

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)**

RECEIVED

2024 APR -1 A 10: 25
HEBRON TOWN CLERK

Board of Selectmen Regular Meeting
 April 4, 2024, 7:00 PM (America/New York)
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Thursday, April 4, 2024

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 of Selectmen. The Board requests that a person's comments be limited to a single period lasting three minutes or less. While the Board respects the right of the public to provide comment, this time is not intended for open discussion or a Board response. Residents who wish to request a dialogue should make arrangements to do so through the Town Manager's Office or the Board Chair. (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) Public Service Award – Natalie Wood
- 7:15 p.m. 6. APPOINTMENTS AND RESIGNATIONS**
 - a) Planning and Zoning Commission Resignation
 - b) Green Committee Appointment
 - c) HES and GHS Roof Building Committee Appointment
- 7:20 p.m. 7. TOWN MANAGER'S REPORT**
 - a) Recent Activities
 - b) Correspondence
 - c) Town Manager Updates

- 7:30 p.m. 8. OLD BUSINESS**
- a) American Rescue Plan State and Local Recovery Funds Update
 - b) Department of Public Works Action Committee Update
 - c) Plan of Conservation and Development ***
 - d) FY 2024-2025 Budget
 - e) Discuss In-Person/Hybrid Meetings
 - f) Any Other Old Business
- *** No need for discussion or action at this time
- 8:00 p.m. 9. NEW BUSINESS**
- a) Tax Abatement Program Annual Interest Rate Review
 - b) Draft Agenda for April 18, 2024 Meeting
 - c) Any Other New Business
- 8:30 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 March 12, 2024 – Regular Meeting – Budget Workshop
 - 10.a.2 March 19, 2024 – Regular Meeting – Budget Workshop
 - 10.a.3 March 21, 2024 – Regular Meeting
 - b) **TAX REFUNDS**
- 8:35 p.m. 11. LIAISON REPORTS**
- a) AHM Youth Services – Peter Kasper
 - b) Hebron BOE – Tiffany Thiele
 - c) Board of Finance – Dan Larson
 - d) Land Acquisition – Keith Petit
 - e) RHAM BOE – Claudia Riley
- 8:45 p.m. 12. PUBLIC COMMENT**
- 8:50 p.m. 13. ADJOURNMENT**



**TOWN OF HEBRON
CERTIFICATE OF RECOGNITION**

AWARDED TO

NATALIE A. WOOD

With sincere appreciation for her many years of dedicated service to the

TOWN OF HEBRON

Planning & Zoning Commission

(1989-2003 & 2008-2024) Chairman 2017-2023

Capital Improvement Program Committee (2011-2015)

Justice of Peace (2009-2024)

Republican Town Committee (2002-2006 & 2010-2024)

Dated at Hebron, Connecticut this 21st day of March, 2024.

*Peter D. Kasper, Chairman
Board of Selectmen*

*Andrew J. Tierney
Town Manager*

**TOWN OF HEBRON
BOARD OF SELECTMEN
REGULAR MEETING
APRIL 4, 2024**

APPOINTMENTS AND RESIGNATIONS

a. Planning and Zoning Commission Resignation

Attached is a letter from Natalie Wood resigning her position on the Planning and Zoning Commission effective March 31, 2024.

Proposed Motion:

Move that the Hebron Board of Selectmen accept the resignation of Natalie Wood from the Hebron Planning and Zoning Commission with regret and thanks for her many years of dedicated service. The Selectmen designate Friday, April 12, 2024, as the posting date for the vacancy notice. The 35th and final day by which nominations shall be received is Friday, May 17, 2024.

b. Green Committee Appointment

Enclosed is a request from Brian Barlow (U) to move from Alternate to Regular Member on the Hebron Green Committee.

Proposed Motion:

Move that the Hebron Board of Selectmen appoint Brian Barlow as a Regular Member of the Hebron Green Committee for a term to run until December 2027.

c. HES and GHS Roof Building Committee Appointment

Proposed Motion:

Move that the Hebron Board of Selectmen appoint Eleisha LeMay as the Hebron Board of Education's representative to the HES and GHS Roof Building Committee effective immediately.

Natalie A. Wood

34 Pepperbush Dr.

Amston, CT 06231 – 1652

Cell: 860.918.3898

RECEIVED

2024 MAR 25 P 2:15

HEBRON TOWN CLERK

cc. Matthew Bordeaux, Town Planner

March 25, 2024

RE: Resignation of Natalie A. Wood from Planning & Zoning Commission Seat

Dear Andy,

It is with regret that I inform you that I will be resigning my seat on the Planning & Zoning Commission, and the office of Vice Chairman, effective March 31, 2024. I will be moving out of state in mid-April and so will not be eligible to stay on in the position.

Similarly, I will be resigning my position as Justice of the Peace effective the same date and for the same reason.

It has been an honor and a pleasure to have served the Town on not only PZC and related subcommittees, but also the Capital Improvement Committee and Justice of the Peace for many years. I appreciate your leadership and support as well as the support of all Town Staff over the years. Thank you-- it has truly been a pleasure to work with you and such a dedicated group of folks. I will miss you all.

Best regards,



Natalie A. Wood

Vice Chair, PZC

Donna Lanza

From: brian barlow <brian.barlow164@gmail.com>
Sent: Monday, March 25, 2024 12:33 PM
To: Donna Lanza
Subject: Letter of Intent

To the Board of Selectmen of the town of Hebron.

I have been an unofficial and alternate member of the green committee in town for a couple years and I would like to be made an official full time member.

Thanks, Brian.

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Donna Lanza

From: Andy Tierney
Sent: Monday, March 18, 2024 8:35 AM
To: Donna Lanza
Subject: FW: GHS/HES Roof Committee

From: Thomas Baird <tbaird@hebron.k12.ct.us>
Sent: Monday, March 18, 2024 8:16 AM
To: Peter Kasper <pkasper@hebronct.com>; Richard Steiner <rsteiner183@aol.com>; Andy Tierney <atierney@hebronct.com>
Cc: Eleisha LeMay <elemay@hebron.k12.ct.us>; hpetit@hebron.k12.ct.us; Kaitlyn Shelar <kshelar@hebron.k12.ct.us>
Subject: GHS/HES Roof Committee

Mr. Kasper, Mr. Steiner, and Mr. Tierney,

The Board of Education formally accepted Heather Petit's resignation from and appointed Eleisha LeMay to the GHS/HES Roofing Committee last Thursday. I know this requires action from the Board of Selectmen as well to appoint Eleisha. She does plan to attend tonight as a community member.

Please let me know if anything else is needed on our part.

In collaboration,
Tom

Thomas J. Baird, EdD
Superintendent of Schools



CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

CORRESPONDENCE

Donna Lanza

From: Andy Tierney
Sent: Wednesday, March 27, 2024 10:02 AM
To: Donna Lanza
Subject: FW: Hebron WPCA

Agenda item for BOS

-----Original Message-----

From: Diane DelRosso <ddelrosso@hebronct.com>
Sent: Sunday, September 3, 2023 1:53 PM
To: Andy Tierney <atierney@hebronct.com>
Subject: Hebron WPCA

Hi Andy,

Over the last couple years the Board of Finance (BOF) has had some general discussions around oversight of Hebron's Water Pollution Control Authority (WPCA). We recognize the authority of Hebron's Board of Selectmen (BOS) and that the BOS appoint members to the WPCA Board under Chapter VII of Hebron's Town Charter. The Rules of Procedure for this Board are generally defined in Section 708 and are to be filed with the office of the Town Clerk and with the BOS.

The WPCA is responsible for major infrastructure for Hebron and its residents including major expenditures in the Town's budget. All of Hebron's constituents are currently paying for the replacement of the pumping stations due to the normal life cycle of the system. The BOF is requesting that the BOS take a more proactive approach to the review of the activities of the WPCA including the following:

1. Review and update, if necessary, the WPCA Rules of Procedure to consider -
 - a. Update timing of budget preparation to be included in the Town of Hebron's budget preparation
 - b. Review and update procedures to set system pricing that should include an escrow amount (to be restricted in Hebron's accounts) to be set aside for future replacement, maintenance and repair.
 - c. Identify specific timing for the WPCA to present to the BOS annual review and approval of user's fees.
 - d. Ensure that WPCA reports to the BOS on a regular cycle that might be through Board meeting notes, Liaison reports or direct updates to the BOS from time to time.

Please let me know if you want to discuss. I would have preferred to have a conversation with you about this though I have difficulty trying to find time during normal business hours. Thank you for your consideration.

Best regards,
Diane

**TOWN OF HEBRON
BOARD OF SELECTMEN
REGULAR MEETING
APRIL 4, 2024**

AMERICAN RESCUE PLAN STATE AND LOCAL RECOVERY FUNDS UPDATE

Attached is an updated ARPA Status Report. The current remaining funds held in reserve are \$263,585.

After a review of all approved ARPA project, those that could potentially be "stuck" or could be considered for funding reallocations include:

Dog Park	\$ 50,000
Peters House Accessibility - ADA Improvements/Parking	\$ 98,708

The Town Manager is recommending that the following projects be formally declined:

P & R Trail Development	60,000 to	\$ 80,000
P & R Field Upgrades	70,000 to	\$ 94,000
Historical Society OTH Restrooms/Accessibility		\$125,000
Peters House Renovation/Restoration		\$ 50,000
Land Acknowledgement Plaques		\$ TBD
GHS Water System		\$ TBD
Fund for Affordable Ownership		\$ TBD

The Town Manager is recommending that the following projects be approved for ARPA funding:

Hebron Center Signage	\$ 35,000
Fire Department Active Shooter Tactical Gear	\$ 13,600

Proposed Resolution:

BE IT RESOLVED that the Hebron Board of Selectmen approve the ARPA projects listed below (or amended) and authorize Andrew J. Tierney, Town Manager, to take any action necessary to acquire or implement the identified projects.

Hebron Center Signage	\$ 35,000
Fire Department Active Shooter Tactical Gear	\$ 13,600

BE IT FURTHER RESOLVED that it is understood the amounts indicated are budget estimates; the amount of the final project may be more or less than indicated and that the Town Manager has the discretion to adjust the amount. If an individual project budget comes in more than 20 % above the original budget amount, an update will be provided to the Board of Selectmen before commitment is made and project is finalized.

BE IT FURTHER RESOLVED that authorization given to Andrew J. Tierney, Town Manager, by this resolution includes signing any purchase agreements, contracts or any other documents necessary to finalize the projects.

State and Local Recovery Funds
American Rescue Plan
ARPA PROJECT STATUS REPORT

3/28/2024 1:36 PM

TOTAL FUNDING RECEIVED

\$ 2,812,714

APPROVED PROJECTS

Date Approved	Priority	Project Description	Responsible Department	Original Approval	Revised Amount	Current Balance	Final Expense	Status/Disposition
7/21/2022		Security Measures - Town Buildings	TM	143,000		143,000		Working with vendors/alarm work in process
7/21/2022		Vandal-Proof Surveillance Cameras - Veteran's	TM/P&R	12,000		12,000		Working with vendors
7/21/2022		Virtual Meeting Room Conference Equipment (Library & TOB)	TM	66,000		65,504		Working w/ new vendors/reviewing quote for Library/TOB hybrid room complete
8/2/2022		Contribution Toward Emergency Generator for Stonecroft Housing	TM	70,000	84,000	36,500		Deposit made/generators installed/working on electrical connections/final invoice in Spring 2024
9/1/2022		Cyber Threat Assessment and Security Measures	TM	25,000		9,934		Assessment & Tabletop complete/Hardware purchased - Project Continues
9/1/2022		Wall Street Sidewalk Project	TM/P&D	146,000		143,751		Bid Awarded/Signed Contract/Construction in Spring/Summer 2024
1/19/2023		Implicit Bias Training Town Employees/Elected Officials	TM	5,000		3,800		Training conducted Nov 6 & 8, 2023/more to be scheduled
7/21/2022		Skate Park Veteran's	P&R	145,000		145,000		P & R Subcom working on this with designer/demolished/to PZC and RFP to be done
7/21/2022		Pickle Ball Courts (3)	P&R	65,000	118,000	113,994		P & R working on this \$ adj 8/3/23, survey complete, need plans and PZC approval
7/21/2022		Playscape Veteran's	P&R	150,000	153,450	0		Order placed - Delivered 1/30/2024 - Installation in Process
7/21/2022		Dog Park - Location TBD	P&R	50,000		50,000		Pending P & R location recommendation
5/8/2023		P & R Field Lighting (Veteran's baseball field)	P&R	250,000		250,000		Regulation amendment in process, then special permit app, then RFP
7/21/2022		Pendleton Drive to Library Pedestrian Bridge - Town Match Engineering	P&D	101,886		62,373		STEAP Grant, completing plans, need Cons/PZC approved, to RFP
7/21/2022		Peters House Accessibility - ADA Parking/Ramp	P&D	100,000		98,708		Working w/ Preservation CT and SHPO
2/16/2023		Hebron Center Signage (wayfinding and community event 85/66) Design Only	P&D	10,000		10,000		LADA preparing preliminary drawings for event board sign/working on DOT approval
3/21/2024		Horton House Maintenance	P&D	81,600				RFP to on-call architects/will acquire quotes from vendors
9/1/2022		Active Shooter Training and Police Vehicle/Classroom Toolkits	PD	20,000	45,000	26,024		Increased 5/8/2023 STB and other materials on order for RHAM, HBOE and Town
1/19/2023		Police Accreditation	PD	28,000		10,915		PowerDMS \$10,875.07 / Accreditation Officer
3/21/2024		Police Department Tasers (five year lease \$26,800)	PD	16,081				Fund w/ ARPA for 3 years \$16,080.18
7/21/2022		Old Town Hall Building Maintenance/Repairs - Paint/Windows/Study	HHS	25,000	82,200	82,200		Adjusted 5/8/2023 - Work to begin Spring 2024
1/19/2023		Hebron Historical Society Ancient Cemetery Repair/Maintenance (5) Cemeteries	HHS	100,000	50,000	50,000		Adjusted 5/8/2023
7/21/2022		CERT Vehicle Replacement (pre-owned) or Refurbish	EM	115,000		115,000		EMD searching for vehicle
7/21/2022		Martin Road Reconstruction Engineering	DPW	25,000		3,532		LOTCLIP Grant/Partial Town Match/in design process/Construction 2026
7/21/2022		Gilead Hill School Playscape	HBOE	120,000		46,536		Order placed, need site plan and PZC approval
7/21/2022		Green Committee Funding Special Projects	GC	25,940		1,714		Twin bins & Transfer Station signs purchased, bike racks to be purchased/to PZC for placement
				1,998,157				

**State and Local Recovery Funds
American Rescue Plan
ARPA PROJECT STATUS REPORT**

3/28/2024 1:36 PM

COMPLETED PROJECTS

Date Approved	Priority	Project Description	Responsible Department	Original Approval	Revised Amount	Current Balance	Final Expense	Status/Disposition
7/21/2022		Police Vehicle w/ MLPR	PD	97,125	77,206	0	60,206	Complete - Vehicle purchased, MLPR removed 9/21/2023
7/21/2022		Fire Department Marine	FD	23,000		0	22,970	Complete
7/21/2022		Fire Department Battery Operated Rescue Tools	FD	50,000		0	52,039	Complete
7/21/2022		HAMR Softball Field Veteran's	P&R	20,000		0	18,940	Complete
7/21/2022		Construction Fire Co # 1 Ambulance Bay Expansion/Engineering/Design	FD/PBC	100,000	161,100	0	22,100	Project Closed - Round 2 Adj 2/2/23 & 8/3/23 Bids rejected, Project Removed from ARPA 12/7/23
7/21/2022		AHM HVAC System Upgrade	AHM	55,000		0	55,000	Complete
7/21/2022		EV Charging Stations (TOB, SC, BHP)	TM	33,000	39,000	0	39,000	Complete
9/1/2022		Hebron Interfaith Human Services (HIHS) Food Pantry Support	HIHS	10,000		0	10,000	Complete
9/1/2022		Police Vehicle	PD	80,000		0	66,345	Complete
9/15/2022		WPCA Sewer System Improvements	WPCA	82,140		0	82,140	Complete
1/5/2023		ACO Vehicle (pre-owned)	ACO	10,000		0	9,000	Complete
2/16/2023		Fence Between Library and Legion	P&D	7,500		0	7,447	Complete
2/16/2023		CoDE Support for Juneteenth Event	TM	4,000		0	4,000	Complete
2/16/2023		Hebron Elementary School Gym Floor	HBOE	264,800	75,900	0	75,900	Complete - Adjusted 5/8/23 Repair not replace
5/8/2023		The Town Center Project (TTCP) Storage Shed	TTCP	30,000		0	24,000	Complete
5/8/2023		Fire Department Turnout Gear	FD	40,000		0	40,000	Complete
1/19/2023		Gull School Roof	P&D	20,000		0	19,825	Complete
				608,912				

ARPA FUNDING STATUS

COMPLETED PROJECTS	608,912
APPROPRIATED FUNDS	1,998,157
ACCRUED INTEREST	57,940
REMAINING ARPA FUNDS TO BE HELD IN RESERVE	\$ 263,585
	\$ 2,812,714

AHM Andover Hebron Marlborough Youth Services
 ACO Animal Control Officer
 HBOE Hebron Board of Education
 DPW Department of Public Works
 EM Emergency Management
 FD Fire Department
 GC Green Committee
 HHS Hebron Historical Society
 HIHS Hebron Interfaith Human Services
 P&R Parks and Recreation
 P&D Planning and Development
 PD Police Department
 PBC Public Building Committee
 TTCP The Town Center Project
 TM Town Manager's Office
 WPCA Water Pollution Control Authority

**State and Local Recovery Funds
American Rescue Plan
ARPA PROJECT STATUS REPORT**

3/28/2024 1:36 PM

Approved by Town Attorney Awaiting BOS Approval

Hebron Center Signage (wayfinding and community event 85/66) Fabrication/Construction	35,000	Refine budget for fabrication and construction
P & R Trail Development	80,000 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 - Old Town Hall Restroom/Accessibility	125,000	Need more Information
Peters House Renovation/Restoration	50,000	
Land Acknowledgement Plaques (CoDE)	\$ TBD	

Awaiting Town Attorney Approval and BOS Approval

Collins: GHS Water System	Tentative Attorney Approval
Collins: Fund for Affordable Home Ownership	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	Instructed Green Committee to use already approved funds
		EV Charging Stations - Locations TBD	TBD	
		Winter Heating Assistance	25,000	5/8/23 Funding was restored by State
		Beautify Veterans Memorial Route 85/66 - Trees/Bushes	600	5/8/23 Funded by HPPG Community Fund
7/21/2022	20	Trail Repairs	12,000	Removed 8/3/2023
		Fire Department UHF Radios (Fire Marshal)	5,023	Funded from Fire Department Budget
		Document Storage Review - Horton House	4,600	Funded from FY 23-24 Operating Budget
		Hebron Green Parking Lot Improvements	50,000	STEAP Grant Received
7/21/2022	7	Senior Center Generator Switch Gear/Connection	14,000	Will be in CIP Budget-Used generator oversized and not good fit for location closed 1292024

Obligate Funds by December 31, 2024

Spend Funds by December 31, 2026

**TOWN OF HEBRON
BOARD OF SELECTMEN
REGULAR MEETING
APRIL 4, 2024**

DEPARTMENT OF PUBLIC WORKS ACTION COMMITTEE UPDATE

Chairman Kasper will provide a status report on the Public Works Action Committee at the meeting.

**TOWN OF HEBRON
BOARD OF SELECTMEN
REGULAR MEETING
APRIL 4, 2024**

FY 2024-2025 BUDGET

Attached is a copy of the Budget Transmittal and Summary of the Board of Selectmen's recommended budget submitted to the Board of Finance on March 28, 2024.

It is appropriate at this time for the Selectmen to discuss and decide on budget communication tools to be used for the May 7, 2024 Budget Referendum including:

- Explanatory Text Flyer
- Budget Ballot Question Format
- Exit Poll
- Advisory Questions
- Other Communication to include Social Media, etc.

Attached for your reference is a copy of the FY 2023-2024 Explanatory Text flyer which includes the ballot questions. If approved, the explanatory text flyer will require Town Attorney approval and be distributed in the Rivereast News Bulletin as an insert before the Referendum.

Proposed Resolution:

BE IT RESOLVED that the Hebron Board of Selectmen authorize an Explanatory Text flyer be prepared and distributed for the FY 2024-2025 Budget Referendum.



Town of Hebron

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

ANDREW J. TIERNEY
TOWN MANAGER

PETER D. KASPER
CHAIRMAN

DANIEL LARSON
VICE CHAIRMAN

TIFFANY V. THIELE
SELECTMAN

KEITH PETIT
SELECTMAN

CLAUDIA TEJADA RILEY
SELECTMAN

March 27, 2024

Diane DelRosso, Chairman
Hebron Board of Finance
Town of Hebron
15 Gilead Street
Hebron, CT 06248

Dear Chairman DelRosso and Board of Finance Members:

Pursuant to Section 902 E of the Hebron Town Charter the Board of Selectmen submits a proposed town government expenditure budget of \$11,940,264 to the Board of Finance for FY 2024-2025, which is an increase of \$1,010,711 or 9.25 percent over the FY 2023-2024 budget.

The Board of Selectmen is recommending a CIP Budget of \$1,325,524 with a contribution from the general government budget of \$1,176,734. We also recommend funding Capital Projects at \$133,650 and Revaluation at \$40,000. Debt Service will be funded at \$843,216. Open Space/Land Acquisition funding is recommended at \$100,000.

Attached you will find a summary of the Board of Selectmen's recommended expenditure budget with a listing of adjustments made to the Town Manager's Budget. Also included are the CIP and Capital Project budget recommendations.

The Board of Selectmen, Board of Finance and Town staff have worked diligently to put forward a budget that provides for Town services and educational excellence the taxpayers demand while keeping in mind the economic concerns faced by many in our community. We hope to present a budget the voters will support at referendum.

We appreciate the cooperation and support provided by the Board of Finance during the budget process.

Sincerely,

Peter D. Kasper
Chairman
Hebron Board of Selectmen

cc: Hebron Board of Education
RHAM Board of Education

TOWN OF HEBRON
2024-2025 PROPOSED BUDGET
March 26, 2024

Per Section 902 E of the Hebron Town Charter, the Board of Selectmen recommends a budget for 2024-2025 which totals \$41,090,781. This is an increase of 5.05 percent over last year's adopted budget of \$39,115,203 and represents a total dollar increase of \$1,975,578.

	ADOPTED Expenditures 2023-2024	PROPOSED Expenditures 2024-2025	Difference	Percent Change
Total Town Budget				
Town Government	\$ 9,075,170	\$ 9,646,664	\$ 571,494	6.30%
Contr. to Capital Improvement	453,602	1,176,734	723,132	159.42%
Contr. to Open Space Acq.	25,000	100,000	75,000	300.00%
Contr. to Capital Projects	230,187	133,650	(96,537)	-41.94%
Contr. to Revaluation	40,000	40,000	-	0.00%
Debt Service	1,105,594	843,216	(262,378)	-23.73%
TOWN GOV'T SUB TOTAL	10,929,553	11,940,264	1,010,711	9.25%
Hebron Board of Education	12,796,568	13,663,914	867,346	6.78%
RHAM Assess(w/o debt)	15,127,331	15,275,896	148,565	0.98%
RHAM Debt Service	261,751	210,707	(51,044)	-19.50%
Total General Government	\$ 39,115,203	\$ 41,090,781	\$ 1,975,578	5.05%

The recommended revenue budget is as follows:

	ADOPTED 2023-2024	PROPOSED 2024-2025	Difference	Percent Change
General Government	\$ 892,661	\$ 1,260,855	\$ 368,194	41.25%
Other State Revenues	419,447	492,924	73,477	17.52%
ECS & Special Ed Grant Funding	5,997,693	5,997,693	-	0.00%
Unassigned/Debt Mgmt Contribution	\$ 862,000	\$ 862,000	-	0.00%
Back Taxes / Lien Fees	400,000	400,000	-	0.00%
Tax Revenue	30,543,402	32,077,309	1,533,907	5.02%
	\$ 39,115,203	\$ 41,090,781	\$ 1,975,578	5.05%

The total amount needed to be raised by taxes is \$32,077,309 which is an increase of \$1,533,907.

This would result in a mill rate calculated utilizing the following factors:

	GRAND LIST REAL ESTATE/ PERSONAL PROPERTY	GRAND LIST MOTOR VEHICLE
Grand List - October 1, 2023	\$ 831,233,321	\$ 104,975,470
Less Board of Assessment Appeals adjustments	\$ (324,000)	\$ (455,598)
Reductions to grand list		
Adjusted Grand List - October 1, 2023	\$ 830,909,321	\$ 104,519,872
Mill Value	\$ 830,909	\$ 104,520
<u>Mill Value (based upon 98.50% collection rate)</u>	<u>\$ 818,446</u>	<u>\$ 102,952</u>
Mill Rate (per proposed budget)	35.11	32.46

35.11 (proposed mill rate)
-33.19 (current mill rate)
1.92 change

FY 2024-2025
TOWN OF HEBRON - TOWN GOVERNMENT BUDGET
BUDGET ADJUSTMENTS

Account	Department/Description	Amount	Reason	Budget	
EXPENDITURE ADJUSTMENTS				41,383,994	TM Budget
5090.228.2204	RHAM Levy	(83,336)	RHAM Budget Reduction 3/14/24	41,300,658	
PROPOSED ADJUSTMENTS FOR 3/26/2024					
2010.100.1002	FD PT Payroll	(2,700)	Reduced number of officers	41,297,958	
5010.410.4001	WC Insurance	(15,250)	Premium Reduction (-2.5%)	41,282,708	
5010.410.4002	LAP Insurance	(4,000)	Premium Reduction (0 %)	41,278,708	
5020.411.4008	Medical Insurance	(27,000)	Enrollment Changes	41,251,708	
5050.227.2188	Contribution to CIP	(50,000)	Horton House Improvements to ARPA	41,201,708	
2001.300.3900	Police Capital Outlay	(5,360)	Tasers to ARPA	41,196,348	
1000.100.1125	Contractual Commitments	1,200	TM Vehicle Allowance	41,197,548	
8100.800.8001	Hebron BOE	(75,967)	BOE Reductions	41,121,581	
1001.201.2010	Selectmen	(2,500)	Meetings and Conferences	41,119,081	
1030.205.2046	Finance	(300)	Mileage	41,118,781	
3013.212.2070	Senior Van/Disabled	(500)	Telephone	41,118,281	
4001.206.2051	Planning & Development	(2,500)	Training	41,115,781	
5051.227.2188	Contribution to Land Acquisition	(25,000)		41,090,781	
		(293,213)			BOS Budget Reduction: 293,213

**TOWN OF HEBRON
CAPITAL IMPROVEMENT PROGRAM
FY 2024-2025
BOARD OF SELECTMEN'S PROPOSED
MARCH 26, 2024**

Priority	Project	Amount
	Road Resurfacing and Road Improvements	\$ 330,558
	Replace Truck 45 (2005)	\$ 275,466
	Jones Street Culvert Replacement - Second (Final) Year Funding	\$ 44,500
	HBOE - GHS School Roof Restoration	\$ 500,000
	HBOE - HES School Roof Restoration	\$ 100,000
	Senior Center Parking Drainage, Repave and Expansion	\$ 75,000
	Total Recommended CIP Budget	\$ 1,325,524

**FY 2024-2025
CIP Budget Revenue
Board of Selectmen's Proposed March 26, 2024**

	<u>Approved 2023-2024</u>	<u>Proposed 2024-2025</u>
Balance from Previous Appropriations	\$ 33,639	\$ 5,238
LOCIP Funding	\$ 68,830	\$ 102,152
Funding from Other Sources: Public Safety Fund	\$ 11,400	\$ 11,400
Interest	\$ 1,000	\$ 30,000
General Fund Contribution	<u>\$ 488,017</u>	<u>\$ 1,176,734</u>
Total Revenues	<u><u>\$ 602,886</u></u>	<u><u>\$ 1,325,524</u></u>

Completed Project Balances

Large Dump Truck 20-21	5,000
Large Dump Truck 22-23	238
	<u>5,238</u>

**TOWN OF HEBRON
CAPITAL EXPENDITURES - \$10,000 - \$75,000
TOWN MANAGER'S RECOMMENDATION
BOARD OF SELECTMEN PROPOSED MARCH 26, 2024**

Public Works Department

Wacker Neuson Light Tower (share with P & R) 13,068

Fire Department

Truck 110 Update 30,000

Holmatro Combi Rescue Tool Co # 3 14,582

Parks & Recreation

Sandpro Infield Groomer 24,000

Trail Resurfacing 22,000

Building/Planning/Health

Water Engineering Services 30,000

Total Capital Expenditures \$ 133,650



TOWN OF HEBRON FISCAL YEAR 2023-2024 PROPOSED BUDGET

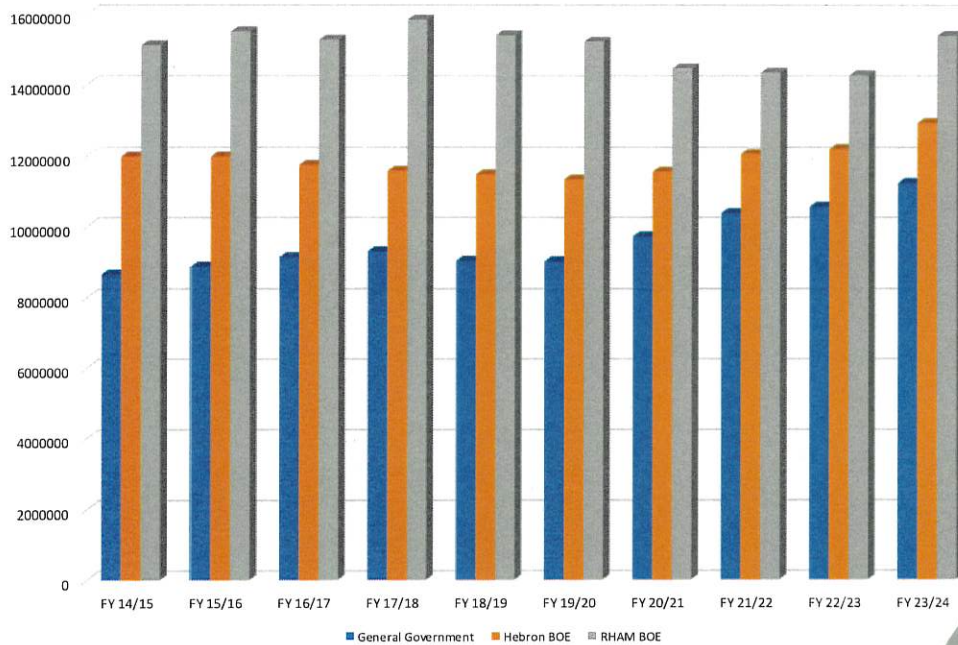
TUESDAY, MAY 2, 2023 BUDGET REFERENDUM 6:00 a.m. — 8:00 p.m.

HEBRON ELEMENTARY SCHOOL — 92 CHURCH STREET



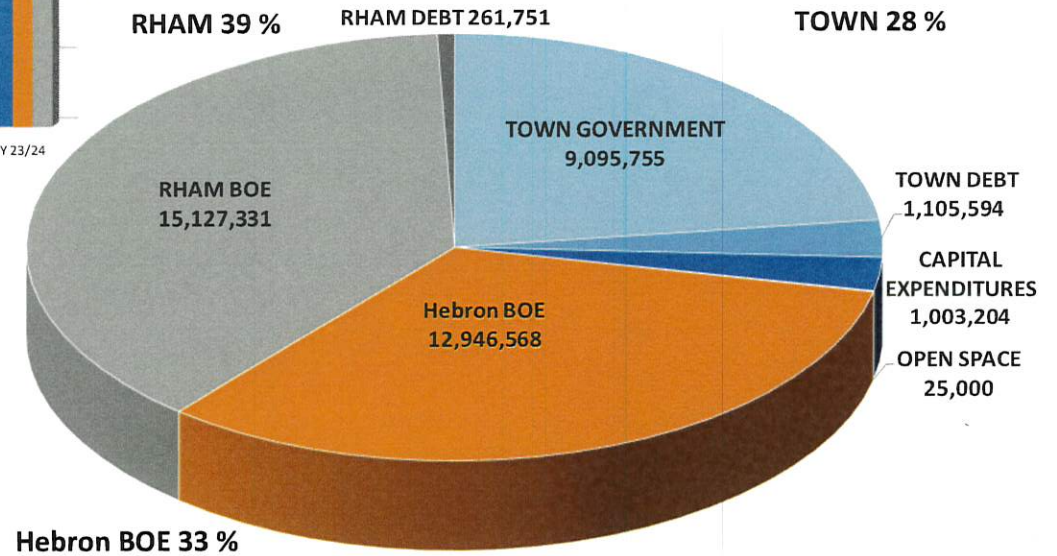
**BUDGET INFORMATION AVAILABLE AT: Town of Hebron: <https://hebronct.com/budget-information/>;
RHAM BOE: <https://www.rhamschools.org>; Hebron BOE: <https://hebron.k12.ct.us/district/budget>**

EXPENDITURE BUDGET HISTORY



Priority	Project	Amount
1	Road Resurfacing and Road Improvements	\$ 320,930
2	Engineering/Design Public Works Facility	\$ 245,000
3	Replace Truck 52 (2007)	\$ 226,956
4	Jones Street Culvert Replacement - First Year Funding	\$ 55,000
Total Recommended CIP Budget		\$ 847,886

FY 2023-2024 BUDGET OVERVIEW



**TOWN OF HEBRON
BOARD OF FINANCE 2023-2024 PROPOSED BUDGET
MAY 2, 2023**

Per Section 902 F of the Hebron Town Charter, the Board of Finance recommends a budget for 2023-2024 which totals \$39,565,203. This is an increase of 6.88 percent over last year's adopted budget of \$37,016,920 and represents a total dollar increase of \$2,548,283.

	ADOPTED Expenditures 2022-2023	RECOMMENDED Expenditures 2023-2024	Difference	Percent Change
Total Town Budget				
Town Government	\$ 8,549,194	\$ 9,095,755	\$ 546,561	6.39%
Contr. to Capital Improvement	587,485	733,017	145,532	24.77%
Contr. to Open Space Acq.	125,000	25,000	(100,000)	-80.00%
Contr. to Capital Projects	156,796	230,187	73,391	46.81%
Contr. to Revaluation	40,000	40,000	-	0.00%
Debt Service	1,092,124	1,105,594	13,470	1.23%
TOWN GOV'T SUB TOTAL	10,550,599	11,229,553	678,954	6.44%
Hebron Board of Education	12,207,294	12,946,568	739,274	6.06%
RHAM Assess(w/o debt)	13,751,071	15,127,331	1,376,260	10.01%
RHAM Debt Service	507,956	261,751	(246,205)	-48.47%
Total General Government	\$ 37,016,920	\$ 39,565,203	\$ 2,548,283	6.88%

	ADOPTED 2022-2023	RECOMMENDED 2023-2024	Difference	Percent Change
RECOMMENDED REVENUE				
General Government	\$ 786,600	\$ 892,661	\$ 106,061	13.48%
Other State Revenues	400,082	419,447	19,365	4.84%
ECS & Special Ed Grant Funding	5,997,693	5,713,831	(283,862)	-4.73%
Unassigned/Debt Mgmt Contribution	\$ 642,000	\$ 862,000	220,000	34.27%
Back Taxes / Lien Fees	425,000	400,000	(25,000)	-5.88%
Tax Revenue	28,765,545	31,277,264	2,511,719	8.73%
	\$ 37,016,920	\$ 39,565,203	\$ 2,548,283	6.88%

BALLOT QUESTIONS

- | | | |
|-------|---|-----------|
| No. 1 | SHALL THE TOWN OF HEBRON APPROVE A FY 2023-2024 BUDGET OF \$39,565,203 AS RECOMMENDED BY THE BOARD OF FINANCE? | YES
NO |
| No. 2 | SHALL THE TOWN OF HEBRON APPROVE A FY 2023-2024 CAPITAL IMPROVEMENT PROGRAM BUDGET OF \$847,886 AS RECOMMENDED BY THE BOARD OF FINANCE? | YES
NO |
| No. 3 | SHALL THE BUDGET OF \$30,598,391 FOR THE OPERATION AND MAINTENANCE OF THE REGIONAL SCHOOL DISTRICT 8 PUBLIC SCHOOL SYSTEM (RHAM) FOR THE FISCAL YEAR JULY 1, 2023 TO JUNE 30, 2024 BE APPROVED? | YES
NO |
| No. 4 | SHALL THE CAPITAL IMPROVEMENT PROGRAM BUDGET OF \$540,990 AS RECOMMENDED BY THE REGIONAL SCHOOL DISTRICT 8 BOARD OF EDUCATION (RHAM) FOR THE FISCAL YEAR JULY 1, 2023 TO JUNE 30, 2024 BE APPROVED? | YES
NO |

Please Note: There will also be several non-binding Budget Advisory Questions.

BUDGET INFORMATION AVAILABLE AT:

Town of Hebron: <https://hebronct.com/budget-information/>
 Hebron Board of Education: <https://www.hebron.k12.ct.us/district/budget>
 RHAM Board of Education: <https://www.rhamschools.org/>

EMAIL BUDGET COMMUNICATIONS TO:

hebronbudget@hebronct.com

These emails will be forwarded to the
Boards of Selectmen, Finance and Education

**TOWN OF HEBRON
BOARD OF SELECTMEN
REGULAR MEETING
APRIL 4, 2024**

DISCUSS IN-PERSON/HYBRID MEETINGS

The Selectmen may wish to discuss return to in-person meetings with a hybrid option. The meeting room at the Town Office Building is now equipped with equipment to conduct hybrid meetings. This equipment has been successfully tested and used for several meetings of the Public Building Committee. The Town Manager is proposing a return to in-person meetings starting with the April 18, 2024, Regular Meeting of the Board of Selectmen.

**TOWN OF HEBRON
BOARD OF SELECTMEN
REGULAR MEETING
APRIL 4, 2024**

**TAX ABATEMENT PROGRAM
ANNUAL INTEREST RATE REVIEW**

**CONSIDER ORDINANCE CHAPTER 320, ARTICLE XII
ABATEMENT (DEFERRAL) OF PROPERTY TAXES FOR
PERSONS OF LIMITED INCOME
ANNUAL INTEREST RATE REVIEW**

The Tax Abatement Ordinance (Chapter 320, Article XII) was established by the Board of Selectmen in April 2000. The ordinance was created pursuant to CGS 12-124 a. The ordinance caps a property owner's taxes on a residential dwelling at 8 percent of the total income from any source. Taxes that exceed that amount are conveyed to the Town in the form of a lien creating and securing an obligation to reimburse the Town in the amount of the taxes abated with interest. Those taxes, along with the interest are paid to the Town "by not later than the date of sale or transfer of such real property or upon the death of the last surviving owner."

As part of the annual interest rate review, the Board has the option to adjust the interest rate. The Town Manager is recommended that the interest rate for 2024 be increased from 3.5 percent to 4.0 percent.

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 2024 be set at _____ percent.

TO: Hebron Board of Selectmen
FROM: Donna Lanza
DATE: March 28, 2024
RE: Tax Abatement Program - 2023

A total of 19 Hebron taxpayers participated in the Tax Abatement Program for 2023 for a total deferred amount of \$67,565.84 at 3.5 % interest rate.

For historical reference the following prior participation is as follows:

Deferrment Year	Total Deferred	Participants	Interest Rate
2022	\$44,797.91	15	1.5 %
2021	\$37,259.57	14	1.5 %
2020	\$47,859.02	17	1.5 %
2019	\$56,007.97	18	3.0 %
2018	\$50,913.87	18	3.0 %
2017	\$70,763.82	23	2.5 %
2016	\$79,249.82	24	2.5 %
2015	\$106,347.86	30	2.0 %
2014	\$63,927.54	18	1.5 %
2013	\$40,047.52	14	1.5 %
2012	\$41,569.68	15	1.5 %
2011	\$37,235.37	11	1.5 %
2010	\$42,211.28	13	1.5 %
2009	\$23,823.32	10	1.5 %
2008	\$13,411.21	8	4.0 %
2007	\$14,631.81	7	4.5 %
2006	\$12,183.86	6	4.5 %
2005	\$9,170.59	5	4.5 %
2004	\$10,257.88	5	4.5 %
2003	\$9,826.85	5	6.0 %
2002	\$8,401.30	5	6.0 %
2001	\$3,067.17	1	6.0 %
2000	\$6,869.51	4	6.0 %

cc: A. Tierney

Town of Hebron, CT
Tuesday, March 12, 2024

Chapter 320. Taxation and Assessments

Article XII. Abatement (Deferral) of Property Taxes for Persons of Limited Income

[Adopted 4-6-2000 by Ord. No. 2000-2; amended 7-15-2004]

§ 320-18. Authority; abatement authorized.

Pursuant to the authority of General Statutes § 12-124a, property taxes due for any tax year with respect to any residential dwelling occupied by the owner or owners and for whom such dwelling is the primary place of residence may be abated to the extent that such property taxes exceed 8% of the total income from any source, adjusted for self-employed persons to reflect the allowance for expenses in determining adjusted gross income, of such owner or owners, and any other person for whom such dwelling is the primary place of residence, for the calendar year immediately preceding the beginning of the tax year for which such taxes are due.

§ 320-19. Definitions.

For purposes of this article, "total income from any source" shall have the same meaning as "gross income," as defined in Regulations of Connecticut State Agencies § 46b-215a-1(11), as the same may from time to time hereafter be amended.

§ 320-20. Application for abatement.

Applications for abatement under this article signed by all of the owners of the property shall be filed in the office of the Town Manager by not later than May 31 in the tax year for which such abatement is sought, provided that if the amount of taxes due with respect to the residence has not by then been determined, then such application shall be filed not later than 10 days following the determination of the amount of such taxes. Applications shall be on such forms as may be prescribed by the Town Manager and shall be accompanied by such affidavits, tax returns and other evidence of income as the Town Manager may reasonably require.

§ 320-21. Agreement.

Upon a determination that an applicant or applicants, as the case may be, are eligible for abatement of taxes under this article by the office of the Town Manager, the applicant or applicants, as the case may be, shall execute and acknowledge an agreement, on a form prescribed by the Town Manager, which form shall contain a legal description of the real property with respect to which such abatement is approved, shall be executed, witnessed and acknowledged in the form and manner required for the transfer of an interest in real property, and shall convey a lien to the Town, creating and securing an obligation to reimburse the Town in the amount of the taxes abated, with interest at the rate per annum applicable to each fiscal year as determined in accordance with § 320-22 of this article, by not later than the date of sale or transfer of such real property or upon the earlier death of the last surviving owner. Such agreement shall be delivered to the Revenue Collector by not later than July 10 in the tax year for which such abatement is granted, provided that if the amount of taxes has not by then been determined, then not later than 10 days following the date on which such taxes, as finally determined, become due and payable. Such agreement shall be recorded upon the Land Records and shall constitute a lien upon such real property which shall remain valid until paid. Upon payment, the Revenue Collector shall furnish a release of the lien.

§ 320-22. Interest.

[Amended 5-7-2009; 3-25-2010; 4-7-2016; 4-20-2017; 4-5-2018; 4-9-2020]

The interest on the obligation to reimburse the Town under § 320-21 of this article, for the fiscal year beginning July 1, 2020, and for each fiscal year thereafter until changed by the Board of Selectmen, shall be 1.5% per annum. The Board of Selectmen may by resolution adopted by May 1 in any year thereafter alter the interest to be paid on such obligation for the next ensuing fiscal years until further altered in accordance herewith.

Donna Lanza

From: O'Connell, Brian <brian.oconnell@lpl.com>
Sent: Wednesday, March 27, 2024 11:40 AM
To: Donna Lanza
Subject: Re: Annual Interest Rate Review

Hi : Adhering to a policy of using the 10 yr Treasury as a guideline I would recommend 4% for the one year number...

It is currently 4.2 but may come down around year end..

My recommendation of 4% would be fair to program users and taxpayers of Hebron as well...

We should be getting a better crediting rate than that from the bank (Webster or whomever you are using)

Sincerely,

Brian O'Connell
LPL Registered Principal

O'Connell Wealth Management, LLC.
32-2 Main Street, P.O. Box 93
Hebron, CT 06248

Phone (860) 228-2036

Fax (860) 228-8961

oconnellwealthmanagement.com

From: Donna Lanza <dlanza@hebronct.com>
Sent: Wednesday, March 27, 2024 10:46:13 AM
To: Brian O'Connell; O'Connell, Brian
Cc: Andy Tierney
Subject: Annual Interest Rate Review

Hi Brian

The BOS will be reviewing the Tax Abatement Program interest rate at their April 4 meeting.

Do you have a recommendation for interest rate to be used for the July 2024 tax abatement program?

Last year we increased the rate from 1.5 to 3.5 percent.

Thank you,

Donna Lanza

Director of Administrative Services

Town of Hebron

(860) 228-5971 x 130

dlanza@hebronct.com

Securities offered through LPL Financial Member FINRA/SIPC

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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 (HYBRID)
TOWN OFFICE BUILDING – 15 GILEAD STREET**

Board of Selectmen Regular Meeting
April 18, 2024, 7:00 PM (America/New York)

Please join my meeting from your computer, tablet or smartphone.
<https://meet.goto.com/760998365>

You can also dial in using your phone.
Access Code: 760-998-365
United States: [+1 \(646\) 749-3122](tel:+16467493122)

Get the app now and be ready when your first meeting starts:
<https://meet.goto.com/install>

Thursday, April 18, 2024

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 of Selectmen. The Board requests that a person's comments be limited to a single period lasting three minutes or less. While the Board respects the right of the public to provide comment, this time is not intended for open discussion or a Board response. Residents who wish to request a dialogue should make arrangements to do so through the Town Manager's Office or the Board Chair. (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)

- 7:15 p.m. 6. **APPOINTMENTS AND RESIGNATIONS**
a)

- 7:20 p.m. 7. **TOWN MANAGER'S REPORT**
 - a) Recent Activities
 - b) Correspondence
 - c) Town Manager Updates

- 7:30 p.m. 8. OLD BUSINESS**
- a) American Rescue Plan State and Local Recovery Funds Update
 - b) Department of Public Works Action Committee Update
 - c) FY 2024-2025 Budget
 - d) Any Other Old Business
- 8:00 p.m. 9. NEW BUSINESS**
- a) Proposed Savy Brothers LLC/Town of Hebron Land Swap
 - b) Water Pollution Control Authority Discussion
 - c) Draft Agenda for May 2, 2024 Meeting
 - d) Any Other New Business
- 8:30 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 March 26, 2024 – Regular Meeting – Budget Workshop
 - 10.a.2 April 4, 2024 – Regular Meeting
 - b) **TAX REFUNDS**
- 8:35 p.m. 11. LIAISON REPORTS**
- a) AHM Youth Services – Peter Kasper
 - b) Hebron BOE – Tiffany Thiele
 - c) Board of Finance – Dan Larson
 - d) Land Acquisition – Keith Petit
 - e) RHAM BOE – Claudia Riley
- 8:45 p.m. 12. PUBLIC COMMENT**
- 8:50 p.m. 13. ADJOURNMENT**

**TOWN OF HEBRON
BOARD OF SELECTMEN
REGULAR MEETING
APRIL 4, 2024**

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 March 12, 2024 – Regular Meeting – Budget Workshop
- 10.a.2 March 19, 2024 – Regular Meeting – Budget Workshop
- 10.a.3 March 21, 2024 – Regular Meeting

b) APPROVAL OF TAX REFUNDS

- | | |
|---------------------------------------|-----------|
| 10.b.1 Durable Roofing National Corp. | \$ 304.63 |
| 10.b.2 Chelsea Edson | \$ 106.57 |

RECEIVED

2024 MAR 21 P 1:39
HEBRON TOWN CLERK

TOWN OF HEBRON
BOARD OF SELECTMEN and BOARD OF FINANCE
REGULAR MEETING-BUDGET WORKSHOP – MARCH 12, 2024

Board of Selectmen Present: D. Larson, P. Kasper, K. Petit, C. Riley

Board of Selectmen Not Present: T. Thiele (excused)

Board of Finance Present: D. DelRosso, B. Thibeault

Staff Present: A.Tierney, D. Lanza, L. Granato

Guests: T. Baird, C. McNamara, K. Shelar, K. Hills, H. Petit, J. Margaitis, S. Coppolino, E. LeMay, A. Schmeizl, G. Marques, H. Habicht, A. Ockman, T. McManus,

CALL TO ORDER

The meeting was called to order at 7:02 p.m.

PUBLIC COMMENT

A.Ockman Hope Valley Road – supports Hebron Board of Education budget.

RHAM BUDGET

Superintendent McNamara presented a PowerPoint with a total RHAM proposed budget of \$31,960,450 a 2.64 percent increase; Hebron's share is 50 percent for a total increase of \$591,148 which will be offset by a \$410,291 credit from prior year. Anticipate reductions to be made at RHAM Board budget meeting next week. This will be the last year of debt reduction. Reviewed budget drivers. There was discussion about the process and strategy for staffing reviews/assignment and student population projections.

HEBRON BOARD OF EDUCATION BUDGET

Superintendent Baird and HBOE Chair Petit presented a PowerPoint on the proposed HBOE budget of \$13,739,881 with a \$943,313 or 7.37 percent increase. The budget drivers are contractual increased in salary and benefits, special education outplacements, operations/facility needs, transportation, health insurance, AHM contract. There are no new programming or staff changes. H. Petit requested that the 2nd SRO requested by the BOE be approved. There was discussion on the per pupil expenditure, staffing levels, enrollment projections and special education and outplacement funding. The BOE will be reviewing the budget line-by-line over the next few weeks and reductions should be found. There was discussion on pre-school tuition, two seats have been added and tuition has increased.

GENERAL GOVERNMENT REVIEW/OTHER

D. DelRosso requested a budget meeting with the WPCA (tentatively March 28).

The BOS requested the Police attend the March 19 meeting to discuss the SRO request and that there is no need for Planning & Development and EDC to attend the March 19 meeting.

K. Petit requested FY 21-22 budget actuals in excel format.

K. Petit moved to adjourn the meeting at 9:17 p.m. The motion passed unanimously.

Respectfully submitted,

Donna Lanza

TOWN OF HEBRON
BOARD OF SELECTMEN and BOARD OF FINANCE
Regular Meeting – Budget Workshop
Douglas Library of Hebron Community Room
22 Main Street, Hebron
Tuesday, March 19, 2024 - 7:00 PM

RECEIVED
2024 MAR 21 A 10:14
J. J.
HEBRON TOWN CLERK

MINUTES

ATTENDENCE:

Board of Selectmen (Present): Peter Kasper (Chair), Dan Larson (Vice-Chair), Tiffany Thiele, Keith Petit, Claudia Tejada Riley (arrived at 7:18 p.m.)

Board of Finance (Present): Michael McCormack (Vice-Chair), Mal Leichter, Brian Thibeault, James DeDonato

Also Present: Donna Lanza, Lori Granato, Ken Jardin, Craig Bryant, Paul Forrest, Peter Starkel, Marc Rubera

1. Call to Order

2. Pledge of Allegiance

P. Kasper called the Board of Selectmen to order at 7:00 p.m. M. McCormack called the Board of Finance to order at 7:00 p.m. The Pledge of Allegiance was recited.

3. Public Comment

None.

4. Parks & Recreation Department

Department Director C. Bryant and Parks & Recreation Commission Chair K. Jardin presented, briefing the Boards on staffing, department responsibilities, and programs offered, and noted increased participation numbers. Cost-saving measures include purchases from state surplus stock, as well as shared CIP requests with other departments. Project updates include installation of the new playscape at Veteran's Park, discussions with Planning & Zoning regarding ARPA-funded field lighting and pickleball courts, and anticipated receipt of skate park design renderings. There was discussion on Open Space properties, including parking, signage, and maintenance, as well as expanded department program offerings. (*C. Tejada Riley arrived*). Following a question from P. Kasper, C. Bryant noted future budget pressures are likely to be due to staffing considerations related to increases in programming. There was also discussion on availability of classrooms for the before and after school program, and space for department activities in general.

5. Public Works Department

Director P. Forrest reviewed department staffing numbers, responsibilities, and budget requests. Inflation was noted as a main budget driver, including increased recycling costs.

TOWN OF HEBRON
BOARD OF SELECTMEN and BOARD OF FINANCE
Regular Meeting – Budget Workshop
Douglas Library of Hebron Community Room
22 Main Street, Hebron
Tuesday, March 19, 2024 - 7:00 PM

RECEIVED
2024 MAR 21 A 10:14
J. J.
HEBRON TOWN CLERK

Road maintenance, increased paving, and pavement condition were discussed. P. Forrest would like to increase annual expenditures for pavement maintenance, to prevent more costly repairs in the future.

6. Emergency Services

A. Fire Department and Ambulance Service

Chief P. Starkel presented department staffing numbers, call volume statistics, and CIP requests, including a refresh of Truck 110 and purchase of a battery-operated rescue tool for Company 3. There was discussion on staffing and payroll, and physical exam requirements and expenditures. Following a question from T. Thiele, P. Starkel reported employee recruitment and retention has improved, likely due to increases in pay. There was discussion on declining volunteer numbers, and efforts by local departments to work together to address staffing and coverage issues. Call volume and trends were also noted.

B. Police Department

M. Rubera discussed development of the department's Active Shooter plan, associated training efforts, and relevant statistics. There was also discussion regarding which school would be best served by a second SRO, should one be funded.

7. Miscellaneous General Government Requests

No discussion.

8. Adjournment

Motion by T. Thiele to adjourn the Board of Selectmen meeting at 9:08 p.m.

Motion by M. Leichter to adjourn the Board of Finance meeting at 9:08 p.m.

Respectfully submitted,
Hannah Walcott (Board Clerk)

**TOWN OF HEBRON
BOARD OF SELECTMEN
Regular Meeting (Virtual)
Thursday, March 21, 2024 - 7:00 PM**

RECEIVED

2024 MAR 25 A 8:22
HEBRON TOWN CLERK

MINUTES

ATTENDANCE:

Board of Selectmen (Present): Peter Kasper (Chair), Daniel Larson (Vice-Chair), Tiffany Thiele, Keith Petit

Staff Present: Andrew Tierney, Donna Lanza, Dori Wolf

Guests: Kaitlin Hershey, Lilli Rhodes, Community Voice Channel, Kathy Williams, Terry McManus

1. Call to Order

2. Pledge of Allegiance

P. Kasper called the meeting to order at 7:00 p.m. and led the Pledge of Allegiance.

3. Additions and Changes to Agenda

It was agreed to move items 5.A and 6.B to next meeting. It was also agreed to change item 5.A (Good to Know/Special Recognition) for this month's meeting to a discussion with Green Committee Chair K. Hershey.

4. Public Comment

A. Lilli Rhodes (106 Slocum Rd) – Noted the current draft of the Plan of Conservation and Development (POCD) update on the town's website erroneously states a target of 50 affordable housing units; that number should be 75.

5. Good to Know/Special Recognition

A. Green Committee/Earth Day

K. Hershey reviewed upcoming Earth Day activities, including a town-wide curbside cleanup effort kicking off at RHAM on Saturday, April 20th at 10 a.m.

6. Appointments and Resignations

A. Poet Laureate Appointment

Motion by T. Thiele that, in accordance with Town Code Chapter 98, section 98-4 c. and as recommended by the Douglas Library of Hebron Board of Trustees, the Hebron Board of Selectmen appoint Larry Zimmerman as Town Poet Laureate for a one year term (March 31, 2025). The motion passed unanimously (4-0).

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7. Town Manager's Report

A. Tierney reported on ongoing budget adjustments, updates regarding insurance and workman's compensation, union negotiations for Parks & Rec and Public Works employees, and progress on town projects. Maple Fest was very successful, with acknowledgement given to the hard work and dedication of The Town Center Project in orchestrating the event. He also reviewed the town's new Early Voting effort, with additional information available on the Town Clerk's website.

8. Old Business

A. ARPA Update

ARPA funds remaining in reserve have been updated to include interest, and total \$353,151. The BoS agreed to set a deadline for projects to move forward, or another determination will be made, to ensure all ARPA funds are spent in time. The Town Manager is recommending funding Horton House improvements (in the amount of \$81,600) and Police Department Tasers (in the amount of \$16,081) through ARPA. The BoS tentatively agreed to seek project updates by their first meeting in June, with a July deadline for determination on possible reallocation of funds.

Motion by D. Larson that the Board of Selectmen approve the use of ARPA funding for the Horton House improvements at \$81,600. The motion passed unanimously (4-0).

Motion by K. Petit that the Board of Selectmen approve funding the purchase of Police Department Tasers in the amount of \$16,081 from ARPA funds. The motion passed (3-1, with T. Thiele voting NO).

B. DPWAC Update

P. Kasper reported communications updates are on target for the end of the month.

C. Other Old Business

None.

9. New Business

A. Plan of Conservation and Development

A Public Hearing is scheduled for May 14. The BoS discussed the proposed update, noting areas of concern, including recommendations regarding salt alternatives and clearcutting, and land preservation goals and associated impacts to economic development. It was agreed to table endorsement of the full Plan, pending further consultation with Town Planner M. Bordeaux.

B. Approve Revised Job Description: Financial Administrator

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Motion by P. Kasper that the Hebron Board of Selectmen approve the revised Financial Administrator job description as presented (or amended). The motion passed unanimously (4-0).

- C. Draft Agenda for April 4, 2024 Meeting**
- D. Other New Business**
None.

10. Consent Agenda

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

- A. Approval of Minutes**
 - 1. **March 5, 2024 – Regular Meeting – Budget Workshop**
 - 2. **March 7, 2024 – Regular Meeting**

- B. Approval of Tax Refunds**
 - 1. **Beverly & Robert Tilden** **\$3124.82**
 - 2. **David Lotreck** **\$ 141.10**
 - 3. **Conrad and Charlene Lemery** **\$ 259.68**
 - 4. **John and Brenda Johnson** **\$ 805.50**

The motion passed (3-0, with D. Larson abstaining).

11. Liaison Reports

- A. AHM – No report.**
- B. Hebron BoE – T. Thiele** reported a budget workshop is being held tonight, and noted the recent Invention Convention.
- C. Board of Finance – No report.**
- D. OSLAC – No report.**
- E. RHAM BoE – No report.**

12. Public Comment

None.

13. Executive Session

- A. Personnel Matter: Town Manager’s Annual Evaluation**

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Motion by P. Kasper that the Board of Selectmen move to Executive Session for the purpose of discussing the personnel matter noted, inviting Donna Lanza to join to manage the meeting but not participate, and inviting Andy Tierney to join once that discussion is complete. The motion passed unanimously (4-0).

The BoS entered Executive Session at 7:59 p.m.

A. Tierney entered Executive Session at 9:12 p.m.

The BoS exited Executive Session and resumed Open Session at 9:28 p.m.

Motion by P. Kasper that the BoS add agenda item 13.B, Action Relative to Compensation for the Town Manager. The motion passed unanimously (4-0).

B. Action Relative to Compensation for the Town Manager

Motion by K. Petit that the Board authorize the Chair, Peter Kasper, to make modifications to the Town Manager's employment contract, reflecting an increase in pay and compensation, specifically a 3% increase to base salary and a \$100 increase to an automobile allowance. The motion passed unanimously (4-0).

14. Adjournment

Motion by T. Thiele to adjourn at 9:30 p.m.

Respectfully submitted,
Hannah Walcott (Board Clerk)