PUBLIC SAFETY	1,019,519	1,137,949	1,355,372
CIVIC & HUMAN SERVICES	807,872	991,324	1,037,066
PLANNING & LAND USE	158,978	211,618	194,258
PUBLIC WORKS	1,094,928	1,025,997	1,108,462
INSURANCE & BENEFITS	1,704,828	1,670,107	1,760,405
CONTR. OPEN SPACE LAND ACQ.	125,000	125,000	25,000
CONTR. TO CAPITAL IMPROVEMENT	768,877	587,485	488,017
CONTR. TO DEBT MANAGEMENT FUND	1,000,000	0	0
CONTR. TO CAP-NON RECURRING	0	0	0
CONTR. TO CAPITAL PROJECTS	152,022	156,796	230,187
CONTR. TO REVALUATION	50,000	40,000	40,000
TOWN PROPERTY SEWER FEES	14,280	14,280	15,400
DEBT SERVICE	1,093,110	1,092,124	1,105,594
SUPPLEMENTAL APPROPRIATION	0	0	0
RHAM ASSESSMENT	13,971,475	14,259,027	15,389,082
HEBRON BOARD OF EDUCATION	12,030,194	12,207,294	12,696,568
TOTAL EXPENDITURES	37,387,034	37,016,920	39,065,203
<u>REVENUES</u>			
TOTAL TAX REVENUE	29,716,676	29,190,545	31,177,264
STATE - GEN GOV'T SUPPORT	426,631	400,082	419,447
STATE - EDUCATION SUPPORT	5,989,237	5,997,693	5,713,831
DEPARTMENTAL	1,159,614	786,600	892,661
OTHER FUND TRANSFERS IN	45,000	0	0
DEBT MNGMT /UFB APPROPRIATED CONTR.	99,143	642,000	862,000
TOTAL REVENUES	37,436,301	37,016,920	39,065,203
MILL RATE:			
Real Estate/Personal Property	36.33	31.70	33.48
Motor Vehicle	36.33	31.70	32.46

PROPOSED CAPITAL IMPROVEMENT PROGRAM BUDGET 2023-2024

Road Resurfacing and Road Improvements	\$	320,930
Replace Truck 52 (2007)	\$	226,956
Jones Street Culvert Replacement - First Year Funding	\$	55,000
TOTAL CIP BUDGET	\$	602,886

PROPOSED CAPITAL IMPROVEMENT PROGRAM REVENUES 2023-2024

Balance from Previous Appropriations	\$	33,639
LOCIP Funding	\$	68,830
Funding from Other Sources: Public Safety Fund	\$	11,400
Interest	\$	1,000
General Fund Contribution	\$	488,017
TOTAL CIP REVENUE	\$	602,886

SAMPLE

Official Ballot
Annual Budget Referendum
Hebron, Connecticut
May 23, 2023

Sheet 1 of 1

INSTRUCTIONS TO VOTERS

To vote, fill in the oval ☐ completely next to your choice, like this ☒

1. "SHALL THE TOWN OF HEBRON APPROVE A FY 2023-2024 BUDGET OF \$39,065,203 AS RECOMMENDED BY THE BOARD OF FINANCE?"

YES ☐

NO ☐

2. "SHALL THE TOWN OF HEBRON APPROVE A FY 2023-2024 CAPITAL IMPROVEMENT PROGRAM BUDGET OF \$602,886 AS RECOMMENDED BY THE BOARD OF FINANCE?"

YES ☐

NO ☐

If you think
a budget
item is
"just right"
please do
not answer
that
question.

Advisory Question 1
The TOWN Budget is

TOO HIGH ☐

TOO LOW ☐

Advisory Question 2
The HEBRON BOARD OF EDUCATION Budget is

TOO HIGH ☐

TOO LOW ☐

Advisory Question 3
The TOWN CIP Budget is

TOO HIGH ☐

TOO LOW ☐

SAMPLE

**TOWN OF HEBRON
BOARD OF SELECTMEN
REGULAR MEETING
MAY 18, 2023**

**APPROVE MEMORANDUM OF AGREEMENT REGARDING
POLICE ACCOUNTABILITY**

Attached is Memorandum of Agreement, prepared by the Town's labor attorney, Nicholas J. Grello, Esq., between East Haddam and the Town for shared services regarding the Act Concerning Police Accountability. The Town Manager is recommending that the Town enter into this Agreement.

Proposed Motion:

Move that the Hebron Board of Selectmen approve the Town Manager's recommendation to enter into the attached Memorandum of Agreement with East Haddam for shared services under the Act Concerning Police Accountability and authorize Andrew J. Tierney, Town Manager, to sign the Memorandum of Agreement.

Memorandum of Agreement

The Town of East Haddam (hereinafter the "East Haddam") and the Town of Hebron (hereinafter "Hebron") hereby agree to the following:

1. Under an "Act Concerning Police Accountability" (hereinafter the "Act") East Haddam and Hebron are required to take certain steps in order to comply with the provisions of the Act.
2. Under the Act, East Haddam and Hebron are required to adopt and maintain accreditation for police officers.
3. Jeffrey Rhoades (hereinafter "Officer Rhoades") is employed by East Haddam as a full-time police officer.
4. Pursuant to the State of Connecticut's Law Enforcement Accreditation Program, Officer Rhoades will assume the Title of "Accreditation Manager" for East Haddam and Hebron and be listed with the Police Officer Standards and Training Council as such.
5. Officer Rhoades will complete all of the necessary requirements as mandated by the State of Connecticut for the Hebron Police Department to become an Accredited Police Agency and maintain compliance as defined by the State's Accreditation Policy Manual.
6. Officer Rhoades will dedicate forty (40) hour per workweek on accreditation for East Haddam and Hebron.
7. East Haddam and Hebron will each be responsible for one-half (½) of Officer Rhoades's remuneration for his work on accreditation.
8. Accordingly, since Officer Rhoades is employed by East Haddam, Hebron will pay East Haddam the following:
 - a. Through June 30, 2023, forty-four dollars and sixty-five cents (\$44.65) per hour for twenty (20) hours per work week for Officer Rhoades's work on accreditation. This equates to one-half (½) of Officer Rhoades regular workweek. The total sum for the twenty (20) hours per workweek is eight hundred ninety-three dollars (\$893.00).
 - b. Effective July 1, 2023, this rate will increase to forty-six dollars and seventy cents (\$46.70) per hour for twenty (20) hours per work week for Officer Rhoades's work on accreditation. This equates to nine hundred thirty-four dollars (\$934.00) per workweek.

c. Prior to the signing of this Agreement, Officer Rhoades spent six (6) weeks at forty (40) hours per workweek on accreditation. Hebron will reimburse East Haddam for three (3) of these weeks at forty (40) hours per workweek for an aggregate of one hundred twenty (120) hours at forty-four dollars and sixty-five cents (\$44.65) per hour. This equates to five thousand three hundred fifty-eight dollars and thirty-nine cents (\$5,358.39). Officer Rhoades will provide Hebron with a copy of all accreditation work performed by him prior to the signing of this Agreement.

d. Officer Rhoades has previously undertaken accreditation training that was paid for by East Haddam. The cost of the accreditation training was six hundred dollars (\$600.00). Hebron will reimburse East Haddam for one-half ($\frac{1}{2}$) of the cost of the accreditation training (three hundred dollars (\$300.00)).

e. Therefore, the sum of five thousand six hundred fifty-eight dollars and thirty-nine cents (\$5,658.39) for:

- one-half ($\frac{1}{2}$) of the previous work performed by Officer Rhoades (five thousand three hundred fifty-eight dollars and thirty-nine cents (\$5,358.39)); and
- one-half ($\frac{1}{2}$) of the accreditation training (three hundred dollars (\$300.00))

will be submitted to East Haddam by Hebron within fourteen (14) calendar days of the execution of this Agreement by both parties.

f. Commencing with the week of Saturday, May 6, 2023, Hebron will reimburse East Haddam at the rate of eight hundred ninety-three dollars (\$893.00) per workweek through June 30, 2023.

g. Effective July 1, 2023, the weekly reimbursement rate will increase to nine hundred thirty-four dollars (\$934.00).

h. Hebron will provide the reimbursement to East Haddam on a weekly basis.

9. The terms of this Agreement shall remain in effect until Officer Rhoades completes the accreditation for East Haddam and Hebron.

10. Hebron understands and agrees that Officer Rhoades is an employee of East Haddam and therefore will not perform any police functions for Hebron beyond the specific terms of this Agreement.

11. With the exception of a failure to pay by Hebron, East Haddam and Hebron agree that if any dispute arises with respect to the terms set forth herein, the issue(s) will

be submitted to a neutral arbitrator selected in accordance with the rules of American Arbitration Association.

Town of East Haddam

Town of Hebron

Date: _____

Date: _____

**TOWN OF HEBRON
BOARD OF SELECTMEN
REGULAR MEETING
MAY 18, 2023**

AWARD HVAC SERVICE CONTRACT

Attached is a summary of the proposals received for the RFP for Maintenance and Repair of HVAC Equipment at all Town and Hebron BOE School buildings. The Town Manager and Hebron Superintendent of Schools are recommending award to Thermodynamics Mechanical Services, Inc.

Proposed Motion:

Move that the Hebron Board of Selectmen approve the Town Manager's recommendation to award the contract for Maintenance and Repair of HVAC Equipment for all Town of Hebron buildings including the Hebron Board of Education school buildings to Thermodynamics Mechanical Services, Inc. of Broad Brook, Connecticut. The contract is to be effective January 1, 2019.

TOWN OF HEBRON
 BID NO. 2023-06
 HVAC
 MAY 1, 2023

	CREST	SAV-MOR	Thermodynamics	Tucker
Regular Hourly Rate	126	105	90	119
Regular Hours	M-F 7 - 4	8 - 4	7 - 5	7 - 4
Overtime Hourly Rate	168	157.5	140	172
Material Discount/Markup	15 % markup	25 % markup	20 % markup	18 % markup
Town Office Building	2975	1996	900	4420
Horton House	2175	1800	596	2460
Douglas Library	8450	2230	1980	3980
Senior Center	3140	1801	596	2065
Fire Company # 1	5205	1676	1369	3175
Fire Company # 2	4400	1332	996	1825
Fire Company # 3	1440	886	540	4275
Public Works	1805	880	996	1950
Dog Pound	750	125	300	290
Burnt Hill Park	2490	987	960	2370
Peters House	1680	1052	580	2018
Sub Total Town	34510	14765	9813	28828
HES	17130	6040	4600	11600
GHS	15160	3853	4380	10795
Sub Total BOE	32290	9893	8980	22395
Total Annual Maintenance	66800	24658	18793	51223

TOWN OF HEBRON

MAINTENANCE AND REPAIR OF HVAC EQUIPMENT

PROPOSAL FORM

Town Manager
15 Gilead Street
Hebron, CT 06248

BASE BID

In accordance with the specifications, the undersigned submits the following proposal for repairs and services not included as part of the semi-annual maintenance detailed in the following bid sheets for HVAC equipment for the Town of Hebron.

Base Bid: July 1, 2023 – June 30, 2026

Regular Hourly Rate: \$ 90.⁰⁰

Bidder's Regular Hours Are: 7:00 A.M. - 5:00 P.M.

Bidder's Overtime Hourly Rate \$ 140.⁰⁰

Markup or discount on materials 20% MARK-UP

The completed forms identifying the Bidder's experience and licensed technicians are enclosed with this Bid Form. The undersigned is submitting this bid without collusion with any other individual or corporation.

SUBMITTED FOR:

Firm THERMODYNAMICS MECHANICAL

Address 3 WELLS Rd.

BROAD BROOK, CT 06016

SUBMITTED BY:

Signature

Name JEFFREY ROUSSEAU

Title SERVICE MANAGER

Telephone 860-292-8966

TOWN OF HEBRON
MAINTENANCE AND REPAIR OF HVAC EQUIPMENT
BID FORM

A. WORK TO BE PERFORMED AT: Hebron Town Office Building, 15 Gilead Street

Description of maintenance work to be performed semi-annually:

1. Complete maintenance on all heating/cooling and ventilation equipment
2. Replace all filters and belts (include high efficiency pleated air filters)
3. Blow out and test condensate drains
4. Chemically clean all condensers in spring
5. Lube and check motors and blowers
6. Tighten and check all electrical connections
7. Inspect contactors and electrical components
8. Start and check refrigerant charge on all A/C units
9. Inspect five (5) ductless indoor evaporators, clean evaporator filters, and deep clean coils on evaporators
10. Clean Lochinvar gas boiler
11. Inspect and clean heat exchanger on the boiler
12. Check acid neutralizer, fill as needed
13. Check condensate pump
14. Check incoming and operating gas pressure of the boiler
15. Inspect flue and intake piping
16. Test all systems for proper operation, perform efficiency and combustion test
17. Inspect and clean the lower level ERV
18. Check voltage and amperage and record results
19. Provide detailed report upon completion of inspection

Note: Repairs and parts not included in this maintenance proposal.

We propose to provide the maintenance services noted above for the sum of \$ 900 annually.

NINE HUNDRED DOLLARS AND 00/100
Spell out the amount above.

TOWN OF HEBRON
MAINTENANCE AND REPAIR OF HVAC EQUIPMENT
BID FORM

B. WORK TO BE PERFORMED AT: Horton House, 8 Marjorie Circle

Description of maintenance work to be performed semi-annually:

1. Complete maintenance on all heating and cooling equipment
2. Tighten and check all electrical connections
3. Inspect contactors and electrical components
4. Inspect five (5) ductless indoor evaporators, clean evaporator filters, and deep clean coils on evaporators
5. Provide complete cleaning and maintenance on one (1) window AC unit
6. Clean Lochinvar gas boiler
7. Clean heat exchanger
8. Check acid neutralizer, fill as needed
9. Check condensate pump
10. Check gas pressure
11. Inspect flue and intake piping
12. Test all systems for proper operation, perform efficiency test
13. Check voltage and amperage and record results
14. Provide detailed report upon completion of inspection

Note: Repairs and parts not included in this maintenance proposal.

We propose to provide the maintenance services noted above for the sum of \$ 596 annually.

FIVE HUNDRED NINETY SIX DOLLARS AND 00
Spell out the amount above.

TOWN OF HEBRON
MAINTENANCE AND REPAIR OF HVAC EQUIPMENT
BID FORM

C. WORK TO BE PERFORMED AT: Douglas Library of Hebron, 22 Main Street

Description of maintenance work to be performed semi-annually:

1. Complete maintenance on all heating/cooling and ventilation equipment
2. Complete maintenance on dehumidification system
3. Replace all filters and belts (include high efficiency pleated air filters)
4. Grease bearings and motors as required
5. Blow out and test condensate drains
6. Chemically clean condensers in spring
7. Start and check refrigerant charges in systems
8. Lube and check motors and blowers
9. Tighten and check all electrical connections
10. Inspect contactors and electrical components
11. Lubricate linkages for dampers and test
12. Clean Burnham gas boiler
13. Test all systems for proper operation, perform efficiency test
14. Check voltage and amperage and record results
15. Provide detailed report upon completion of inspection

Equipment Includes:

Five (5) split hydro AHUs
Two (2) Aeon RTUs

Note: Repairs and parts not included in this maintenance proposal.
Excludes SNE control system; coordination with SNE may be necessary.

We propose to provide the maintenance services noted above for the sum of \$ 1980 annually.

ONE THOUSAND NINE HUNDRED EIGHTY DOLLARS AND ⁰⁰/₁₀₀
Spell out the amount above.

TOWN OF HEBRON
MAINTENANCE AND REPAIR OF HVAC EQUIPMENT
BID FORM

D. WORK TO BE PERFORMED AT: Senior Center, 14 Stonecroft Drive

Description of maintenance work to be performed semi-annually:

1. Complete maintenance on all heating, cooling and ventilation equipment
2. Clean and inspect indirect hot water heater
3. Replace all filters and belts (include high efficiency pleated air filters)
4. Flush condensate pumps
5. Test refrigerant charge
6. Perform chemical condenser cleaning
7. Tighten and check all electrical connections
8. Inspect contactors and electrical components
9. Test all systems for proper operation, perform efficiency test
10. Check voltage and amperage and record results
11. Provide detailed report upon completion of inspection

Equipment Includes:

Four (4) Bryant gas furnaces
One (1) Navien on-demand water heater
Four (4) Bryant evaporators and condensers

Note: Repairs and parts not included in this maintenance proposal.

We propose to provide the maintenance services noted above for the sum of \$ 596 annually.

FIVE HUNDRED NINETY SIX DOLLARS AND 00
Spell out the amount above.

TOWN OF HEBRON
MAINTENANCE AND REPAIR OF HVAC EQUIPMENT
BID FORM

E. WORK TO BE PERFORMED AT: Fire Company # 1, 44 Main Street

Description of maintenance work to be performed semi-annually:

1. Complete maintenance on all heating/cooling and ventilation equipment
2. Replace all filters and belts (include high efficiency pleated air filters)
3. Grease bearings and motors as required
4. Lube and check circulating pumps
5. Chemically clean condensers and handlers in spring
6. Start and check refrigerant charges in systems
7. Blow out and test condensate drains
8. Lube and check motors and blowers
9. Tighten and check all electrical connections
10. Inspect contactors and electrical components
11. Lubricate linkages for dampers and test
12. Provide complete maintenance on one (1) central AC system Armstrong AHU
13. Provide complete cleaning and maintenance on five (5) sleeve AC units (including Police Department)
14. Service and clean two (2) Veissmann on demand natural gas boilers
15. Service and clean six (6) thermostatically controlled Modine heating units – these are run off of the natural gas boiler
16. Service and clean A O Smith natural gas 30 gallon hot water heater (furnace room)
17. Test all systems for proper operation, perform efficiency test
18. Check voltage and amperage and record results
19. Provide detailed report upon completion of inspection

Note: Repairs and parts not included in this maintenance proposal.

We propose to provide the maintenance services noted above for the sum of \$ 1369 annually.

One Thousand Three Hundred Sixty Nine dollars and 00/100
Spell out the amount above.

TOWN OF HEBRON
MAINTENANCE AND REPAIR OF HVAC EQUIPMENT
BID FORM

F. WORK TO BE PERFORMED AT: Fire Company # 2, 663 Church Street

Description of maintenance work to be performed semi-annually:

1. Complete maintenance on all heating/cooling and ventilation equipment
2. Replace all filters and belts (include high efficiency pleated air filters)
3. Grease bearings and motors as required
4. Blow out and test condensate drains
5. Chemically clean condensers in spring
6. Start and check refrigerant charges in systems
7. Lube and check motors and blowers
8. Tighten and check all electrical connections
9. Inspect contactors and electrical components
10. Lubricate linkages for dampers and test
11. Provide complete maintenance on central AC systems
12. Clean boiler, replace oil filter, nozzle and electrodes
13. Check day tank and pump of interior fuel oil holding tank
14. Check condition of outside tank and pipes from tank to boiler
15. Test all systems for proper operation, perform efficiency test
16. Check voltage and amperage and record results
17. Provide detailed report upon completion of inspection

Note: Repairs and parts not included in this maintenance proposal.

We propose to provide the maintenance services noted above for the sum of \$ 996 annually.

NINE HUNDRED NINETY SIX DOLLARS AND $\frac{00}{100}$
Spell out the amount above.

G. WORK TO BE PERFORMED AT: Fire Company # 3, 164 North Street

Description of maintenance work to be performed semi-annually:

1. Complete maintenance on all heating
2. Provide complete cleaning and maintenance on window and sleeve AC units
3. Clean boiler, replace oil filter, nozzle and electrodes
4. Service and clean propane heater in Forestry bay
5. Service and clean thermostatically controlled Modine heating units
6. Test all systems for proper operation, perform efficiency test
7. Check condition of outside tank and pipes from tank to boiler
8. Check voltage and amperage and record results
9. Provide detailed report upon completion of inspection

Note: Repairs and parts not included in this maintenance proposal.

We propose to provide the maintenance services noted above for the sum of \$ 540 annually.

FIVE HUNDRED FORTY DOLLARS AND $\frac{00}{100}$
Spell out the amount above.

TOWN OF HEBRON
MAINTENANCE AND REPAIR OF HVAC EQUIPMENT
BID FORM

H. WORK TO BE PERFORMED AT: Public Works Facility, 550 Old Colchester Road

Description of maintenance work to be performed semi-annually:

1. Complete maintenance on all heating/cooling and ventilation equipment
2. Lube and check motors and blowers
3. Tighten and check all electrical connections
4. Inspect contactors and electrical components
5. Provide complete cleaning and maintenance on window and sleeve AC units
6. Clean boiler, replace oil filter, nozzle and electrodes
7. Service and clean three (3) thermostatically controlled Modine heating units
8. Test all systems for proper operation, perform efficiency test
9. Check voltage and amperage and record results
10. Provide detailed report upon completion of inspection

Note: Repairs and parts not included in this maintenance proposal.

We propose to provide the maintenance services noted above for the sum of \$ 996 annually.

NINE HUNDRED NINETY SIX DOLLARS AND $\frac{00}{100}$
Spell out the amount above.

I. WORK TO BE PERFORMED AT: Dog Pound, 550 Old Colchester Road

Description of maintenance work to be performed semi-annually:

1. Complete maintenance on propane heating equipment
2. Replace all filters and belts (include high efficiency pleated air filters)
3. Lube and check motors and blowers
4. Tighten and check all electrical connections
5. Inspect contactors and electrical components
6. Test all systems for proper operation, perform efficiency test
7. Check voltage and amperage and record results
8. Provide detailed report upon completion of inspection

Note: Repairs and parts not included in this maintenance proposal.

We propose to provide the maintenance services noted above for the sum of \$ 300 annually.

THREE HUNDRED DOLLARS AND $\frac{00}{100}$
Spell out the amount above.

TOWN OF HEBRON
MAINTENANCE AND REPAIR OF HVAC EQUIPMENT
BID FORM

J. WORK TO BE PERFORMED AT: **Burnt Hill Park, 148 East Street**

Description of maintenance work to be performed semi-annually:

1. Complete inspection of all heating/cooling and ventilation equipment
2. Replace all filters and belts (include high efficiency pleated air filters)
3. Grease bearings and motors as required
4. Blow out and test condensate drains
5. Chemically clean condensers in spring
6. Start and check refrigerant charges in systems
7. Lube and check motors and blowers
8. Tighten and check all electrical connections
9. Inspect contactors and electrical components
10. Lubricate linkages for dampers and test
11. Provide complete maintenance on central AC systems
12. Test all systems for proper operation, perform efficiency test
13. Check voltage and amperage and note
14. Provide detailed report upon completion of inspection

Note: Repairs and parts not included in this maintenance proposal.

Equipment Includes: DX Cooling and Gas Boiler

We propose to provide the maintenance services noted above for the sum of \$ 960 annually.

Nine Hundred Sixty dollars and 00/100
Spell out the amount above.

TOWN OF HEBRON
MAINTENANCE AND REPAIR OF HVAC EQUIPMENT
BID FORM

K. WORK TO BE PERFORMED AT: Peters House, 150 East Street, Hebron

Description of maintenance work to be performed semi-annually:

1. Complete maintenance on all heating/cooling and ventilation equipment
2. Replace all filters and belts (include high efficiency pleated air filters)
3. Grease bearings and motors as required
4. Blow out and test condensate drains
5. Chemically clean condensers in spring
6. Start and check refrigerant charges in systems
7. Lube and check motors and blowers
8. Tighten and check all electrical connections
9. Inspect contactors and electrical components
10. Lubricate linkages for dampers and test
11. Provide complete maintenance on three (3) UNICO central AC systems
12. Clean UNICO natural gas furnace
13. Test all systems for proper operation, perform efficiency test
14. Check voltage and amperage and record results
15. Provide detailed report upon completion of inspection

Note: Repairs and parts not included in this maintenance proposal.

We propose to provide the maintenance services noted above for the sum of \$ 580 annually.

Five Hundred Eighty Dollars and 00/100
Spell out the amount above.

L. WORK TO BE PERFORMED AT: Hebron Elementary School, 92 Church Street, Hebron

We propose to provide the maintenance services noted above for the sum of \$ 4600 annually.

FOUR THOUSAND SIX HUNDRED DOLLARS AND $\frac{00}{100}$

M. WORK TO BE PERFORMED AT: Gilead Hill School, 580 Gilead Street, Hebron

We propose to provide the maintenance services noted above for the sum of \$ 4380 annually.

FOUR THOUSAND THREE HUNDRED EIGHTY DOLLARS AND $\frac{00}{100}$

TOWN OF HEBRON

MAINTAINENCE AND REPAIR OF HVAC EQUIPMENT

BIDDER'S EXPERIENCE - REFERENCES

This form shall be completed and returned with the Bid Form. Bidders may submit additional sheets as necessary. "EMS" stands for "Energy Management System".

Bidder: THERMODYNAMICS MECHANICAL SERVICES

Address: 3 Wells Road - Broad Brook

Building/Company Serviced: EZ MAINTENANCE SERVICES LLC

Address: 43 PEMAQUID ST - STOUGHTON, MA

Owned By: ELLIOT ZEPRUN

Name and Telephone
of Contact Person ELLIOT ZEPRUN - (617) 504-1142

EMS (name of software and
Bidder's involvement) BASIC THERMOSTAT CONTROLS

Building/Company Serviced: EAST WINDSOR SCHOOLS

Address: 70 SOUTH MAIN ST - EAST WINDSOR, CT

Owned By: EAST WINDSOR BOARD OF EDUCATION

Name and Telephone
of Contact Person WILLIE QUINONES - (860) 287-7531

EMS (name of software and
Bidder's involvement) ALERTON CONTROLS - MONITOR + MAKE REPAIRS

TOWN OF HEBRON

MAINTAINENCE AND REPAIR OF HVAC EQUIPMENT

LICENSED TECHNICIANS

This form shall be completed and returned with the Bid Form. Bidders may submit additional sheets as necessary.

Bidder: THERMODYNAMICS MECHANICAL

Address: 3 WELLS ROAD

BROAD BROOK CT 06016

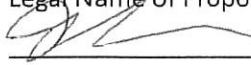
Name	License Grade	License
<u>DANIEL ROUSSEAU</u>	<u>S1</u>	<u>HTG 0406123</u>
<u>BRIAN ROUSSEAU</u>	<u>S1</u>	<u>HTG 0303064</u>
<u>JEFFREY ROUSSEAU</u>	<u>S2</u>	<u>HTG 0404466</u>
<u>BRYAN LEMIEUX</u>	<u>S2</u>	<u>HTG 0408988</u>
<u>BRANDON SEVERNS</u>	<u>APPRENTICE</u>	<u>D2 APPRENTICE</u>

APPENDIX I
TOWN OF HEBRON
Department of Finance
NON COLLUSIVE AFFIDAVIT OF PROPOSER

The undersigned proposer, having fully informed themselves regarding the accuracy of the statements made herein certifies that;

- (1) the proposer developed the bid independently and submitted it without collusion with, and without any agreement, understanding, or planned common course of action with any other entity designed to limit independent bidding or competition;
- (2) the proposer, its employees and agents have not communicated the contents of the bid to any person not an employee or agent of the proposer and will not communicate the proposal to any such person prior to the official opening of the proposal, and
- (3) acknowledges that the Town of Hebron's Code of Ethics Policy has been received and understood.

The undersigned proposer further certifies that this statement is executed for the purpose of inducing the Town of Hebron to consider the proposal and make an award in accordance therewith.

<u>Thermodynamics Mechanical Services INC.</u>	<u>3 Wells Road - Broad Brook, CT 06016</u>
Legal Name of Proposer/Firm	Business Address
<u> Service Manager</u>	<u>4/27/23</u>
Signature and Title	Date

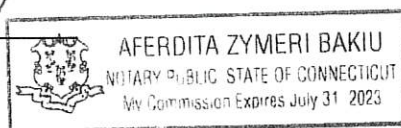
DAN ROUSSEAU
Printed Name of Title Person

Subscribed and Sworn to me this 27 day of April, 2023

Notary Public

My Commission Expires





MISSION STATEMENT

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

TOWN OF HEBRON BOARD OF SELECTMEN REGULAR MEETING (VIRTUAL)

Board of Selectmen Regular Meeting

Jun 1, 2023, 7:00 – 9:30 PM (America/New York)

Please join my meeting from your computer, tablet or smartphone.

<https://meet.goto.com/495259365>

You can also dial in using your phone.

Access Code: 495-259-365

United States: [+1 \(312\) 757-3121](tel:+13127573121)

Get the app now and be ready when your first meeting starts:

<https://meet.goto.com/install>

Thursday, June 1, 2023

7:00 p.m.

AGENDA

Time Guideline

- | | |
|-----------|--|
| 7:00 p.m. | 1. CALL TO ORDER |
| 7:00 p.m. | 2. PLEDGE OF ALLEGIANCE |
| 7:02 p.m. | 3. ADDITIONS AND CHANGES TO THE AGENDA |
| 7:05 p.m. | 4. PUBLIC COMMENT
This section of the agenda is reserved for persons in attendance who wish to briefly address the Board. The Board requests that comments be limited to three minutes or less. Persons wishing to comment should type "comment" and your name in the chat box and you will be recognized. |
| 7:10 p.m. | 5. GOOD TO KNOW/SPECIAL RECOGNITION

a) |
| 7:25 p.m. | 6. APPOINTMENTS AND RESIGNATIONS

a) |
| 7:30 p.m. | 7. TOWN MANAGER'S REPORT

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

7:40 p.m. 8. OLD BUSINESS

- a) American Rescue Plan State and Local Recovery Funds Update
- b) Public Works Building Project Survey Committee Update
- c) Public Works Building Project Next Steps
- d) Charter Revision Discussion
- e) 2023-2024 Budget Update
- f) Any Other Old Business

8:00 p.m. 9. NEW BUSINESS

- a) Parks and Recreation Park Policies Update
- b) Draft Agenda for June 15, 2023 Meeting
- c) Any Other New Business

8:25 p.m. 10. CONSENT AGENDA

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

a) **APPROVAL OF MINUTES**

- 10.a.1 May 8, 2023 – Special Meeting/Workshop
- 10.a.2 May 18, 2023 – Regular Meeting

b) **TAX REFUNDS**

8:30 p.m. 11. LIAISON REPORTS

- a) AHM Youth Services
- b) Hebron BOE – Gail Richmond
- c) Board of Finance – Peter Kasper
- d) Land Acquisition – Tiffany Thiele
- e) RHAM BOE – Marc Rubera
- f) Parks & Recreation Commission – Peter Kasper
- g) Economic Development Commission – Tiffany Thiele
- h) Hebron Historic Properties Commission – Dan Larson
- i) Commission on Aging/Senior Center – Gail Richmond
- j) Fire Department – Dan Larson
- k) WPCA – Andrew Tierney/Kevin Kelly
- l) Green Committee – Tiffany Thiele
- m) Douglas Library Board of Trustees – Gail Richmond

8:40 p.m. 12. PUBLIC COMMENT

8:45 p.m. 13. ADJOURNMENT

**TOWN OF HEBRON
BOARD OF SELECTMEN
REGULAR MEETING
MAY 18, 2023**

CONSENT AGENDA

Proposed Motion:

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

a) APPROVAL OF MINUTES

10.a.1 May 4, 2023 – Regular Meeting

b) APPROVAL OF TAX REFUNDS

10.b.1 Toyota Lease Trust	\$1,145.75
10.b.2 Steven E. Grahn	\$1,237.89

**TOWN OF HEBRON
BOARD OF SELECTMEN
Regular Meeting (Virtual)
Thursday, May 4, 2023 - 7:00 PM**

RECEIVED

2023 MAY 11 A 11:58

EDR
HEBRON TOWN CLERK

MINUTES

ATTENDENCE:

Board of Selectmen (Present): Daniel Larson (Chair, arrived at 7:18 p.m.), Tiffany Thiele, Peter Kasper, Marc Rubera

Board of Selectmen (Absent): Gail Richmond (Vice-Chair)

Staff Present: Andrew Tierney (Town Manager), Donna Lanza, Dori Wolf, Matthew Bordeaux

Guests: Allyson Nadeau-Schmeizl, Amy Doyle, Rev. Ron Kolanowski, Community Voice Channel, David Sousa, Diane Del Rosso, Holly Habicht, Kathy Dorgan, Mal Leichter, Meg Clifton, Terry McManus, Andrea Lattanzi

1. Call to Order

2. Pledge of Allegiance

Acting Chair P. Kasper called the meeting to order at 7:10 p.m. and led the Pledge of Allegiance.

3. Additions and Changes to Agenda

A. Tierney clarified item 8.C (2023-2024 Budget Update) would require BoS action.

4. Public Comment

A. **Meg Clifton** – Stated she felt BoS lost control of the budget narrative, especially regarding the PW project. Some misleading info, not supplied by the BoS, made it unclear what was being voted upon. She also believes if \$245,000 for PW facility design remains in the budget, it will be voted down again.

5. Good to Know/Special Recognition

A. Apraxia of Speech Proclamation

T. Thiele read the following **proclamation**:

Whereas, May 14, 2023 marks Childhood Apraxia of Speech Day during which awareness will be raised throughout Connecticut about childhood apraxia of speech, an extremely challenging speech disorder that affects 1-in-1,000 children.

**TOWN OF HEBRON
BOARD OF SELECTMEN
Regular Meeting (Virtual)
Thursday, May 4, 2023 - 7:00 PM**

Whereas, childhood apraxia of speech (CAS) causes children to have significant difficulty learning to speak and is among the most severe speech deficits in children.

Whereas, the act of learning to speak comes effortlessly to most children, those with apraxia require early, appropriate, and intensive speech therapy, often for many years to learn to speak.

Whereas, without appropriate speech therapy intervention, children with apraxia will have diminished communication skills, but are also placed at high risk for secondary impacts in reading, writing, spelling, and other school-related skills.

Whereas, that such primary and secondary impacts diminish future independence and employment opportunities and challenge the ability to become productive, contributing citizens if not resolved or improved.

Whereas, public awareness about childhood apraxia of speech in Connecticut is essential for families of children with this neurological disorder and the professionals who support them to achieve the needed services for those learning to use their own voice.

Whereas, our highest respect goes to these children, as well as their families, for their effort, determination, and resilience in the face of such obstacles.

Let it be resolved, that the Town of Hebron hereby designate May 14, 2023 as “**Apraxia Awareness Day**” and citizens of Hebron and surrounds are encouraged to work within their communities to increase awareness and understanding of childhood apraxia of speech.

B. The Town Center Project

Holly Habicht of The Town Center Project gave a presentation detailing the mission, history, and background of the organization, and highlighted upcoming events and future plans. TTCP began in 2017, to create a more vibrant town center and establish Hebron as a place to “see, eat, and do”. **(D. Larson arrived.)**

Events such as Lazy Days of Summer, Summer Concert Series, 4th of July Celebration, and Harvest Moon Festival aim to draw people to Hebron, benefiting the community, neighbors, and businesses. Installations like the Snowfolk and Adirondack chairs also highlight the town center. They are hoping to secure a storage facility, allowing them to expand current installations, and broaden events to incorporate more of Main Street.

**TOWN OF HEBRON
BOARD OF SELECTMEN
Regular Meeting (Virtual)
Thursday, May 4, 2023 - 7:00 PM**

6. Appointments and Resignations

A. Catchment Area Council 15 Appointment

A. Tierney noted a letter from Maureen Shaffer, expressing her desire to serve as Hebron's representative to CAC 15, which reviews current behavioral health services, and identifies gaps based on town needs.

Motion by P. Kasper that the Hebron Board of Selectmen appoint Maureen Shaffer as Hebron's representative to Amplify Catchment Area Council 15.

Discussion:

Allyson Nadeau-Schmeizl supported the appointment; she is the executive director of Amplify.

The motion passed unanimously (4-0).

7. Town Manager's Report

A. Tierney noted ongoing budget work towards a second referendum. The Wall Street sidewalk and Rt 316/66 intersection improvement projects are close to bid stage. Hiring searches for PW director, PW administrative assistant, building inspector, fire marshal, and two fire maintainers, among others, are ongoing. Recent departures from the fire department indicated flexible schedules at other departments were a main reason for leaving. A post-MapleFest meeting led to items for BoS discussion at a future date.

8. Old Business

A. ARPA Funds Update

An ARPA update and workshop is tentatively scheduled for Monday, May 8th, 2023, for the BoS to review and revise approved and requested ARPA projects.

B. PW Building Project Survey Committee Update

P. Kasper shared a draft of the survey, included in the agenda, and it was agreed to move forward. A final draft will be returned to the BoS for approval. A. Lattanzi noted a comprehensive FAQ will be published following the survey, to provide accurate information readily. M. Leichter believes the committee should stay active following the survey, as the project continues.

C. 2023-2024 Budget Update

There was discussion regarding the failed budget referendum, and advisory question results. The majority of responding voters indicated they felt the budget was too high. A. Tierney noted the BoF lowered the bottom line by \$500,000 at their most recent meeting, with \$250,000 of that coming from the town budget. He recommended removing \$245,000 (slated for PW facility design) from CIP.

**TOWN OF HEBRON
BOARD OF SELECTMEN
Regular Meeting (Virtual)
Thursday, May 4, 2023 - 7:00 PM**

T. Thiele read the following **proposed resolution**:

FY 2023-2024 CIP BUDGET

Be it resolved that the Hebron Board of Selectmen recommend a proposed CIP Budget to the May 23, 2023 Budget Referendum of \$602,886 for FY 2023-2024 as follows:

- | | |
|---|-----------|
| • Road Resurfacing and Road Improvements | \$320,930 |
| • Replace Truck 52 (2007) | \$226,956 |
| • Jones Street Culvert Replacement – First Year Funding | \$ 55,000 |
-

P. Kasper read the following **proposed resolution**:

2023-2024 BUDGET

Be it resolved that the Hebron Board of Selectmen recommend a proposed town government expenditure budget to the May 23, 2023 Budget Referendum for FY 2023-2024 of \$10,979,553 which is a 4.07% increase from the FY 2022-2023 budget. This includes:

Town Government Budget	\$9,090,755
Contribution to Capital Improvement (Over \$75,000)	\$ 488,017
Contribution to Open Space	\$ 25,000
Contribution to Capital Projects (\$10,000-75,000)	\$ 230,187
Contribution to Revaluation	\$ 40,000
Debt Service	\$1,105,594

Discussion:

Members discussed factors impacting budget issues, including shifts in RHAM population/levy, and declining volunteerism, requiring more expenditures for public safety. Public opinion and discourse on social media surrounding the budget was challenging and somewhat confused. T. Thiele stated the \$245,000 was not for hiring a PR firm (as had been stated online), but rather for PW facility design. She again noted the need to consider bifurcation, with several BoS members agreeing town and education

**TOWN OF HEBRON
BOARD OF SELECTMEN
Regular Meeting (Virtual)
Thursday, May 4, 2023 - 7:00 PM**

budgets should be differentiated and viewed independently. The need to move forward with a PW facility was noted in the context of worker safety. The BoS agreed that \$245,000 for facility design seemed to be a main issue for voters, but also noted removing it would not guarantee passage.

2023-2024 CIP BUDGET RESOLUTION VOTE

The resolution passed unanimously (4-0).

2023-2024 BUDGET RESOLUTION VOTE

The resolution passed unanimously (4-0).

9. New Business

A. Update on Hebron Plan of Conservation and Development

Town Planner M. Bordeaux reviewed the ongoing update, noting the importance of the POCD to Planning & Zoning direction, state funding eligibility, and Capital Improvement planning. The current POCD is a 10-year plan and was adopted in 2014, giving the town until next year to update. M. Bordeaux shared numerous resources related to the project, available on the town website. The plan is broken down into a series of categories, including: Community Profile, Conservation Plan and Policies (including sections on Sustainability, Underground Drinking Water Supplies, Stream Corridors and Bodies of Water, among others), Development Plan and Policies (including sections on business and residential districts), and Municipal Infrastructure (covering education, emergency services, public works, and other key infrastructure components). Input from stakeholders is being gathered. Revision status and targeted completion dates for each section was outlined.

B. Housing Choices Plan Sub-Committee

M. Bordeaux recommended the BoS establish, by ordinance, an advisory committee to address community housing needs. A Housing Choice Plan is state-mandated. The BoS supported the idea, asking M. Bordeaux to move forward with the proposal. He will provide a draft ordinance to the BoS.

C. Commons Community Development Corporation Resolution of Support and Approval of Communities Challenge Grant Application

M. Bordeaux requested the BoS offer their approval and support of a Connecticut Communities Challenge Grant application submitted by the Commons CDC. He also recommended a general endorsement of the Commons CDC, stating this aligns with Housing Plan objectives, which include partnerships with non-profit or faith-based organizations. He noted many grant opportunities require the support of the town.

**TOWN OF HEBRON
BOARD OF SELECTMEN
Regular Meeting (Virtual)
Thursday, May 4, 2023 - 7:00 PM**

P. Kasper read the following **proposed resolutions**:

SUPPORT OF COMMONS CDC INITIATIVE

Whereas, The “Hebron 2022-27 Plan for Housing Choices,” adopted May 24, 2022, demonstrates both the need for affordable housing and the desire to build more diverse housing in the community, and;

Whereas, The Plan calls for an increase in the number of affordable housing units by at least 75 in five years, and;

Whereas, The Town of Hebron Plan of Conservation and Development includes goals related to the provision of varied, safe, and attractive residential growth, including to provide diversity in the types of housing within the Town that will satisfy the needs of all socioeconomic and demographic levels; to provide for appropriate areas within the Town where alternative forms of housing may occur; and to encourage the production of housing, both rental and owner occupied, in an acceptable quantity and quality to meet the economic means of the Town’s population with particular attention given to housing for elderly, lower income families and to those just entering the workforce.

Therefore, be it Resolved that the Town of Hebron Board of Selectmen, seeking to further the goals and objectives of the Hebron 2022-27 Plan for Housing Choices, supports the efforts of the Commons Community Development Corporation to develop high-quality housing intended to meet the needs of low- and moderate-income households in Hebron, and authorize the Town Manager and Town Planner to assist in the application for public funding opportunities when those opportunities are appropriate for the project and fiscally-responsible in consideration of the use of tax-payer funds.

SUPPORT OF COMMUNITIES CHALLENGE GRANT PROGRAM APPLICATION

BE IT RESOLVED that the Hebron Board of Selectmen approve the application to the Connecticut Communities Challenge Grant Program for improvements proposed in Hebron Center including those in support of the Commons Community Development Corporation’s effort to develop housing for low- and moderate-income families at 60 Church Street and authorize Andrew J. Tierney, Town Manager, to sign any necessary grant documents and to apply for, accept, and receive the grant if awarded.

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COMMONS CDC INITIATIVE VOTE

The resolution passed unanimously (4-0).

COMMUNITIES CHALLENGE GRANT PROGRAM APPLICATION VOTE

The resolution passed unanimously (4-0).

D. Approve Revised Job Description: Building Official

Motion by P. Kasper that the Hebron Board of Selectmen approve the revised job description for the Building Official/Zoning Enforcement Officer as presented.

Discussion:

T. Thiele inquired as to the process of job description revisions. A. Tierney stated the town considers state statutes and criteria, as well as receiving input from the departing official. Changes are reviewed by the town attorney. Descriptions of similar positions in other towns are also compared.

The motion passed unanimously (4-0).

E. Connecticut Neighborhood Assistance Act Tax Credit Program

It was noted there has been little to no interest in this program in recently. Due to this fact, and the June 1st deadline, the BoS agreed to pass on participating this year. T. Thiele also noted her intent to abstain, as she works for the agency in question.

Motion by P. Kasper that the Hebron Board of Selectmen schedule a Virtual Public Hearing on program proposals for inclusion in the 2023 Connecticut Neighborhood Assistance Act Program for Thursday, June 1, 2023, at 6:45 p.m.

T. Thiele abstained; D. Larson, M. Rubera, and P. Kasper voted nay. The motion failed (3-0, 1 abstention.)

F. Review Tax Abatement Interest Rate for 2023

A. Tierney noted the BoS has the option to adjust the interest rate. He recommended they raise the rate from 1.5% to 3.5%, and included communication from Brian O'Connell sharing that recommendation.

**TOWN OF HEBRON
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Regular Meeting (Virtual)
Thursday, May 4, 2023 - 7:00 PM**

T. Thiele read the following proposed resolution:

BE IT RESOLVED by the Hebron Board of Selectmen that in accordance with Chapter 320, Article XII Section 320-20 of the Hebron Town Code, the tax abatement interest rate for 2023 be set at 3.5%.

The resolution passed unanimously (4-0).

10. Consent Agenda

Motion by P. Kasper that the Hebron Board of Selectmen approve the following consent agenda items and motions contained therein as if individually adopted.

A. Approval of Minutes

- 1. March 28, 2023 – BoS/BoF Budget Meeting**
- 2. April 6, 2023 – Regular Meeting**

B. Approval of Tax Refunds

- 1. Kristopher Heger - \$1,755.23**
- 2. Russell Foerschner - \$82.64**
- 3. Jonathan Sarkis & Michelle Sarkis - \$50.13**

The motion passed unanimously (4-0).

11. Liaison Reports

A. Tierney noted sewer improvements are wrapping up.

12. Public Comment

None.

13. Anticipated Executive Session

Tabled.

14. Adjournment

Motion by P. Kasper and seconded by M. Rubera to adjourn. Meeting adjourned at 9:31 pm.

Respectfully submitted,
Hannah Walcott (Board Clerk)