

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
 August 1, 2024, 7:00 PM (America/New York)
Please join my meeting from your computer, tablet or smartphone.
<https://meet.goto.com/538197813>
You can also dial in using your phone.
 Access Code: 538-197-813
 United States: [+1 \(224\) 501-3412](tel:+12245013412)
Get the app now and be ready when your first meeting starts:
<https://meet.goto.com/install>

RECEIVED
 2024 JUL 26 A 10:56
 HEBRON TOWN CLERK

Thursday, August 1, 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) Eagle Scout Proclamation: Kiera Braunwart b) Eagle Scout Proclamation: Benjamin Fournier c) Eagle Scout Proclamation: Rachel Fournier d) Eagle Scout Proclamation: Zachary Linderman
7:25 p.m.	6. APPOINTMENTS AND RESIGNATIONS a) Douglas Library Board of Trustees Resignation

7:30 p.m. 7. TOWN MANAGER'S REPORT

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

7:35 p.m. 8. OLD BUSINESS

- a) American Rescue Plan State and Local Recovery Funds Update
- b) Department of Public Works Action Committee Update
- c) Approve Call and Appoint Moderator and Alternate Moderator for Special Town Meeting
- d) Award Contract for Consultant for Gilead Hill and Hebron Elementary Schools HVAC IAQ Upgrade Grant Program
- e) Award Bid for Pedestrian Bridge and Trail Pendleton Drive to Library
- f) Any Other Old Business

8:00 p.m. 9. NEW BUSINESS

- a) CRCOG Hazard Mitigation and Climate Adaptation Plan
- b) Approve Fee Waiver for the RHAM Emergency Generator Project
- c) Schedule All Boards Meeting
- d) Draft Agenda for August 15, 2024 Meeting
- e) 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 July 11, 2024 – Regular Meeting

b) **TAX REFUNDS**

8:15 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

8:25 p.m. 12. PUBLIC COMMENT

8:30 p.m. 13. ADJOURNMENT



TOWN OF HEBRON PROCLAMATION
honoring
KIERA BRAUNWART



For Attaining the Rank of Eagle within Scouts BSA Troop 1028

Whereas, Kiera Braunwart has been a Scout for the past six years and has attained the rank of Eagle Scout; and

Whereas, Kiera's commitment to the Scouts BSA has been evidenced by her diligence and selfless performance of community service and by moving through the ranks of her Troop, currently Kiera holds the position of Junior Assistant Scoutmaster; and

Whereas, Kiera's commitment to the Scouts BSA has been evidenced by earning 27 Merit Badges in archery, art, camping, cooking, citizenship, communication, digital technology, emergency preparedness, first aid, personal fitness, photography, plant science, and swimming to name a few; Kiera received the National Outdoor Award in camping; and

Whereas, Kiera's sincere concern for her community was illustrated by her Eagle Project where Kiera cleared the trail that connects St. Peter's outdoor seating area to Discovery Zone Learning Center and AHM Youth and Family Services, wherein she removed all the fallen trees and trash, cleared the overgrowth and mulched along the trail; and

Whereas, Kiera has volunteered many hours in the National Honor Society blood drive, National Art Honor Society - Empty Bowls, Evening of the Arts and Bob Ross Paint Night, RHAM Girls Cross Country Color Run fundraiser, RHAM Softball fundraisers, and Eagle Scout projects including Scouting for Food and the Hebron Maple Fest; and

Whereas, Kiera graduated from RHAM High School in June 2024, she held honors or high honors all throughout high school, she was a member of the National Honor Society, Softball, Cross Country, Math Team, Crochet Club and Weight Room; and

Whereas, Kiera plans to attend the University of Hartford in the Fall of 2024 where she will major in architecture;

Now therefore, on behalf of the Hebron Board of Selectmen, in recognition of Kiera's many years of achievements, dedication and leadership in the Scouts BSA and in our community, hereby designate

August 4, 2024

as

"Kiera Braunwart Day"

and express our sincere congratulations and admiration for her accomplishments.

Peter D. Kasper, Chairman
Board of Selectmen

Andrew J. Tierney
Town Manager



TOWN OF HEBRON PROCLAMATION
honoring
BENJAMIN FOURNIER



For Attaining the Rank of Eagle within Scouts BSA Troop 28

Whereas, Benjamin Fournier has been a Scout for seven years and has attained the rank of Eagle Scout; and

Whereas, Benjamin's commitment to the Scouts BSA has been evidenced by his diligence and selfless performance of community service and by moving through the ranks of his Troop to serve as Instructor, Assistant Senior Patrol Leader and Senior Patrol Leader; and

Whereas, Benjamin's commitment to the Scouts BSA has been evidenced by earning 30 Merit Badges in archery, camping, citizenship, communication, digital technology, family life, fire safety, first aid, fishing, lifesaving, personal management, rifle shooting, and swimming to name a few; Benjamin was presented with the National Outdoor Gold Award for camping for three consecutive years; and

Whereas, Benjamin's sincere concern for his community was illustrated by his Eagle Project where Benjamin worked with Hebron Parks and Recreation and the Hebron Fire Department to create emergency 911 markers along the trails at Burnt Hill Park and Veteran's Memorial Park. These markers assist dispatchers in providing the responders with a code so that they may readily locate an injured or lost person by using the tracking system associated with the markers; and

Whereas, Benjamin has volunteered in many Eagle Scout projects; he also volunteered at My Sisters Place in Hartford, Connecticut, where he helped maintain the grounds of the building and playscape area; and

Whereas, Benjamin graduated from RHAM High School in June 2024, he was a member of Jr. Varsity Football, Varsity Lacrosse, Varsity Wrestling and Varsity Ultimate Frisbee and served as Wrestling Team Captain in his senior year; and

Whereas, Benjamin's work experience includes Youth Wrestling Referee and assisting a Hebron resident with odd jobs; and

Whereas, Benjamin plans to attend Norwich University in Vermont this Fall and he will major in Criminal Justice as a Navy ROTC;

Now therefore, on behalf of the Hebron Board of Selectmen, in recognition of Benjamin's many years of achievements, dedication and leadership in the Scouts BSA and in our community, hereby designate

August 4, 2024

as

"Benjamin Fournier Day"

and express our sincere congratulations and admiration for his accomplishments.

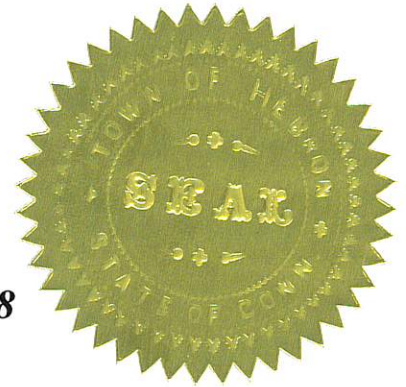
Peter D. Kasper, Chairman
Board of Selectmen

Andrew J. Tierney
Town Manager



TOWN OF HEBRON PROCLAMATION

honoring
RACHEL FOURNIER



For Attaining the Rank of Eagle within Scouts BSA Troop 1028

Whereas, Rachel Fournier has been a Scout for over five years and has attained the rank of Eagle Scout; and

Whereas, Rachel's commitment to the Scouts BSA has been evidenced by her diligence and selfless performance of community service and by moving through the ranks of her Troop, where she currently holds the position of Quartermaster; and

Whereas, Rachel's commitment to the Scouts BSA has been evidenced by earning 31 Merit Badges in animal science, camping, canoeing, citizenship, communication, digital technology, emergency preparedness, first aid, lifesaving, personal management, sports and wilderness survival to name a few; Rachel received the NOA Camping Gold Award for three years straight; and

Whereas, Rachel's sincere concern for her community was illustrated by her Eagle Project where Rachel designed and installed 911 trail marker signs throughout the Raymond Brook Preserve Trail. These markers allow emergency dispatchers to readily locate an injured or lost person by using the GPS tracking system associated with the markers, it also enables emergency responders to choose the nearest access point to allow for vehicle assistance if needed; and

Whereas, Rachel has volunteered in many Eagle Scout projects; she has volunteered at My Sisters Place in Hartford, Connecticut; Rachel was a Teen Coach for RHAM Youth Cheerleading; through her church youth group Rachel volunteered at soup kitchens and at nursing homes; Rachel helped organize and run the RHAM High School Blood Drive three times; Rachel also assisted during the community Tree Lighting Ceremony and the Hebron Maple Fest where she sponsored children's activities;

Whereas, Rachel graduated from RHAM High School in June 2024 with honors, she was a member of Girls Lacrosse and Varsity Cheerleading where she served as co-captain and received the MVP Award; and

Whereas, Rachel plans to attend Eastern Connecticut State University in the Fall of 2024 where she will major in nursing; and

Whereas, Rachel is presently an EMT and Cadet for the Hebron Fire Department;

Now therefore, on behalf of the Hebron Board of Selectmen, in recognition of Rachel's many years of achievements, dedication and leadership in the Scouts BSA and in our community, hereby designate

August 4, 2024

as

“Rachel Fournier Day”

and express our sincere congratulations and admiration for her accomplishments.

**Peter D. Kasper, Chairman
Board of Selectmen**

**Andrew J. Tierney
Town Manager**



TOWN OF HEBRON PROCLAMATION
honoring
ZACHARY LINDERMAN



For Attaining the Rank of Eagle within Scouts BSA Troop 28

Whereas, Zachary Linderman has been a Scout for six years and has attained the rank of Eagle Scout; and

Whereas, Zachary's commitment to the Scouts BSA has been evidenced by his diligence and selfless performance of community service and by moving through the ranks of his Troop to serve as Assistant Senior Patrol Leader and Senior Patrol Leader; and

Whereas, Zachary's commitment to the Scouts BSA has been evidenced by earning 21 Merit Badges in camping, citizenship, communication, family life, first aid, lifesaving, personal management, radio, sustainability, swimming and welding to name a few; Zachary was presented with the National Outdoor Award for camping; and

Whereas, Zachary's sincere concern for his community was illustrated by his Eagle Project where Zachary designed and constructed a raised garden bed at Hebron Interfaith Human Services to grow fresh food and better serve those in need in our community; and

Whereas, Zachary's work experience includes New China Sea and Marlborough Pizza in Marlborough, Connecticut, and Fresh Herbs of Fabius in New York; and

Whereas, Zachary plans to pursue a Manufacturing Engineering Technology degree at Central Connecticut State University;

Now therefore, on behalf of the Hebron Board of Selectmen, in recognition of Zachary's many years of achievements, dedication and leadership in the Scouts BSA and in our community, hereby designate

August 4, 2024

as

"Zachary Linderman Day"

and express our sincere congratulations and admiration for his accomplishments.

Peter D. Kasper, Chairman
Board of Selectmen

Andrew J. Tierney
Town Manager

**TOWN OF HEBRON
BOARD OF SELECTMEN
REGULAR MEETING
AUGUST 1, 2024**

APPOINTMENTS AND RESIGNATIONS

Attached is a letter from Anne Danaher resigning from the Douglas Library of Hebron Board of Trustees.

Proposed Motion:

Move that the Hebron Board of Selectmen accept the resignation of Anne Danaher from the Douglas Library Board of Trustees with regret and thanks for her service.

July 24, 2024

Douglas Library of Hebron
22 Main St.
Hebron, CT 06248

Attention: J. Drusilla Carter, Director

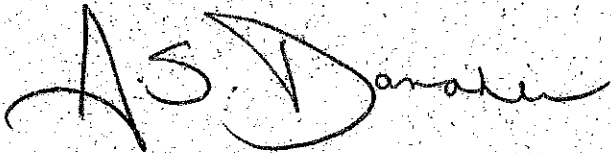
Dear Drusilla,

It is with regret that I am tendering my resignation on the Board of Trustees effective immediately.

I am resigning for personal reasons and hope I made a contribution over the past year and a half of service.

The Library is doing great work under your direction and I wish you the all the best in the future.

Best Regards,

A handwritten signature in cursive script that reads "A.S. Danaher". The signature is written in black ink and is positioned above the typed name.

Anne Danaher
Vice Chairman

**TOWN OF HEBRON
BOARD OF SELECTMEN
REGULAR MEETING
AUGUST 1, 2024**

AMERICAN RESCUE PLAN STATE AND LOCAL RECOVERY FUNDS UPDATE

Attached is an updated ARPA Status Report. The current balance in the ARPA reserve is \$100,371 (accrued interest has been added).

Updates and information regarding outstanding projects will be provided at the meeting.

One project that the Selectmen should consider for additional funding is the Pendleton Drive to Library Bridge Project. As reported at the July 11, 2024, BOS meeting, three bids were received and additional funding is needed to satisfy the grant requirements and keep this project moving along so construction can be completed this year.

Total funding currently available:

STEAP Grant	\$493,200
ARPA Funding	<u>\$101,886</u>
	\$595,086

Total funding needed:

Mather Construction Contract	\$491,000
10 % contingency	49,100
10 % incidentals	49,100
Engineering	<u>64,269</u>
	\$653,469

Additional funding in the amount of \$60,000 is requested to complete the bridge project.

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

7/25/2024 9:14 AM

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	148,000		148,000		Alarm work in process/site visits conducted 5/1 & 13/2024/Reviewing Proposal
7/21/2022		Vandal-Proof Surveillance Cameras - Veteran's	TM/P&R	12,000		12,000		Working with vendor/Reviewing Proposal
7/21/2022		Virtual Meeting Room Conference Equipment (Library & TOB)	TM	66,000	66,338	46,090		TOB hybrid room complete/Library installation scheduled to begin 7/29/24
9/1/2022		Cyber Threat Assessment and Security Measures	TM	25,000		13,084		Assessment & Tabletop complete/Hardware purchased - Project Continues
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	331,000	328,600		P & R Subcom working on this with designer/demolished/to PZC and RFP to be done/increase 6/6/24
7/21/2022		Pickle Ball Courts (3)	P&R	55,000	118,000	96,285		P & R working on this \$ adj 8/3/23, survey complete, PZC approved 5/28/24, started field demo, RFP to be issued
7/21/2022		Dog Park	P&R	50,000	93,000	93,000		To be located at Burnt Hill Park/Funding increased 6/6/2024
5/8/2023		P & R Field Lighting (Veteran's baseball field)	P&R	250,000		249,749		Regulation amendment approved 4/23/24, in process special permit app, then RFP
4/18/2024		P & R Field Upgrades Burnt Hill Park Baseball Field	P&R	62,406		62,406		RFP to be issued
7/21/2022		Pendleton Drive to Library Pedestrian Bridge - Town Match Engineering	P&D	101,886		44,041		STEAP Grant, completing plans, Cons/PZC approved, bid to be awarded 8/1/24
7/21/2022		Peters House - ADA Parking/Ramp and Structural	P&D	100,000		98,708		Working w/ Preservation CT and SHPO
3/21/2024		Horton House Maintenance	P&D	81,600		81,600		RFP to on-call architects/contract signed 5/28/24/assessment 6/12/24/draft report received
9/1/2022		Active Shooter Training and Police Vehicle/Classroom Toolkits	PD	20,000	45,000	3,474		Increased 5/8/2023 STB and other materials on order for RHAM, HBOE and Town
1/19/2023		Police Accreditation	PD	28,000		3,122		PowerDMS 3 years/ Accreditation Officer
3/21/2024		Police Department Tasers (five year purchase agreement \$26,800)	PD	16,081	27,299	27,299		Fully fund with ARPA - Agreement signed 5/6/24 - \$27,298.80 - Increased 5/16/2024
7/21/2022		Old Town Hall Building Maintenance/Repairs - Paint/Windows/Study	HHS	25,000	82,200	20,700		Adjusted 5/8/2023 - Contracted - Deposit Made - Work started 4/24/24
1/19/2023		Hebron Historical Society Ancient Cemetery Repair/Maintenance (5) Cemeteries	HHS	100,000	50,000	38,800		Adjusted 5/8/2023/Contract signed for gravestone repairs 6/9/24/ P & R to work with HHS
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		1,480		LOTCP Grant/Partial Town Match/in design process/Construction 2026
5/16/2024		DPW Radios	DPW	30,917		30,917		Ordered/Installation in Progress 7/22/24
7/21/2022		Gilead Hill School Playscape	HBOE	120,000		45,575		Order placed - playscape ready, need site plan and PZC approval/reviewing landscape architect and engineersite plan
7/21/2022		Green Committee Funding Special Projects	GC	25,940		5,354		Twin bins & Transfer Station signs purchased, bike racks installed at Raymond Brook Preserve and Grayville Park, TOB to be installed
4/4/2024		Fire Department Active Shooter Tactical Gear	FD	13,600		13,600		Gear ordered 5/3/24/Partial Shipment Received
				1,952,186				

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

7/25/2024 9:14 AM

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	0	22,970	Complete
7/21/2022		Fire Department Battery Operated Rescue Tools	FD	50,000	0	0	52,039	Complete
7/21/2022		HAMR Softball Field Veteran's	P&R	20,000	0	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 Sids rejected, Project Removed from ARPA 12/7/23
7/21/2022		AHM HVAC System Upgrade	AHM	55,000	0	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	20,000	0	20,000	Complete - Additional funding approved 5/2/2024
9/1/2022		Police Vehicle	PD	80,000	0	0	66,345	Complete
9/15/2022		WPCA Sewer System Improvements	WPCA	82,140	0	0	82,140	Complete
1/5/2023		ACO Vehicle (pre-owned)	ACO	10,000	0	0	9,000	Complete
2/16/2023		Fence Between Library and Legion	P&D	7,500	0	0	7,447	Complete
2/16/2023		CoDE Support for Juneteenth Event	TM	4,000	0	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	0	24,000	Complete
5/8/2023		Fire Department Turnout Gear	FD	40,000	0	0	40,000	Complete
1/19/2023		Gull School Roof	P&D	20,000	0	0	19,825	Complete
7/21/2022		Playscape Veteran's	P&R	150,000	153,450	0	153,450	Complete
8/2/2022		Contribution Toward Emergency Generator for Stonecroft Housing	TM	70,000	84,000	0	84,000	Complete
				856,362				

ARPA FUNDING STATUS

COMPLETED PROJECTS	856,362
APPROPRIATED FUNDS	1,952,186
ACCRUED INTEREST FY 23-24	96,205
REMAINING ARPA FUNDS TO BE HELD IN RESERVE	\$ 100,371
	\$ 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
 HIHS 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**

7/25/2024 9:14 AM

Approved by Town Attorney Awaiting BOS Approval				
	Hebron Historical Society - Old Town Hall Restroom/Accessibility	125,000	Need more information	
	Peters House Renovation/Restoration	50,000		
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 85/86 - Trees/Bushes	600	5/8/23 Funded by HFPG 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 12/9/2024
		Land Acknowledgement Plaques (CoDE)	\$ TBD	removed from consideration 4/18/24
		Collins: GHS Water System	\$ TBD	Tentative Attorney Approval - removed from consideration 4/18/24
		Collins: Fund for Affordable Home Ownership	\$ TBD	Tentative Attorney Approval - removed from consideration 4/18/24
9/1/2022		Wall Street Sidewalk Project	146,000	Bid Awarded/Signed Contract/Construction in Spring/Summer 2024 - Funded w/ Grant and CIP
2/16/2023		Hebron Center Signage (wayfinding and community event) Design & Const.	45,000	LADA preparing design/working on DOT approval Inc 4/4/2024/ removed 6/6/2024
		P & R Trail Development	80,000	Removed from consideration 6/6/2024
		Grayville Road Bridge	150,500	Funded through a Supplemental Appropriation from UFB FY 24-25
Obligate Funds by December 31, 2024				
Spend Funds by December 31, 2025				

**TOWN OF HEBRON
BOARD OF SELECTMEN
REGULAR MEETING
AUGUST 1, 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
AUGUST 1, 2024**

**APPROVE CALL AND APPOINT MODERATOR AND ALTERNATE MODERATOR
FOR SPECIAL TOWN MEETING**

A Special Town Meeting has been scheduled for Tuesday, August 20, 2024, at 7:00 p.m. in the Douglas Library Community Room, Douglas Library of Hebron, 22 Main Street, Hebron, Connecticut to consider the following:

1. Approve Savy Brothers/Town of Hebron Land Swap
2. Acceptance of Yaps Property – 56 Church Street
3. Acceptance of Community Challenge Grant
4. Acceptance of Hebron Green Pedestrian Connection and Parking Improvements STEAP Grant
5. Approve Supplemental Appropriation from unassigned fund balance in the amount of \$167,000, as approved by the Board of Finance, for the Gilead Hill and Hebron Elementary School Public Address and Timeclock Systems installation

Proposed Resolution:

BE IT RESOLVED that the Hebron Board of Selectmen approve the Meeting Call for the Special Town Meeting scheduled for Tuesday, August 20, 2024, at 7:00 p.m. as presented (or amended); and

BE IT FURTHER RESOLVED that Joseph Krist be appointed Moderator and Scot Kaufman be appointed Alternate Moderator.

LEGAL NOTICE

TOWN OF HEBRON SPECIAL TOWN MEETING

The electors and voters of the Town of Hebron are hereby given notice and warned that a Special Town Meeting will be convened on Tuesday, August 20, 2024, at 7:00 p.m. in the Community Room at the Douglas Library of Hebron, 22 Main Street, Hebron, Connecticut, to consider and act upon the following:

1. APPROVE SAVY BROTHERS/TOWN OF HEBRON LAND SWAP

Pursuant to Hebron Town Charter Section 303 C, to consider the transfer of an approximately 3.4 acre parcel known as Parcel 10-10 located on Church Street from the Town of Hebron to Savy Brothers LLC of 612 Church Street in exchange for an approximately 8.04 acre parcel located at 594 Church Street (Parcel # 98-1) in the Amston Village District; for no consideration, and as recommended by the Hebron Board of Selectmen.

2. ACCEPTANCE OF YAPS PROPERTY – 56 CHURCH STREET

Pursuant to Section 303 C of the Hebron Town Charter, to accept the donation of the approximately 27 acre Yap Property located at 56 Church Street for open space purposes.

3. ACCEPTANCE OF COMMUNITY CHALLENGE GRANT

Pursuant to Section 303 G of the Hebron Town Charter, to accept the grant awarded to the Town of Hebron (sub-recipient Commons Community Development Corporation) from the Connecticut Communities Challenge Grant Round 3 for The Hebron Town Center Initiative Project in the amount of \$2,106,000 and authorize Andrew J. Tierney, Town Manager, to sign any necessary grant documents.

4. ACCEPTANCE OF HEBRON GREEN PEDESTRIAN CONNECTION AND PARKING IMPROVEMENTS STEAP GRANT

Pursuant to Section 303 G of the Hebron Town Charter, to accept the grant awarded to the Town of Hebron from the 2022 Small Town Economic Assistance Program (STEAP) for the Hebron Green to Pendleton Drive Pedestrian Bridge Project in the amount of \$493,200 and authorize Andrew J. Tierney, Town Manager, to sign any necessary grant documents.

5. APPROVE A SUPPLEMENTAL APPROPRIATION FROM THE UNASSIGNED FUND BALANCE IN THE AMOUNT OF \$167,000, FOR THE GILEAD HILL AND HEBRON ELEMENTARY SCHOOLS PUBLIC ADDRESS AND TIMECLOCK SYSTEMS INSTALLATION

Pursuant to Section 303 B of the Hebron Town Charter, to approve a supplemental appropriation from the unassigned fund balance in the amount of \$167,000, as approved by the Board of Finance, for the Gilead Hill and Hebron Elementary Schools Public Address and Timeclock Systems Installation.

Dated at Hebron, Connecticut, this 1st day of August 2024.

Hebron Board of Selectmen

Peter Kasper, Chairman

Daniel Larson, Vice Chairman

Tiffany V. Thiele

Keith Petit

Claudia Tejada Riley

**TOWN OF HEBRON
BOARD OF SELECTMEN
REGULAR MEETING
AUGUST 1, 2024**

**AWARD CONTRACT FOR CONSULTANT FOR GILEAD HILL AND
HEBRON ELEMENTARY SCHOOLS HVAC IAQ UPGRADE GRANT PROGRAM**

Attached is correspondence from the Public Building Committee (PBC) recommending award of contracts relative to the HVAC projects at Gilead Hill and Hebron Elementary Schools. The PBC is recommending award of the contract for consulting services to PM Resources LLC.

At the June 27, 2024 Hebron Board of Finance (BOF) meeting the BOF approved a supplemental appropriation in the amount of \$78,600 for the Gilead Hill and Hebron Elementary Schools HVAC project to cover the consultant and engineering firms.

The Selectmen discussed this award at the July 11, 2024, meeting and requested clarification of the amount and revision of the motion.

PROPOSED MOTION:

Move that the Hebron Board of Selectmen award the contract for consulting services for the HVAC IAQ Upgrade for Gilead Hill and Hebron Elementary Schools to PM Resources, LLC of Canton, Connecticut, for a total fee not to exceed \$3,700 for each school, and authorize Andrew J. Tierney, Town Manager, to enter into a contract with PM Resources.

**PUBLIC BUILDING COMMITTEE
TOWN OF HEBRON
15 GILEAD STREET
HEBRON, CT 06248**

July 24, 2024

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

RE: Gilead Hill Elementary School-HVAC IAQ Upgrade Grant Program
Letter of Recommendation-PM Resources, LLC-REVISED

Dear Andy:

At a special meeting that was convened this morning, the following motion was made by Mal Leichter and seconded by Wayne Warwick, "that the Public Building Committee recommends that the Town enter into a contract with PM Resources, LLC based on their revised proposal dated July 17, 2024 in the not to exceed amount of \$3,500 for their services and the not to exceed amount of \$200 for reimbursable mileage all for a total not to exceed contract amount of \$3,700 as it relates to the Gilead Hill Elementary School in order to assist the Town, Board of Education and Public Building Committee in assembling all of the necessary documentation that is required to be submitted to the State in regards to the HVAC Indoor Air Quality Upgrade Grant Program."

Attached is a copy of PM Resources' revised proposal along with a summary of some of the critical tasks that will need to be achieved to submit the completed application to the Connecticut Department of Administrative Services.

If you have any questions or comments, please feel to contact me, or any member of our committee.

Sincerely,



Richard B. Steiner
Recording Secretary

Cc: Public Building Committee Members



July 17, 2024

Richard Steiner

Re: Proposal for developing Grant applications including Educational Specifications for State of CT HVAC Grants

Mr. Steiner,

I am pleased to submit my proposal for assisting the Hebron Board of Education in its effort to apply for grants for the HVAC upgrades for Gilead Hill School. As I understand it, my scope of services will include working with an engineering firm to define a thorough scope of HVAC work, a detailed cost estimate and assisting the BoE in developing educational specifications and the required documents for a grant submission.

My fee for these services is \$100.00 per hour with a base fee Not to Exceed \$3,500 and a reimbursable mileage fee not to exceed of \$200, with the total fee proposal being a not to exceed cost of \$3,700

Please let me know if you find my proposal acceptable and if you have any questions please don't hesitate to call. I look forward to working with you and the Town of Hebron.

Respectfully,
Roger LaFleur



July 17, 2024

Richard Steiner

Re: Proposal for developing Grant applications including Educational Specifications for State of CT HVAC Grants

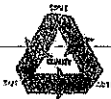
Mr. Steiner,

I am pleased to submit my proposal for assisting the Hebron Board of Education in its effort to apply for grants for the HVAC upgrades for Hebron Elementary School. As I understand it, my scope of services will include working with an engineering firm to define a thorough scope of HVAC work, a detailed cost estimate and assisting the BoE in developing educational specifications and the required documents for a grant submission.

My fee for these services is \$100.00 per hour with a base fee Not to Exceed \$3,500 and a reimbursable mileage fee not to exceed of \$200, with the total fee proposal being a not to exceed cost of \$3,700

Please let me know if you find my proposal acceptable and if you have any questions please don't hesitate to call. I look forward to working with you and the Town of Hebron.

Respectfully,
Roger LaFleur



Process for Grant application submittal to Department of Construction Services (DCS)

Non-priority Project

HVAC Grant

Requirements for Grant Applications

1. Certified copies of 3 local authorizations (Hebron will provide)
 - a. Board of Education must be authorized to apply to the Commissioner and to accept or reject such grant
 - b. Building Committee must be established
 - c. Authorization given for the preparation of schematic drawings and outline specifications for the project
2. A copy of the Educational Specifications as approved by the Board of Education (PMR will provide the Ed Specs, Hebron Board of Education will provide a copy of the approving resolution)
3. Professional Cost Estimate (Engineer will provide)
4. Space Standard Worksheet (Not Required for HVAC Projects)
5. Grant Application Checklist (PMR will provide)
6. Local authorization of project funding (Hebron will provide)
 - a. District is authorized to "expend" 100% of project revenues
 - b. District authorized to "finance" its local share (less reimbursement)

We will need to discuss the meetings necessary to accomplish the above tasks and the schedule of those meetings. We have all the data (costs and specifications) needed to meet the submission requirements.

**TOWN OF HEBRON
BOARD OF SELECTMEN
REGULAR MEETING
AUGUST 1, 2024**

**AWARD BID FOR PEDESTRAIN BRIDGE AND TRAIL
PENDLETON DRIVE TO LIBRARY**

The Town of Hebron received proposals for the installation of the Pedestrian Bridge and Trail from Pendleton Drive to the Library on Monday, July 8, 2024. As reported at the July 11, 2024, BOS meeting, three proposals were received and the recommendation from the Town Engineer and the Town Manager is to award the contract to Mather Corporation. The funding for the bridge is through a STEAP grant and ARPA. Additional funding of \$60,000 is required to cover contingency and incidentals. Please refer to the attached Town Engineer's correspondence. The Town Manager is recommending the ARPA allocation for this project be increased to cover this amount

Proposed Motion:

Move that the Hebron Board of Selectmen award the bid for the installation of the Pedestrian Bridge and Trail from Pendleton Drive to the Library to Mather Corporation of Bloomfield, Connecticut, in the amount of \$491,000, and authorize Andrew J. Tierney, Town Manager, to sign any required contract documents.



July 8, 2024

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

RE: Construction Contract Award Review Letter
Pedestrian Bridge and Trail Pendleton Drive to
Library
Hebron, CT
NLJA #0648-0092

Dear Mr. Tierney:

This letter summarizes our review of the bids opened publicly via a video conference during the July 8, 2024, bid opening for the subject project.

The Total of All Bid Items includes all proposed work for this project in one lump sum work item and five-unit price work items. The Total Base Bid is a summation of the bid item quantities stated in the Bid Form multiplied by the unit prices provided by the bidder.

A total of three bids were submitted. No computational errors were found. The low bid for this project was submitted by Mather Corporation (Mather) for the Total Base Bid amount of \$491,000.00.

We checked Mather's bid package to determine if it included the required bid submission items such as the Bid Form, Bid Bond, Non-Collusion Affidavit, Statement of Bidders Qualifications, CHRO-Contract Compliance Regulations Notification to Bidders, and State of Connecticut Certificate of Compliance CGS 31-57b. The bid package items were reviewed to determine if: they were filled out properly; the bidder acknowledged receipt of Addenda No. 1 and 2; and that their Surety is listed on the United States Treasury Department's Circular 570. Responses provided in Mather's Statement of Qualifications regarding lawsuits were compared with findings of court cases by performing an online search of the State of Connecticut Judicial Branch website for Civil/Family/Housing Inquiry and Supreme and Appellate Court. Responses provided in Mather's Statement of Qualifications regarding safety violations were compared with findings of safety violations by performing an online search of the OSHA Establishment Search website. Based on our review of the above noted items, the bid submitted by Mather was found to be complete and accurate with one exception. This exception is that the second "HAS/HAS NOT" on the Certificate of Compliance with Connecticut General Statute Section 31-57b was not addressed. We notified the Mather of this, and they provided revised certificate that is enclosed with this letter.

Several factors should be considered when selecting a contractor for a project including the total bid amount, how the contractor arrived at the total bid amount, contractor qualifications, their financial status and their performance on past projects.

Nathan L. Jacobson & Associates, Inc.
Nathan L. Jacobson & Associates, P.C. (NY)
86 Main Street P.O. Box 337 Chester, Connecticut 06412-0337
Tel 860.526.9591 Fax 860.526.5416
Consulting Civil and Environmental Engineers Since 1972



Mr. Andrew J. Tierney
Town of Hebron
RE: Construction Contract Award Review Letter
Pendleton Bridge and Trail Pendleton Drive to Library
NLJA #0648-0092
July 8, 2024
Page 2 of 3

The Town and Nathan L. Jacobson & Associates, Inc. has worked with Mather on other projects. We can attest to their work performance and qualifications. No reference checks were conducted for this review letter.

The Town of Hebron did not request Mather provide company financial information for their review.

The information obtained during this bid review generally supports awarding this contract to Mather. Based on the State's requirements for funding, the award amount shall be the total sum of Bid Items 1 through 6. The sum of Bid Items 1 through 6 equals \$491,000.00.

As part of the Connecticut Commission on Human Rights and Opportunities (CHRO) checklist for municipalities it indicates that during the screening of bids the municipality must check with the CT Law Journal to ensure the contractor is not debarred. We confirmed that Mather is not listed as debarred. Once the Town confirms that they will be awarding the project, but before the Town awards the project, please notify our office so we may issue the required Notification of Contract Award for Municipalities to CHRO.

The Town has 60 days from the bid opening date to award the project. Once the Town decides to award, we will prepare the Notice of Award which to be sent to the Contractor advising them that their bid has been accepted and that they must submit an executed Agreement, Performance Bond, Payment Bond, and Certificates of Insurance within fifteen days. Within ten days following execution of the Agreement and receipt of the satisfactory documents as previously noted, the Town must then issue a written Notice to Proceed. Starting at the date on the Notice to Proceed, the contractor will then have 90 calendar days to attain Substantial Completion of the project with readiness for final payment of all contracted work occurring within 120 calendar days.



Jacobson

Mr. Andrew J. Tierney

Town of Hebron

RE: Construction Contract Award Review Letter

Pendleton Bridge and Trail Pendleton Drive to Library

NLJA #0648-0092

July 8, 2024

Page 3 of 3

Please contact us with any questions.

Sincerely,

NATHAN L. JACOBSON & ASSOCIATES, INC.

Digitally signed by Aaron Mortensen
Date: 2024.07.09 15:16:21-04'00'

Aaron L. Mortensen, P.E.

Enclosures:

1. Bid Tabulation
2. Certificate of Compliance with Connecticut General Statute 31-57b executed by Mather.

Cc: Docstar, w/ encl.

L:\06480092 Pendleton Bridge and Trail\Bidding\Bid Review Letter\24-07-08 Tierney.docx

**PROJECT: Pedestrian Bridge and Trail Pendleton Drive to Library
Town of Hebron, Connecticut**

ITEM NO.	ITEM	APPROX. QUAN.	UNIT MEASURE	Mather Corporation		LaRosa Earth Group, LLC		Gerber Construction Inc.	
				UNIT PRICE	EXTENDED TOTAL	UNIT PRICE	EXTENDED TOTAL	UNIT PRICE	EXTENDED TOTAL
1	All WORK included in the Contract Documents except for WORK included under Item Nos. 2 through 6 below	1	LS	\$488,300.00	\$488,300.00	\$524,000.00	\$524,000.00	\$538,000.00	\$538,000.00
2	Rock Excavation	1	CY	\$700.00	\$700.00	\$350.00	\$350.00	\$1,000.00	\$1,000.00
3	Additional Excavation (A.O.B.E.)	5	CY	\$60.00	\$300.00	\$100.00	\$500.00	\$200.00	\$1,000.00
4	Additional Granular Fill (A.O.B.E.)	10	CY	\$75.00	\$750.00	\$100.00	\$1,000.00	\$50.00	\$500.00
5	Additional 3/8" Crushed Stone (A.O.B.E.)	10	CY	\$75.00	\$750.00	\$125.00	\$1,250.00	\$60.00	\$600.00
6	Additional Geotextile (A.O.B.E.)	10	SY	\$20.00	\$200.00	\$10.00	\$100.00	\$10.00	\$100.00
TOTAL BASE BID					\$491,000.00		\$527,200.00		\$541,200.00

STATE OF CONNECTICUT
Certificate of Compliance with
Connecticut General Statute Section 31 - 57b

I hereby certify that all of the statements herein contained below have been examined by me, and to the best of my knowledge and belief are true and correct.

The Mather Corporation ~~HAS~~ HAS NOT
Company Name (Cross out Non-applicable)

been cited for three (3) or more willful or serious or serious violations of any Occupational Safety and Health Act (OSHA) or of any standard, order or regulation promulgated pursuant to such act, during the three year period preceding the bid, provided such violations were cited in accordance with the provisions of any State Occupational Safety and Health Act of 1970, and not abated within the time fixed by the citation and such citation has not been set aside following appeal to the appropriate agency of court having jurisdiction or ~~HAS~~ HAS NOT (Cross out Non-applicable) received one or more criminal convictions related to the injury or death of any employee in the three-year period preceding the bid.

The list of violations (if applicable) is attached.

Mather Corporation
(Name of Firm, Organization or Corporation)

Signed: [Signature]
Written Signature:

Todd S. Mather
Name Typed: (Corporation Seal)

Title: President
(Title of Above Person, typed)

Dated: 7/8/24

State of CT.)
County of Hartford) ss: A.D., 2024
)

Sworn to and personally appeared before me for the above, Mather Corporation,
(Name of Firm, Organization, Corporation)

Signer and Sealer of the foregoing instrument of and acknowledged the same to be the free act and deed of

Todd S. Mather, and his/hers free act and deed as
(Name of Person appearing in front of Notary or Clerk)

President
(Title of Person appearing in front of Notary or Clerk)

My Commission Expires: 3-31-2028

[Signature]
(Notary Public) (Seal)

JOAN M. KROGH
NOTARY PUBLIC
MY COMMISSION EXPIRES MAR. 31, 2028

2022 Concept Design Construction Cost Estimate

Town Name: Hebron

Project Name: Pendleton Drive Pedestrian Bridge Project

Major and Minor Contract Items

	Item / Description	Unit	Quantity	Unit \$	Total Cost
0201500	Relocaton of Mailbox	EA	1	\$ 540.00	\$ 540.00
0202000	Earth Excavation	CY	25	\$ 22.53	\$ 563.25
0202120	Rock Excavation (no explosives)	CY	5	\$ 150.00	\$ 750.00
0203202	Structure Excavation (Excluding Cofferdam & Dewatering)	CY	170	\$ 32.05	\$ 5,448.50
0203304	Structure Excavation - Rock (Excluding Cofferdam & Dewatering)	CY	10	\$ 64.54	\$ 645.40
0202522	Removal of Bituminous Type Pavement	SY	177	\$ 11.99	\$ 2,122.23
0202529	Cut Bituminous Concrete Pavement	LF	325	\$ 3.84	\$ 1,248.00
0207000	Borrow	CY	50	\$ 20.31	\$ 1,015.50
0210300A	Oil Absorbent Boom	LF	100	\$ 26.50	\$ 2,650.00
0210310	Oil Absorbent Blanket	LF	400	\$ 4.50	\$ 1,800.00
0216000	Pervious Struture Backfill	CY	25	\$ 47.40	\$ 1,185.00
0219003	Sedimentation Control Filter Fabric Fence System	LF	250	\$ 6.00	\$ 1,500.00
0219011	Sedimentation Control at Catch Basin	EA	2	\$ 161.75	\$ 323.50
0304002	Processed Aggregate Base	CY	60	\$ 49.70	\$ 2,982.00
0406171	HMA S0.5	TON	25	\$ 123.78	\$ 3,094.50
0406172	HMA S0.375	TON	25	\$ 115.63	\$ 2,890.75
0507824	Convert Type "C" C.B to Type "C-L" CB	EA	2	\$ 1,751.00	\$ 3,502.00
0601064	Abutment and Wall Concrete	CY	10	\$ 910.64	\$ 9,106.40
0602030	Deformed Steel Bars	LB	1,000	\$ 2.00	\$ 2,000.00
0686000.15	15" R.C. Pipe - 0'-10' Deep	LF	16	\$ 75.32	\$ 1,205.12
0686715.15	15" Reinforced Concrete Drainage Pipe End	EA	2	\$ 925.73	\$ 1,851.46
0728014	3/4" Crushed Stone	CY	10	\$ 57.40	\$ 574.00
0815091	Removal of Bituminous Concrete Lip Curbing	LF	300	\$ 6.00	\$ 1,800.00
0921001	Concrete Sidewalk	SF	2,025	\$ 12.80	\$ 25,920.00
0921005	Concrete Sidewalk Ramp	SF	280	\$ 27.02	\$ 7,565.60
0921007	Concrete Sidewalk w/Integral Curb	SF	1,600	\$ 31.94	\$ 51,104.00
0921039	Detectable Warning Strip	EA	7	\$ 449.53	\$ 3,146.71
0921018	Concrete Brick Pavers	SF	1,350	\$ 34.11	\$ 46,048.50
0944000	Furnishing and Placing Topsoil	SY	425	\$ 7.72	\$ 3,281.00
R.S. Means	Fine Grade, Seed Fert, Lime & Mulch	SY	425	\$ 4.40	\$ 1,870.00
1002010	Light Pole Base	EA	6	\$ 667.80	\$ 4,006.80
1210105	Epoxy Resign Pavement Markings, Symbols and Legends	SF	150	\$ 4.79	\$ 718.50
R.S.Means	Clear Trees up to 24" (Cut & Chip/Grub)	EA	8	\$ 1,375.00	\$ 11,000.00
Vendor	Relocate Control Panel	LS	1	\$ 20,000.00	\$ 20,000.00
Vendor	Penn Glob Nantucket - 1-000 SST-LED	EA	6	\$ 6,950.00	\$ 41,700.00
Vendor	Bridge Superstructure	EA	1	\$ 32,000.00	\$ 32,000.00
Vendor	Crane Rental	EA	1	\$ 5,000.00	\$ 5,000.00

A	Major Items Subtotal				\$ 301,619
B	Minor Items	20	% of Line "A"		\$ 60,324

C	Major Contract Items Subtotal (A + B)				\$ 361,943
----------	--	--	--	--	-------------------

Other Lump Sum Items (As Needed)

Clearing and Grubbing	(suggested 0% - 2%)	2.0	% of Line "C"	\$ 7,239
M & P of Traffic	(suggested 0% - 5%)	3.0	% of Line "C"	\$ 10,858
Mobilization	(suggested 2% - 10%)	6.5	% of Line "C"	\$ 23,526
Construction Staking	(suggested 0% - 2%)	2.0	% of Line "C"	\$ 7,239

D	Other Items Subtotal				\$ 48,862
----------	-----------------------------	--	--	--	------------------

G	TOTAL CONTRACT COST ESTIMATE (C + D) (Rounded to nearest \$1000)				\$ 411,000
----------	---	--	--	--	-------------------

Project Costs Summary

Contract Cost Estimate (Line "G")			\$ 411,000
Contingencies	(suggested 0% - 10%)	10%	\$ 41,100
Incidentals	(suggested 0% - 10%)	10%	\$ 41,100
TOTAL PROJECT COST			\$ 493,200

NOTES:

- Unit prices are generally from the CTDOT English Bid Item List as of February 2022 and may 2022 unless otherwise noted.

Donna Lanza

From: Andy Tierney
Sent: Tuesday, July 16, 2024 1:49 PM
To: Donna Lanza
Subject: FW: Pendleton Bridge and Trail - Bid Review
Attachments: 24-07-08 Tierney - Signed.pdf; 8-12-22 Pendleton Road to library Sidewalk and Bridge.pdf

From: Thomas H. Fenton <tfenton@nlja.com>
Sent: Wednesday, July 10, 2024 4:21 PM
To: Andy Tierney <atierney@hebronct.com>
Cc: Aaron L. Mortensen <amortensen@nlja.com>; Matthew Bordeaux <mbordeaux@hebronct.com>
Subject: FW: Pendleton Bridge and Trail - Bid Review

Hi Andy,

Following up on our discussion today, The low bid of \$491,000 is generally in line with the STEAP Grant funding which was based on the attached Opinion of Probably Construction Costs and totals \$493,200. However the OPCC, which was done at the time of the Grant Application in 2022, allows for 10% contingencies and 10% Incidentals (construction inspection). To allow for these non-contract project costs, the current project budget based on the Contractors Bid, would include the bid amount plus 10% contingencies and 10% incidentals or $\$491,000 + \$49,100 + \$49,100 = \$589,200$. This would mean the Town would need to fund an additional \$98,200 to allow for the maximum project costs.

As a point of information, we do not anticipate full time inspection will be needed for this project or that the full 10% contingencies will be used, so it is likely that the final project cost will be less than that, but from a budgeting standpoint it may be prudent to allow for the full amount.

Let me know if you have any questions.

Tom

Thomas H. Fenton, P.E.

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

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: Aaron L. Mortensen <amortensen@nlja.com>
Sent: Tuesday, July 9, 2024 3:21 PM
To: Andy Tierney <atierney@hebronct.com>

Cc: Matthew Bordeaux <mbordeaux@hebronct.com>; Thomas H. Fenton <tfenton@nlja.com>

Subject: Pendleton Bridge and Trail - Bid Review


Hello Andy,

Please find the bid review letter for the subject project attached. I believe this project is on the BOS July 11th meeting agenda.

NLJA would be looking for the Town of Hebron to authorize the award of the project to Mather Corporation

Thanks.

Aaron L. Mortensen, P.E.

 Nathan L. Jacobson & Associates

Consulting Civil and Environmental Engineers Since 1972

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

Office: 860.526.9591 • Direct: 959-214-5980

amortensen@nlja.com • www.nlja.com

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.

**TOWN OF HEBRON
BOARD OF SELECTMEN
REGULAR MEETING
AUGUST 1, 2024**

CRCOG HAZARD MITIGATION AND CLIMATE ADAPTATION PLAN

Attached is a memo from Matthew Bordeaux, Town Planner, regarding the CRCOG Hazard Mitigation and Climate Adaptation Plan. The Town Planner and Town Manager recommend the Selectmen adopt the following resolution:

**A RESOLUTION ADOPTING THE CAPITOL REGION NATURAL HAZARD
MITIGATION PLAN UPDATE, 2024-2029**

WHEREAS, the Town of Hebron has historically experienced severe damage from natural hazards and it continues to be vulnerable to the effects of those natural hazards profiled in the plan (e.g. flooding, extreme heat, droughts, severe storms such as thunderstorms and winter storms, dam failures, wildfires, and earthquakes) resulting in loss of property and life, economic hardship, and threats to public health and safety; and

WHEREAS, the Hebron Board of Selectmen approved the previous version of the Plan in 2014 and 2019; and

WHEREAS, the Capitol Region Council of Governments, of whom the Town of Hebron is a member, has determined that climate change is affecting the frequency and severity of some hazards and therefore elected to expand the Hazard Mitigation Plan Update to become a Hazard Mitigation and Climate Adaptation Plan Update; and

WHEREAS, committee meetings were held and public input was sought in 2023 regarding the development and review of the Hazard Mitigation and Climate Adaptation Plan Update; and

WHEREAS, the Plan specifically addresses hazard mitigation and climate adaptation strategies and Plan maintenance procedures for the Town of Hebron; and

WHEREAS, the Plan recommends several hazard mitigation actions that will provide mitigation for specific natural hazards that impact the Town of Hebron, with the effect of protecting people and property from loss associated with those hazards while adapting to the effects of climate change; and

WHEREAS, the Capitol Region Council of Governments has developed and received conditional approval from the Federal Emergency Management Agency (FEMA) for its Hazard Mitigation and Climate Adaptation Plan Update under the requirements of 44 CFR 201.6; and

WHEREAS, adoption of this Plan will make the Town of Hebron eligible for funding to alleviate the impacts of future hazards; now therefore be it

RESOLVED by the Board of Selectmen:

1. The Plan is hereby adopted as an official plan of the Town of Hebron;
2. The respective officials identified in the mitigation strategy of the Plan are hereby directed to pursue implementation of the recommended actions assigned to them;
3. Future revisions and Plan maintenance required by 44 CFR 201.6 and FEMA are hereby adopted as a part of this resolution for a period of five (5) years from the date of this resolution.
4. An annual report on the progress of the implementation elements of the Plan shall be presented to the Board of Selectmen.

**TOWN OF HEBRON
PLANNING AND DEVELOPMENT DEPARTMENT**

TO: Andrew J. Tierney, Town Manager
Hebron Board of Selectmen

FROM: Matthew R. Bordeaux, Town Planner

DATE: July 10, 2024

RE: Capitol Region Council of Governments Hazard Mitigation and Climate Adaptation Plan

As Hebron's Local Hazard Mitigation Plan Coordinator, I am requesting the Hebron Board of Selectmen adopt the attached resolution to approve the regional Hazard Mitigation and Climate Adaptation Plan Update. The 5-year Plan identifies the natural hazards that may harm the safety and health of the residents the 38 towns in the Capitol Region, assesses vulnerabilities to those hazards, and identifies mitigation strategies to reduce the loss of life and property, economic disruptions, and the costs of post-disaster recovery. As a result of developing and formally adopting this plan update, municipalities maintain access to FEMA hazard mitigation assistance in the event of a disaster. In addition, the update includes plans for climate adaptation, to build further resilience from the hazards caused by climate change.

Town of Hebron staff including the Town Manager, Fire Chief, Emergency Management Officer and Public Works Director participated in the review and update of the Municipal Annex (attached). The Hebron 2024 Plan of Conservation and Development references the efforts of Town staff to update the CRCOG Hazard Mitigation and Climate Adaptation Plan in order to satisfy statutory requirements that these issues be addressed in municipal plans.

The complete regional Plan can be viewed at CRCOG's website using the following link:
<https://crocog.org/natural-hazards-mitigation-planning/>

MRB

H:\Mat\Plans & Studies\NHMP\Resolution Recommendation Memo.docx

Attach.



18 Hebron

Community Overview

Hebron is a rural community in Tolland County that covers 37 square miles with an estimated population of 9,098 (2020 Census). Most of the residential development in Hebron consists of single-family homes. Recently, most new development has been constructed near the center of town.

Elevation in Hebron ranges from 300 to over 650 feet above sea level. Most water drains to the Salmon River Watershed, but a small portion in the northeast drains to the Willimantic Watershed. The principal watercourses in Hebron are Fawn, Mint, Raymond and Senate Brooks. The 184-acre Amston Lake is located in the southeast portion of Town.

Major transportation routes through Hebron include state routes 66, 85, 207 and 316.

Development and redevelopment are light in the town. Development is reviewed by town land use boards, and they are unlikely to approve any development or redevelopment in high-risk areas.

Critical Facilities

A number of Hebron critical facilities are listed here.

Table 18-1: Critical Facilities, Hebron

Facility	Shelter	Cooling Center	Generator
Town Hall (EOC)		X	X
Library		X	X
Senior Living Facility			X
RHAM High School	Regional Shelter	X	In Process
RHAM Middle School			X

During extreme heat events, Hebron Town Hall (EOC), Douglas Library and Rham High School can all be opened as public cooling centers. The town hall and library currently have generators. Town is working on getting a generator for Rham High School which also serves as a regional shelter

Hebron, Andover and Marlborough share a regional middle/high school (RHAM) located in the center of the town of Hebron. The high school is being considered for use as a regional general population shelter while the middle school is being considered for use as a special needs shelter. Electrical upgrades, generators and fuel capacity sufficient to provide power to operate bathroom and cooking facilities are needed to enable the schools to be used as emergency shelters.

The current generators at the Middle School and High School only run emergency lighting. Therefore, the Middle School is not usable as a special needs shelter unless the generator upgrade for the high school also adds heating/cooling, shower/toilet/sink water flow, and 120VAC outlet support for the Middle School as well.

Capabilities

Hazard mitigation is incorporated into Hebron's Plan of Conservation and Development. The HMP document itself is cited.

Public water service, provided through a private water company, has been extended, and is available in several neighborhoods including the Town Center and the Amston Lake area. The center of town has a pressurized hydrant system fed by CT Water Co. The rest of Hebron has a fire suppression program that primarily relies on tanker trucks to transport water. The Fire Department routinely has inventories all fire ponds and dry hydrants in Town and is now working to develop a plan for additional dry hydrant locations. The High School has a sprinkler system and is serviced by the CT Water Co.

The Town of Hebron has worked to limit its vulnerability to flood hazards. No new construction has occurred in a floodplain since 2008. The building codes are based on FEMA requirements or reference FEMA recognized ASCE 24 construction standards.

Eversource has a contract with Asplundh Tree Services to provide tree maintenance services in Hebron. Additionally, the Town has its own bucket truck and crew for tree removal needs impacting Town property.

Amston Lake's water level is controlled by an earthen dam with a concrete spillway. The outlet of the lake is an unnamed watercourse that feeds into Raymond Brook. The dam was recently repaired and upgraded.

The Town actively seeks to protect sensitive lands. Approximately 20% of the Town's land area is permanently protected open space.

The Town Plan of Conservation and Development will be adopted in 2024 and assessed its infrastructure needs as part of that process.

A map modernization effort by FEMA is currently underway for Tolland County, but its full extent, and how much of Hebron it will cover, is unknown.

One bridge replacement was underway at the time of development of this Hazard Mitigation Plan.

The Hebron CERT team has increased three-fold in size since the 2014 HMP, and merged with the Andover CERT.

Hebron received the Bronze Certification within the SustainableCT program in October 2018.

Since the 2019 HMP, the following actions have been incorporated as capabilities:

- Participate in EMI courses or the seminars and annual conference held by the Connecticut Association of Flood Managers.

Capabilities to address natural hazards and the losses that they have caused, have increased since the last plan has been adopted.

Challenges

The Town relies primarily on groundwater for its drinking water. Most residences and businesses have private wells. The Town's most extensive aquifer is located in the Raymond Brook Marsh area. Among

the challenges facing Hebron in the event of a natural disaster are providing adequate water supply and emergency shelter for residents. The Town and Chatham Health District will need to monitor the available capacity of the sewer treatment plant and ability of the Town's ground water reserves to address the needs of future development including fire suppression particularly in the event of drought. The Town will also need to assess the capability of the RHAM middle and high school to serve as regional emergency shelters.

There are no public water hydrants in Town; the Fire Department relies on dry hydrants and tanker trucks to find and transport water for fire suppression.

During the 2020 and 2021 storms, the town experienced some power outages. The town needed to open charging stations and hand out potable water during these outages.

The town has made improvements on the culverts on Mill Stream Rd but during some rain events, the culverts still overtops.

The town is working on elevating bridges in town due to flood related concerns.

The primary concern for the town is the protection of water quality. Town staff said that they take pride in the health of their watersheds and are concerned with runoff impacts or development patterns that could affect water resources in the watersheds.

Town staff reported that there was an incident about a year ago where the regional sewage line failed in Colchester. This line runs through Hebron and ends in East Hampton; however, this was not flood related.

[Hazard Losses](#)

The economic losses faced by the community from natural hazards can be estimated by reviewing historic loss figures. Loss estimates are summarized below.

[Average Annualized Losses](#)

Average Annualized Loss (AAL) estimates are summarized below. Average Annualized Loss (AAL) figures are useful tools for comparison of the risks faced from different hazards with different likelihoods of occurring in a given time period. AAL estimates were prepared for each natural hazard which may impact Hebron. National Centers for Environmental Information (NCEI) data, from the last 20 years, was categorized by hazard and averaged based on the proportion of population within each town in the CROCG Region. National Flood Insurance Program (NFIP) losses were calculated based on the 50-year span of the program. FEMA Public Assistance (PA) data from the past 11 years was categorized based on hazard and used to compute AAL. United States Department of Agriculture (USDA) from the past 10 years was calculated to get AAL. Expected Annual Loss data from the National Risk Index (NRI) was downloaded and categorized to get AAL for the below hazards. Dam failure data was taken from the 2019-2024 CROCG Hazard Mitigation Plan (HMP) plan since no new dam failures have occurred in the past five years. The 2019 HMP Dam failures were sourced from the 2014 Connecticut Natural Hazard Mitigation Plan Update, with dam failure data supplemented by the National Performance of Dams Program and the Connecticut Department of Energy & Environmental Protection.

Table 18-2: Average Annualized Losses, Hebron

Hazard	Source	Average Annualized Losses (AAL)
Hurricanes/Tropical storms	NCEI	\$23,380.30
	NRI	\$550,030.42
	FEMA PA	\$3,295.81
Tornados/High Winds	NCEI	\$8,753.16
	NRI	\$88,566.54
Winter Storms	NCEI	\$6,934.06
	NRI	\$44,210.73
	FEMA PA	\$11,510.26
Flood	NCEI	\$7,086.90
	NRI	\$10,519.21
	NFIP	\$100.87
Drought	NRI	\$2,915.35
	USDA	\$3,976.35
Extreme Heat	NRI	\$1,629.85
Wildfire	NRI	\$742.56
Earthquakes	NRI	\$14,724.82
Dam Failure	HMP	\$595.00

Losses Summary

A review of the above loss estimates demonstrates that the community has experienced expenses as a result of natural hazards, and is at risk for additional losses if some of the less-frequent events were to occur. These actual and potential losses justify hazard mitigation actions to reduce losses in the future.

Mitigation Strategies and Actions

This HMCAP includes new goal statements that are aligned with *Resilient Connecticut* and the efforts of the GC3. The five new goals developed for this HMCAP were developed with cooperation from CIRCA in the *Resilient Connecticut* planning process, and are:

- Ensure that critical facilities are resilient, with special attention to shelters and cooling centers.
- Address risks associated with extreme heat events, especially as they interact with other hazards.
- Reduce flood and erosion risks by reducing vulnerabilities and consequences, even as climate change increases frequency and severity of floods.
- Reduce losses from other hazards.
- Invest in resilient corridors to ensure that people and services are accessible during floods and that development along corridors is resilient over the long term.

The previous goals of the 2019 HMP have been replaced and incorporated into these five new goals in accordance with the explanation in the Multijurisdictional document.

Noted Hazard Mitigation Needs

Over the course of Plan development, multiple hazard mitigation needs were noted:

- The primary focus of the Town is twofold: firstly, to oversee the accessibility of its groundwater reserves in anticipation of future development, and secondly, to ensure an adequate water supply for fire suppression during drought conditions.
- To address power outages during storms, the town should consider increasing tree trimming.
- Additional measures should be taken to prevent overtopping at Mill Stream Rd during heavy rain events. The town should consider upsizing this culvert.
- Hebron should focus on monitoring and regulating runoff impacts and development patterns to maintain water quality in the watershed.

Status of Previous Mitigation Strategies and Actions

The community reviewed the mitigation actions proposed in the 2019 HMP and determined the status of each. That information is included in the table below.

Table 18-3: Status of Previous Mitigation Strategies and Actions, Hebron

No.	Action	Notes	Status
1	Assess the capability of the RHAM middle and high school to serve as regional emergency shelters.	Town staff said this is complete and RHAM is designated as a regional shelter now. Previously RHAM served as the town's shelter but not the regional one, so this is a change. The town is working on getting a generator for this facility.	Complete/ Retire
7	Perform upgrades to the electrical system, generators, and fuel capacity of the RHAM Middle and High Schools so that they can operate bathroom and cooking facilities and be used as emergency shelters.	Working on this. The town is going to put out an RFQ for this soon. CIRCA will double check to see what funding source the town will be using to fund the generator. Revise to change this to completing the installation. UPDATE: RFQ for Electrical Engineering Services was issued. \$2 million grant from DECD.	Carry Forward with Revisions
2	Perform study to determine Town's ability to maintain sufficient water supply to use for wildfire suppression in the future given continued development. Consider the effect of droughts and climate change.	Town staff said this is an ongoing process, but they are not sure why this is related to wildfires specifically and have not performed a study specific to wildfires. The town does recognize that there are limitations with the existing water supply and are looking into other sources for water use especially for the downtown area. The town does have dry hydrant systems on the outskirts of town. An ongoing goal is to improve the water supply. This action can be rewritten to reflect this broader concern, but take out the wildfire component.	Carry forward with revisions

No.	Action	Notes	Status
9	Complete a draft timber management plan for Town-owned forested land.	Town staff said a timber management plan was developed but there was some conflict with the goals of the Conservation and Open Space Commissions. The town staff would like this action to be revised to either call for revising the plan to have more of a hazard mitigation / climate change focus, and/or to use the plan as a resource to educate residents and commission members.	Carry Forward with Revisions
5	Update floodplain regulations when new FIRM maps are issues by FEMA to be at or higher than regulatory standards.	Town staff said they do have flood plain regulations consistent with the NFIP. Town staff don't think that they are likely to see new FEMA flood maps anytime soon but are in need of new FIRM maps. This is an ongoing capability of the town when new FIRM maps are available, and the town does not have control over when those FIRM maps are updated, so the intent of this action has been completed.	Complete/ Retire
6	Review the LID Manual developed by the Northwest Hills Council of Governments and determine whether LID can be incorporated locally to increase rural resiliency.	Town staff said the intent of this action has been completed in collaboration with watershed groups.	Intent is complete/ Retire
3	Conduct outreach to local small businesses with the aim of preventing the accidental release and pollution from chemicals stored and used at their facilities during or following natural hazard events.	Town staff believe there is a pool company in town that this action might be relevant for. The town work with regional sanitation groups but are unsure if this type of outreach has been done. Revise to say "Watch the DEEP webinar related to this program."	Carry Forward with Revisions
4	Participate in EMI courses or the seminars and annual conference held by the Connecticut Association of Flood Managers.	Town staff said this will always be valuable and the staff are doing this. Ongoing capability.	Capability/ Retire
8	Coordinate with NEMO and CRCOG to share resources and gain technical support for hazard mitigation actions involving stormwater management and public outreach, which have parallel benefits related to MS4 stormwater permit compliance.	Town staff said they are compliant with MS4.	Complete/ Retire
10	Make progress with the hazard mitigation goals associated with Sustainable CT certified actions.	The Town was certified in the past but, upon reflection, staff are unsure if the effort to get certified takes too much town given staff capabilities. This is not a priority for the town.	No Longer Needed/R etire

No.	Action	Notes	Status
11	Coordinate with CT SHPO to conduct historic resource surveys, focusing on areas within natural hazard risk zones (such as flood or wildfire hazard zones and areas near steep slopes), to support identification of vulnerable historic properties and preparation of resiliency plans across the state. This action leverages existing resources and best practices for protection of historic and cultural resources through an ongoing statewide initiative by CT SHPO.	Revise to say " Acquire SHPO data and review with Flood zones". Town staff mentioned that historic resources are important to town members.	Cary Forward with Revisions

Active Mitigation Strategies and Actions

The Town proposed to initiate several new mitigation actions for the upcoming five years. Additionally, a number of actions from the previous planning period are being carried forward or replaced with revised actions. These are listed below.

Each of the following actions has been prioritized based on FEMA guidelines, listed from highest to lowest priority, and numbered.

Table 18-4: Active Mitigation Strategies and Actions, Hebron

Number	Hazard Mitigation and Climate Adaptation Actions	Hazard Mitigation and Climate Adaptation Goal	Type of Action	Responsible Department	Approx. Cost Range	Potential Funding Sources	Timeframe	Priority	Hazard(s)	EJ?	PERSISTS Score	STAPLEE Score	PERSISTS x STAPLEE =
HB1	Complete the installation of the electrical system, generators, and fuel capacity of the RHAM Middle and High Schools so that they can operate bathroom and cooking facilities and be used as emergency shelters.	Ensure that critical facilities are resilient, with special attention to shelters and cooling centers.	Preparedness & Emergency Response	Emergency Management	\$100,000 - \$500,000	FEMA HMA; STEAP	07/2024 - 06/2025	High	All Hazards	No	19	5	95
HB2	Perform study to determine Town's ability to maintain sufficient water supply in the future given continued development. Consider the effect of droughts and climate change.	Reduce losses from other hazards.	Natural Resources Protection	Planning	\$50,000 - \$100,000	DCRF; FEMA HMA	07/2025 - 06/2027	High	Drought	No	19	5	95
HB3	Use the timber management plan as a resource to education residence and commissions members about Town-owned forested land.	Reduce losses from other hazards.	Education and Awareness	Planning	\$0-\$10,000	Municipal Operating Budget	01/2025-12/2025	High	Wildfires	No	18	7	126
HB4	Conduct a town wide assessment of stream crossings to identify vulnerabilities and develop a priority list for maintenance and upsizing.	Reduce flood Information erosion risks by reducing vulnerabilities Information consequences, even as system change increases frequency	Structural Project	Public Works	\$10,000 - \$50,000	DCRF; Municipal CIP Budget	07/2025 - 06/2027	Medium	Riverine and Pluvial Floods	No	18	6	108

Number	Hazard Mitigation and Climate Adaptation Actions	Hazard Mitigation and Climate Adaptation Goal	Type of Action	Responsible Department	Approx. Cost Range	Potential Funding Sources	Timeframe	Priority	Hazard(s)	EI?	PERSIST Score	STAPLEE Score	PERSIST x STAPLEE =
		Information severity of floods.											
HB5	Ensure that options are available to help property owners make their water supply wells resilient to droughts, floods, and loss of capacity	More than one goal.	Water & Wastewater Utility Projects	Planning	\$0-\$10,000	DWSRF; FEMA HMA; STEAP	07/2025 - 06/2026	High	Riverine and Pluvial Floods /Drought	No	19	10	190
HB6	Expand public water systems to areas served by private wells when needed to address drought impacts and provide fire protection	More than one goal.	Water & Wastewater Utility Projects	Fire Department	>\$1M	DWSRF; FEMA HMA; STEAP	07/2026 - 06/2028	High	Drought/Wildfire	No	19	8	152
HB7	Develop more water supply sources and interconnections as needed	Reduce losses from other hazards.	Water & Wastewater Utility Projects	Planning	>\$1M	DWSRF; FEMA HMA; STEAP	07/2026 - 06/2028	High	Riverine and Pluvial Floods	No	19	8	152
HB8	Ensure that transportation and transit options are available to bring people to cooling centers.	Address risks associated with extreme heat events, especially as they interact with other hazards.	Preparedness & Emergency Response	Emergency Management	\$10,000 - \$50,000	Transit; IJJA BBFP	07/2024 - 06/2026	High	Extreme Heat	No	19	3	57
HB9	Watch the DEEP Chemical Management and Climate Resilience Webinar: https://portal.ct.gov/DEEP/P2/Chemical-Management-and-Climate-Resilience/Chemical-Management-and-Climate-Resilience	Reduce flood and erosion risks by reducing vulnerabilities and consequences, even as climate change increases frequency and severity of floods.	Education and Awareness	Emergency Management	\$0-\$10,000	Municipal Operating Budget	01/2025-12/2025	Low	Riverine and Pluvial Floods	No	17	7	119
HB10	Review the Connecticut Cultural Resource Information System (ConnCRIS) to identify and understand historic and archaeological resources in areas of hazard risks found here: https://conncris.ct.gov .	Reduce flood Information erosion risks by reducing vulnerabilities Information consequences, even as system change increases frequency	Property Protection	Planning	\$0-\$10,000	SHPO; Municipal Operating Budget	01/2026 - 12/2026	Medium	Wildfires/Tornadoes and High Winds /Riverine and	No	18	9	162

Number	Hazard Mitigation and Climate Adaptation Actions	Hazard Mitigation and Climate Adaptation Goal	Type of Action	Responsible Department	Approx. Cost Range	Potential Funding Sources	Timeframe	Priority	Hazard(s)	EJ?	PERISTS Score	STAPLEE Score	PERISTS x STAPLEE =
		Information severity of floods.							Pluvial Floods				
HB11	Update town website to include hazard mitigation and emergency preparedness tips for town residents, including sections corresponding to each hazard considered in this Plan Update.	reduce losses from other hazards	Education and Awareness	Planning	\$0-\$10,000	Municipal Operating Budget	01/2025 - 12/2025	Medium	All Hazards	No	17	7	119

Figure 18-1: CIRCA Environmental Justice Rank and Critical Facilities, Hebron

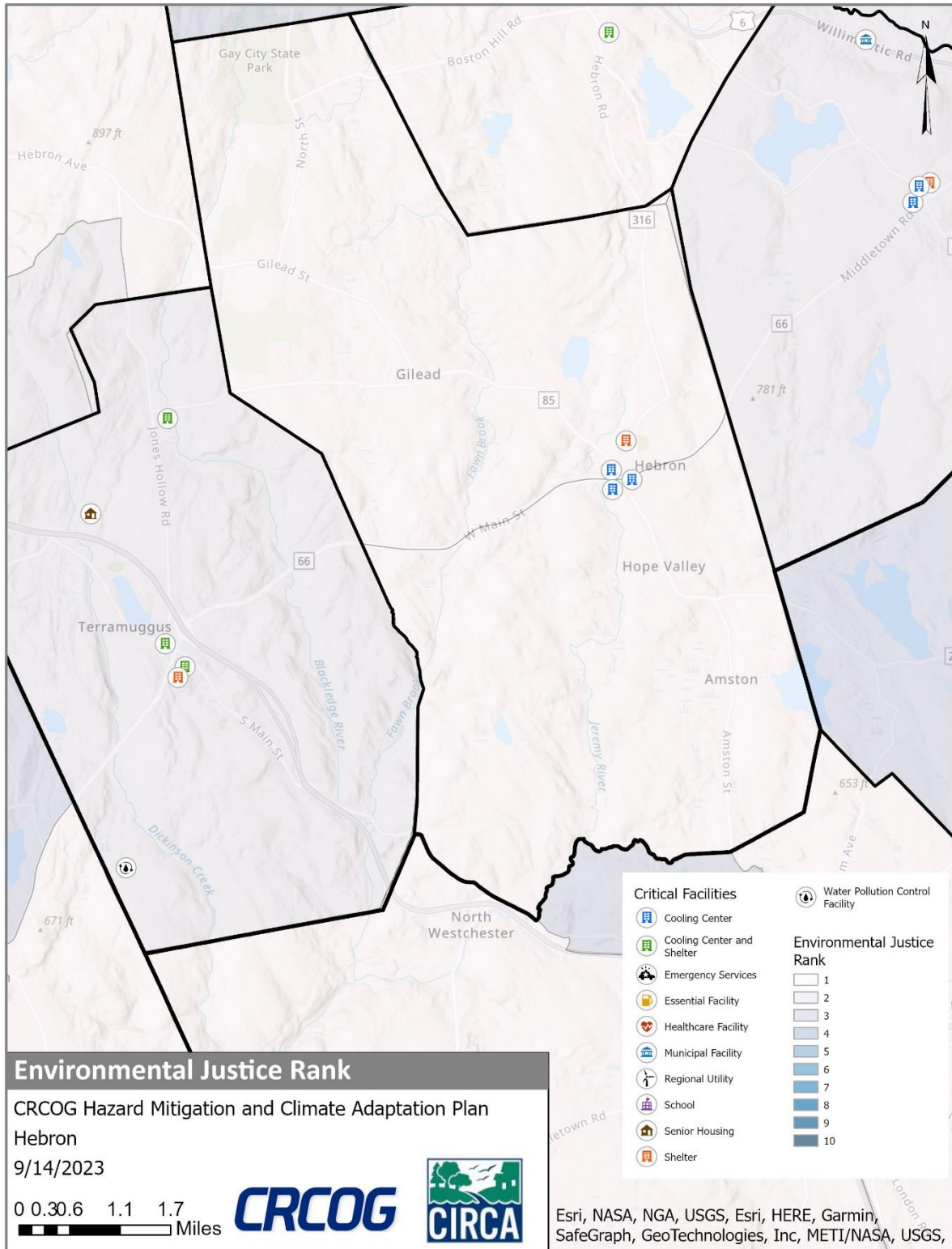


Figure 18-2: FEMA Flood Zones and Critical Facilities, Hebron

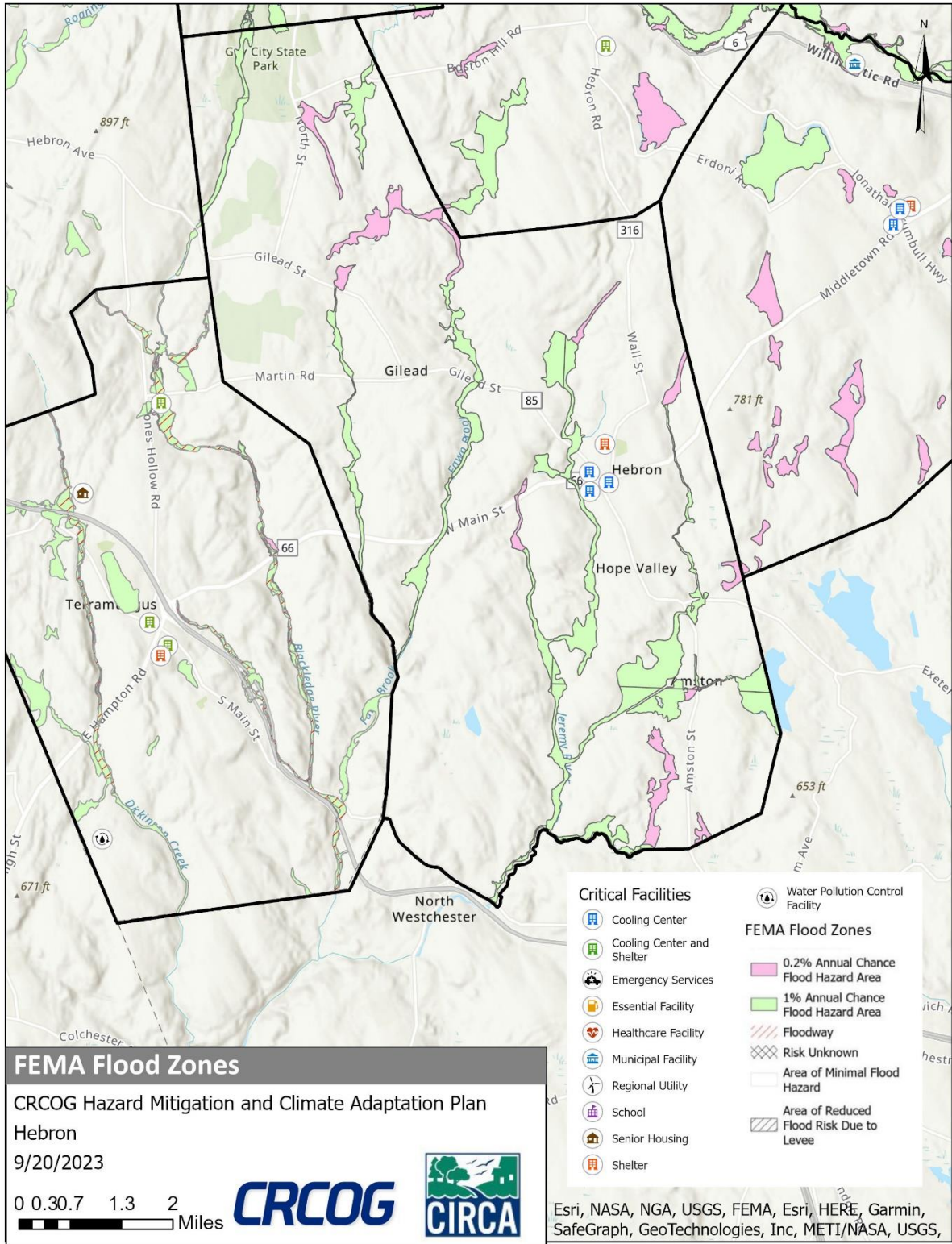


Figure 18-3: CIRCA Flood CCVI and Critical Facilities, Hebron

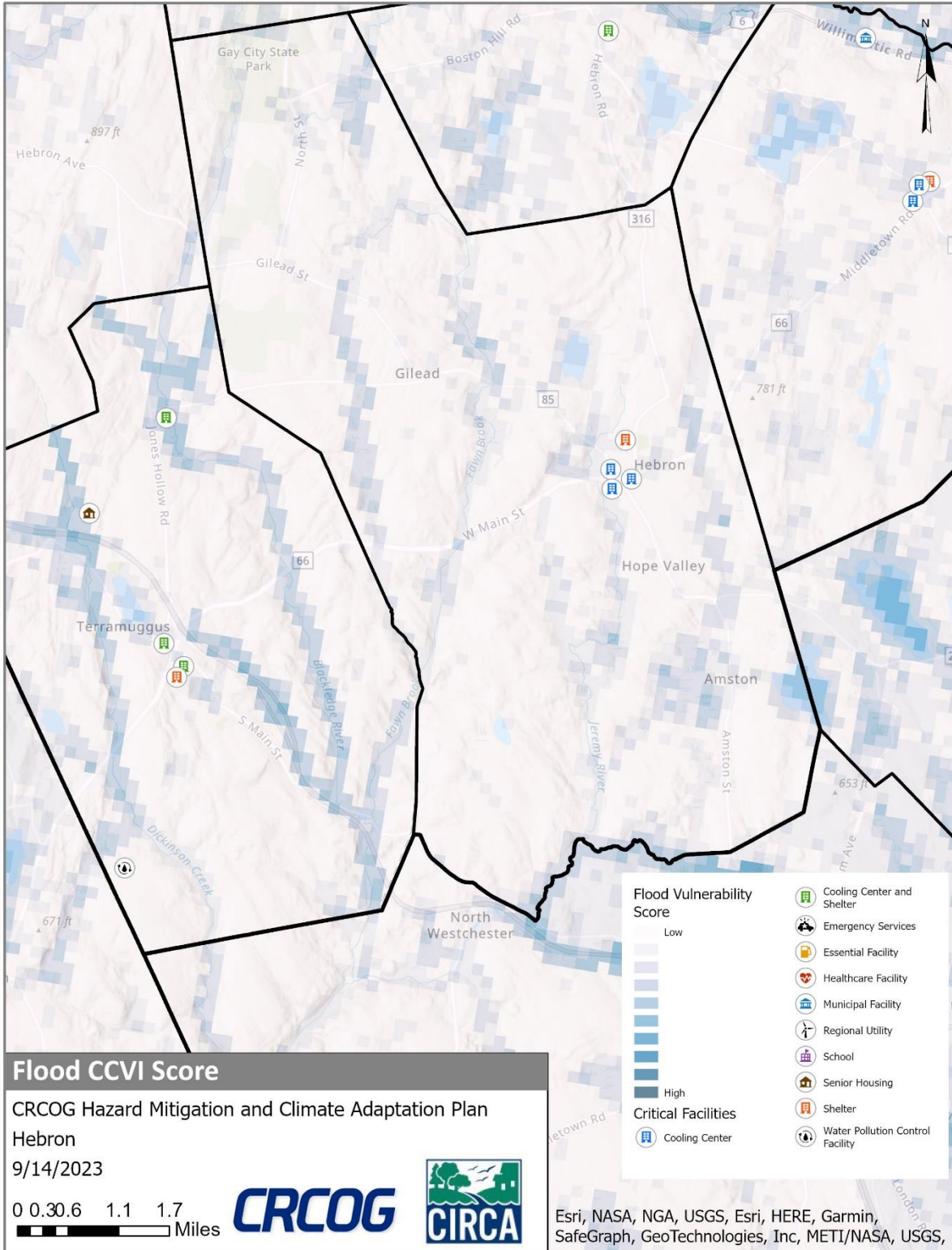
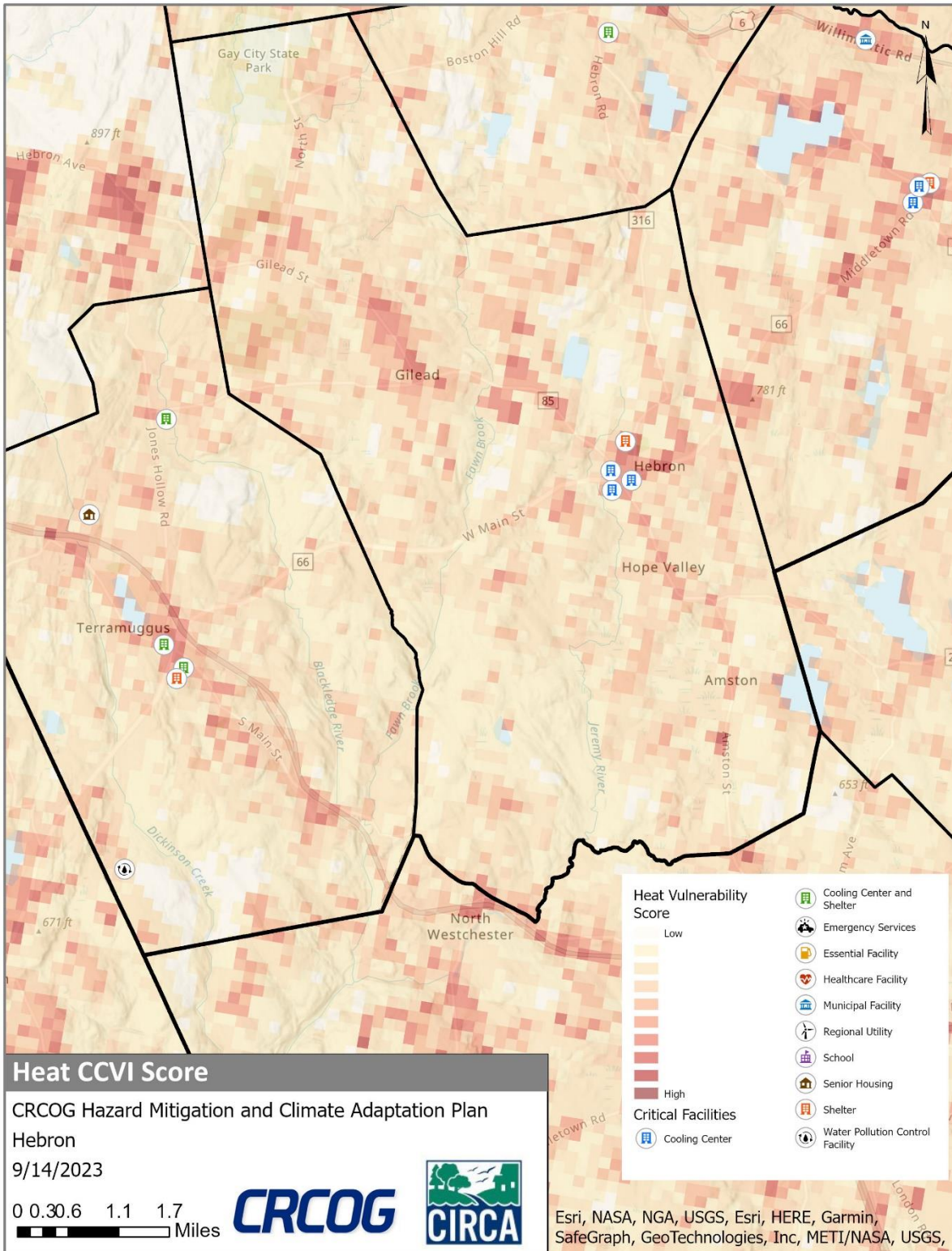


Figure 18-4: CIRCA Heat CCVI and Critical Facilities, Hebron



PLACE ON TOWN LETTERHEAD

CERTIFICATE OF ADOPTION
TOWN OF HEBRON BOARD OF SELECTMEN

A RESOLUTION ADOPTING THE CAPITOL REGION NATURAL HAZARD MITIGATION PLAN UPDATE, 2024-2029

WHEREAS, the Town of Hebron has historically experienced severe damage from natural hazards and it continues to be vulnerable to the effects of those natural hazards profiled in the plan (e.g. flooding, extreme heat, droughts, severe storms such as thunderstorms and winter storms, dam failures, wildfires, and earthquakes) resulting in loss of property and life, economic hardship, and threats to public health and safety; and

WHEREAS, the Hebron Board of Selectmen approved the previous version of the Plan in 2014 and 2019; and

WHEREAS, the Capitol Region Council of Governments, of whom the Town of Hebron is a member, has determined that climate change is affecting the frequency and severity of some hazards and therefore elected to expand the Hazard Mitigation Plan Update to become a Hazard Mitigation and Climate Adaptation Plan Update; and

WHEREAS, committee meetings were held and public input was sought in 2023 regarding the development and review of the Hazard Mitigation and Climate Adaptation Plan Update; and

WHEREAS, the Plan specifically addresses hazard mitigation and climate adaptation strategies and Plan maintenance procedures for the Town of Hebron; and

WHEREAS, the Plan recommends several hazard mitigation actions that will provide mitigation for specific natural hazards that impact the Town of Hebron, with the effect of protecting people and property from loss associated with those hazards while adapting to the effects of climate change; and

WHEREAS, the Capitol Region Council of Governments has developed and received conditional approval from the Federal Emergency Management Agency (FEMA) for its Hazard Mitigation and Climate Adaptation Plan Update under the requirements of 44 CFR 201.6; and

WHEREAS, adoption of this Plan will make the Town of Hebron eligible for funding to alleviate the impacts of future hazards; now therefore be it

RESOLVED by the Board of Selectmen:

1. The Plan is hereby adopted as an official plan of the Town of Hebron;
2. The respective officials identified in the mitigation strategy of the Plan are hereby directed to pursue implementation of the recommended actions assigned to them;
3. Future revisions and Plan maintenance required by 44 CFR 201.6 and FEMA are hereby adopted as a part of this resolution for a period of five (5) years from the date of this resolution.
4. An annual report on the progress of the implementation elements of the Plan shall be presented to the Board of Selectmen.

Adopted this _____ day of _____, 2024 by the Board of Selectmen of Hebron, Connecticut

Town Manager

IN WITNESS WHEREOF, the undersigned has affixed his/her signature and the corporate seal of the Town of Hebron this _____ day of _____, 2024.

Town Clerk

**TOWN OF HEBRON
BOARD OF SELECTMEN
REGULAR MEETING
AUGUST 1, 2024**

APPROVE FEE WAIVER FOR THE RHAM EMERGENCY GENERATOR PROJECT

Attached is correspondence from the Public Building Committee requesting a permit fee waiver for the RHAM Emergency Generator Project. The estimated fee to be waived is \$21,008.

Proposed Resolution:

BE IT RESOLVED, pursuant to Town of Hebron Code of Ordinances, Chapter 200, Section 200-2 A, that the Hebron Board of Selectmen approve a fee waiver for the building permit fees for the RHAM Emergency Electric Generator Upgrade Project.

**PUBLIC BUILDING COMMITTEE
TOWN OF HEBRON
15 GILEAD STREET
HEBRON, CT 06248**

July 24, 2024

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

RE: RHAM Emergency Electric Generator Upgrade Project
Town Building Permit Fees

Dear Andy:

This letter is a follow-up to the Committee's correspondence of July 16 and the subsequent communications with Town Planner Matt Bordeaux. As indicated in our initial letter, the Committee was looking for an indication from the Town as to their inclination on imposing or waiving the building permit fees on the construction work related to the generator upgrade project at RHAM.

In the Building Committee's Special Meeting of this morning the following motion was made by Mal Leichter and seconded by Wayne Warwick, "the RHAM Emergency Electrical Generator Upgrade Project is intended to satisfy the requirements of the community for a fully functioning emergency shelter. Due to the public benefit nature of the project, the Public Building Committee is recommending that the Building Permit fees collected by the Town of Hebron be waived for this project. As with any public project, a State of Connecticut Education Fee is still required to be paid to the State and should therefore be collected according to the project's value. The projected total amount of Town of Hebron fees to be waived will be \$21,008. However, \$455 will still be required to satisfy the State of Connecticut Education Fee." The vote was taken, and the motion was approved unanimously (3-0) with no abstentions.

If you have any questions or comments, please feel to contact myself or any member of our committee.

Sincerely,



Richard B. Steiner

Recording Secretary

Cc: Public Building Committee Members

**PUBLIC BUILDING COMMITTEE
TOWN OF HEBRON
15 GILEAD STREET
HEBRON, CT 06248**

July 16, 2024

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

RE: RHAM Middle and High School
Emergency Electrical Generator Up
Town Building Permit Fees

Dear Andy:

The Public Building Committee lead by our design professionals, Van Zelm Engineers continue to make progress on the design for the new emergency electrical generator that will allow both the middle and high schools to become full-service emergency shelters.

The project team is constantly monitoring the details and the costs of the design as it develops to be sure that we are staying within the financial parameters of the overall budget. As we look ahead to the refinement of the construction portion of the budget and the issuance of the bid documents, there is one question that has arisen that we would like to receive a response to from the Town. That deals with the whether the town will impose a building permit fee on the project or elect to waive it. Of the \$2-million-dollar grant provided by the Department of Economic and Community Development (DECD), \$1,750,000 is available to finance the physical construction costs of the project. Based on that, the Town could potentially receive around \$21,000 in Building permit fees. Attached is a spreadsheet that details how these fees were calculated.

If you have any questions or comments, please feel to contact me, or any member of our committee.

Sincerely,



Richard B. Steiner
Recording Secretary

Cc: PBC Committee Members

HEBRON PUBLIC BUILDING COMMITTEE

RHAM EMERGENCY ELECTRICAL UPGRADE PROJECT

PROJECTED BUILDING PERMIT FEES

TOTAL GRANT AMOUNT FROM DECD	\$2,000,000
DESIGN PROFESSIONAL'S COSTS (EXEMPT)	\$251,150
NET AMOUNT AVAILABLE FOR PHYSICAL CONSTRUCTION	\$1,748,850

BUILDING PERMIT COSTS:

MINIMUM FEE	NA	\$0
BUILDING PERMIT FEE--- COST \$12 PER EACH \$1,000		
1749	\$12.00	\$20,988
STATE OF CT EDUCATION FEE---COST \$0.26 PER EACH \$1,000		
1749	\$0.26	\$455
State of Connecticut-Statutory Requirement-Not Waivable		
APPLICATION FEE		\$10
CERTIFICATE OF OCCUPANCY FEE		\$10
PROJECTED TOTAL AMOUNT OF BUILDING PERMIT FEE COSTS		\$21,008

Town of Hebron, CT
Tuesday, July 23, 2024

Chapter 200. Fees

§ 200-2. Waiver of fees.

[Amended 8-6-2009]

- A. No Town fee shall be charged for any application as may be submitted by Town agencies, boards or authorities. The regional schools and other regional municipal agencies shall not be exempt from Town fees, unless so approved by the Board of Selectmen. The Board of Selectmen may, by resolution, waive Town fees for nonprofit organizations upon written request by the nonprofit organization.
- B. Crumbling foundations.
[Added 4-20-2017]
- (1) The Building Official, with approval of the Board of Selectmen, is authorized to waive all Town fees related to building permits for work on crumbling foundations that are of the type of those that were the subject of the December 30, 2016, "Report on Deteriorating Concrete in Residential Foundations" prepared by the State of Connecticut Department of Consumer Protection.
 - (2) The waiver shall not apply to any fee required to be charged by the State of Connecticut. The waiver only applies to work for the direct replacement of the existing foundation. At the discretion of the Building Official, with approval of the Board of Selectmen, the fees may be waived for permits for other related work required to restore the structure to its previously permitted condition. Upon waiver of the fee, the Building Official shall notify the homeowner in writing that the fee has been waived, including the amount of all fees waived. This waiver provision shall be effective May 18, 2017. Work that has commenced but not been completed prior to this effective date may be eligible for a refund of said fees.

**TOWN OF HEBRON
BOARD OF SELECTMEN
REGULAR MEETING
AUGUST 1, 2024**

SCHEDULE ALL BOARDS MEETING

The Board of Selectmen should select a date in September for an All Boards Meeting.
The Town Attorney is available to cover FOIA and meeting etiquette on DATE???

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
 August 15, 2024, 7:00 PM (America/New York)
Please join my meeting from your computer, tablet or smartphone.
<https://meet.goto.com/543949125>
You can also dial in using your phone.
 Access Code: 543-949-125
 United States: [+1 \(408\) 650-3123](tel:+14086503123)
Get the app now and be ready when your first meeting starts:
<https://meet.goto.com/install>

Thursday, August 15, 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) Introduction of "NAME" Hebron Board of Education Therapy Dog

7:15 p.m. 6. APPOINTMENTS AND RESIGNATIONS

a) Douglas Library Board of Trustees Resignation

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) Any Other Old Business

7:50 p.m. 9. NEW BUSINESS

- a) Approve Inter and Intra Departmental Transfers
- b) Draft Agenda for September 12, 2024 Meeting
- c) 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 August 1, 2024 – Regular Meeting

b) **TAX REFUNDS**

8:15 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

8:25 p.m. 12. PUBLIC COMMENT

8:30 p.m. 13. ADJOURNMENT

**TOWN OF HEBRON
BOARD OF SELECTMEN
REGULAR MEETING
AUGUST 1, 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

9.a.1 July 11, 2024 – Regular Meeting

b) APPROVAL OF TAX REFUNDS

9.b.1	Jason Pueschel	\$ 54.92
9.b.2	EEC Acquisition LLC	\$371.97
9.b.3	James Van Houten	\$649.20
9.b.4	Merris Williams (Hilary Taschner, Exec)	\$ 38.04

TOWN OF HEBRON
BOARD OF SELECTMEN
Regular Meeting (Hybrid)
Town Office Building – 15 Gilead Street
Thursday, July 11, 2024 - 7:00 PM

RECEIVED
2024 JUL 15 A 8:42
HEBRON TOWN CLERK

MINUTES

ATTENDANCE:

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

Staff Present: Andrew Tierney, Dori Wolf, Paul Forrest, Peter Starkel

Guests: Richard Steiner, Diane Del Rosso (remote), Terry McManus

1. Call to Order

2. Pledge of Allegiance

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

3. Additions and Changes to Agenda

None.

4. Public Comment

None.

5. Good to Know/Special Recognition

None.

6. Town Manager's Report

Parks and Rec's summer camp programs are up and running, and fully booked. The energy contract has been entered into. Bids for the pedestrian bridge from Pendleton Drive to the library were opened, and will be discussed later in the meeting. Advertisements for two open jobs have received multiple applications. The fiscal year rollover has been completed. Several projects coordinated by the Public Building Committee are moving to RFP/RFQ or contract stage. The Route 66/316 project will be conducting work at night for the time being. The Planning and Zoning Commission (PZC) is holding a Public Hearing on July 23rd regarding a proposed Hebron Green zoning change.

7. Old Business

A. ARPA Funds Update

Current reserves remain at \$79,280. A. Tierney is continuing meetings and reported progress on projects, though he noted little movement on a CERT vehicle.

B. DPWAC Update

**TOWN OF HEBRON
BOARD OF SELECTMEN
Regular Meeting (Hybrid)
Town Office Building – 15 Gilead Street
Thursday, July 11, 2024 - 7:00 PM**

P. Kasper reported ongoing communications updates. R. Steiner and P. Forrest recently attended a roundtable discussion between municipalities that have recently completed similar DPW projects.

C. Board of Selectmen Rules of Procedure and Protocols: FOIA and Communications

The Town Attorney's opinion and recommendation regarding personal device use during meetings (included in the agenda) was discussed. The BoS agreed upon the need for transparency, as well as FOIA training for all Town board, commission, and committee members and staff, to be scheduled in upcoming months.

D. Other Old Business

None.

8. New Business

A. Approve Supplemental Appropriation and Award Contract for Grayville Road Bridge Replacement

Resolution by D. Larson that, pursuant to Town Charter Section 905 A, the Hebron Board of Selectmen, with prior approval by the Hebron Board of Finance, approve a Supplemental Appropriation from the General Fund Unassigned Fund Balance for the replacement of the Grayville Road Bridge in the amount of \$150,500. The resolution passed unanimously (5-0).

Motion by T. Thiele that the Hebron Board of Selectmen in accordance with Town of Hebron Purchasing Policies and Procedures Section 2.1 b. 3. approve a bid waiver and award the contract for replacement of the Grayville Bridge to Machnik Brothers, Inc. of Old Lyme, Connecticut, in the amount of \$150,500.

Discussion:

T. Thiele noted the number of additional appropriations in recent years.

The motion passed unanimously (5-0).

B. Award Bid for Pedestrian Bridge and Trail: Pendleton Drive to Library

A. Tierney stated the project is mostly covered by a STEAP grant, with a town match. The initial bid documents did not include two items, which could potentially total about \$98,000 in the bid amount. A. Tierney will seek additional funding. It was agreed to continue this item under Old Business next meeting.

**TOWN OF HEBRON
BOARD OF SELECTMEN
Regular Meeting (Hybrid)
Town Office Building – 15 Gilead Street
Thursday, July 11, 2024 - 7:00 PM**

**C. Award Contract for Consultant for Gilead Hill and Hebron Elementary Schools
HVAC IAQ Upgrade Grant Program**

Motion by C. Riley that the Hebron Board of Selectmen award the contract for consulting services for the HVAC IAQ Upgrade for Gilead Hill and Hebron Elementary Schools to PM Resources, LLC of Canton, Connecticut, in the amount of \$3,500 for each school.

Discussion:

R. Steiner provided background on the grant program, and the PBC's recommendation. K. Petit expressed concern over language regarding the maximum cost. It was agreed the PBC will discuss with the contractor and return with revised language, to be continued under Old Business next meeting.

The motion was tabled.

D. Approve Bid Waiver and Award of Contract for Road Resurfacing

Motion by P. Kasper that the Hebron Board of Selectmen in accordance with Town of Hebron Purchasing Policies and Procedures Section 2.1 b. 3. approve a bid waiver and award the contract for road resurfacing for FY 2024-2025 to Galasso Materials. The motion passed unanimously (5-0).

E. Schedule Special Town Meeting

Resolution by C. Riley that the Hebron Board of Selectmen schedule a Special Town Meeting for Tuesday, August 20, 2024, at 7:00 p.m. in the Douglas Library Community Room, 22 Main Street, Hebron, Connecticut, to consider the following:

- 1. Approve Savy Brothers Town of Hebron Land Swap**
- 2. Acceptance of Yaps Property – 56 Church Street**
- 3. Acceptance of Community Challenge Grant**
- 4. Acceptance of Hebron Green Pedestrian Connection and Parking Improvements STEAP Grant**
- 5. Approve Supplemental Appropriation from unassigned fund balance in the amount of \$167,000, as approved by the Board of Finance, for the Gilead Hill and Hebron Elementary School Public Address and Timeclock Systems installation**

The resolution passed unanimously (5-0).

**TOWN OF HEBRON
BOARD OF SELECTMEN
Regular Meeting (Hybrid)
Town Office Building – 15 Gilead Street
Thursday, July 11, 2024 - 7:00 PM**

F. Approve DEEP 2024 Volunteer Fire Capacity Grant Application

Motion by D. Larson that the Hebron Board of Selectmen approve the application for the Connecticut Department of Energy and Environmental Protection 2024 Volunteer Fire Capacity Grant program in the amount of \$2,500 and authorize Andrew J. Tierney, Town Manager, to apply for, accept and receive such grant if awarded.

Discussion:

Chief P. Starkel reported. If awarded, grant funds would be used to purchase hydrant gate valves and hoses, with a required match covered by budgeted funds.

The motion passed unanimously (5-0).

G. Approve Leary Firefighters Foundation Grant Application

Motion by K. Petit that the Hebron Board of Selectmen approve the application for the Leary Firefighters Foundation Grant in the amount of \$24,391 and authorize Andrew J. Tierney, Town Manager, to apply for, accept and receive such grant if awarded.

Discussion:

If awarded, the grant will be used to purchase new washing and drying equipment for turnout gear. There was discussion on changes in the hazards facing firefighters, including increased exposure to carcinogens, and the resulting need for frequent cleaning of gear.

The motion passed unanimously (5-0).

H. Approve Revised Job Description: Adult and Senior Services Social Worker

Motion by T. Thiele that the Hebron Board of Selectmen approve the revised job description for the Adult and Senior Services Social Worker as presented. The motion passed unanimously (5-0).

I. Approve Revised Job Description: Program Supervisor

Motion by C. Riley that the Hebron Board of Selectmen approve the revised job description for the Parks and Recreation Program Supervisor as presented (or amended).

Discussion:

**TOWN OF HEBRON
BOARD OF SELECTMEN
Regular Meeting (Hybrid)
Town Office Building – 15 Gilead Street
Thursday, July 11, 2024 - 7:00 PM**

Under “Special Requirements,” K. Petit noted it should read “able to pass a background check,” to which the BoS agreed.

The motion to approve as amended passed unanimously (5-0).

J. Draft Agenda for August 1, 2024 Meeting

K. Other New Business

None.

9. 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. June 20, 2024 – Regular Meeting

The motion passed (4-0-1, with D. Larson abstaining).

10. Liaison Reports

A. AHM – No report.

B. Hebron BoE – No report.

C. BoF – No report.

D. OSLAC – No report.

E. RHAM BoE – No report.

11. Public Comment

A. Diane Del Rosso (9 Judd Brook Lane) – Noted the Board of Finance’s recommendation pertaining to the schools’ PA and timeclock funding was to transfer money from unassigned fund balance, rather than using a supplemental appropriation, per the Town of Hebron’s General Fund Balance Policy.

12. Adjournment

Motion by T. Thiele and seconded by D. Larson to adjourn at 8:13 p.m.

Respectfully submitted,
Hannah Walcott (Board Clerk)