

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
 September 26, 2024, 7:00 PM (America/New York)
Please join my meeting from your computer, tablet or smartphone.
<https://meet.goto.com/271037917>
You can also dial in using your phone.
 Access Code: 271-037-917
 United States: [+1 \(872\) 240-3212](tel:+18722403212)
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RECEIVED
 2024 SEP 23 A 9:55
 HEBRON TOWN CLERK

Thursday, September 26, 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

7:15 p.m. 6. TOWN MANAGER’S REPORT

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

- 7:30 p.m. 7. OLD BUSINESS**
- a) American Rescue Plan State and Local Recovery Funds Update
 - b) Department of Public Works Action Committee Update***
 - c) Board of Selectmen - Communication Strategy
 - d) Any Other Old Business

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

- 7:50 p.m. 8. NEW BUSINESS**
- a) Approve Firefighters Addendum to Employee Handbook of Personnel Policies and Procedures
 - b) Authorization of Conservation Easement Agreement
 - c) Draft Agenda for October 10, 2024 Meeting
 - d) Any Other New Business

- 8:10 p.m. 9. 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 September 12, 2024 – Regular Meeting

b) **TAX REFUNDS**

- 8:15 p.m. 10. 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. 11. PUBLIC COMMENT**

- 8:30 p.m. 12. ADJOURNMENT**

CORRESPONDENCE

Re: Selectmen's Agenda Item

From Donald Briere <dbriere@hebron.k12.ct.us>
Date Tue 9/17/2024 12:42 PM
To Thomas Baird <tbaird@hebron.k12.ct.us>
Cc Dori Wolf <Dwolf@hebronct.com>; Andy Tierney <atierney@hebronct.com>

Hi Tom,

I can inquire with Jennifer (Sheena's handler) about a visit to the Selectmen's meeting. I know her schedule is very busy as a full time professor up at UConn, but will ask anyway. Alternatively, it may be worth considering having members of the Selectmen's meeting visit the schools on one of the Fridays Sheena is visiting with students/staff. She alternates each Friday from 9-10AM currently.

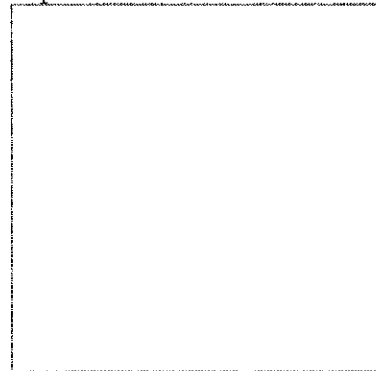
Thanks,
Don

On Tue, Sep 17, 2024 at 10:55 AM Thomas Baird <tbaird@hebron.k12.ct.us> wrote:

Don - please see below. Can you see if Sheena would be able to attend the upcoming Selectmen's meeting?

Tom

Thomas J. Baird, EdD
Superintendent of Schools



On Tue, Sep 17, 2024 at 9:55 AM Dori Wolf <Dwolf@hebronct.com> wrote:

Hello Tom,

Andy asked me to reach out to you regarding the introduction of the school's therapy dog 'Sheena'. Will Sheena be able to be presented at the upcoming meeting on September 26th? If not, we can move this introduction to the next agenda. Thank you.

Best,
Dori Wolf

Administrative Secretary
Town Manager's Office
15 Gilead Street
Hebron, CT 06248
860-228-5971 x 120

--

Don Briere, Ph.D

Director of Educational Services


Hebron Public Schools

580 Gilead Street

Hebron, CT 06248

860-228-2577

dbriere@hebron.k12.ct.us

 See the source image

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.

Letter to the Editor

The Public Works Facility--Yet Again

I'm gonna be polite: I think this whole process is screwed up.

The objections to siting a municipal complex on the Horton Property --which I will point out was one of the exact reasons the Horton Property was voted on and purchased by the town in the first place-- has generated a lot of sound and fury, but not much in the way of resolution.

The current plan to move the complex "temporarily" to Burnt Hill Park is only the latest of the poorly thought-through solutions that have been proposed.

If the complex wasn't OK to put on Horton Blvd, it certainly doesn't belong at Burnt Hill Park! Note the name...it's a PARK. A jewel of a facility for youth sports, community events (hello, Hebron Day...!), and for local residents to enjoy.

In addition, when the good people of Hebron find out the COST of purchasing the Eversource property and refurbishing the existing facility, I think there will be some sever sticker shock...

What about the Town Survey, you say?

What about it?

I think it received 725 responses, of which 60% (that's 435 people) said NO to the Horton Property proposal. That's less than 5% of Hebron's population. You are making a decision affecting almost **ten thousand** residents based on the opinion of 435 people?

I propose that the BOS take a good hard look at the initial proposal (i.e., the Horton Property) and figure out **WHERE** on that 88+ acre parcel, you can put a municipal complex that gets us out of this ridiculous situation.

Thank you for your consideration.

Judith Podell

Hebron, CT

P.S. I commend Public Works for maintaining Hebron's infrastructure and transportation system and the yeoman's work they do to keep our town functioning, usually under awful weather conditions.

**TOWN OF HEBRON
BOARD OF SELECTMEN
REGULAR MEETING
SEPTEMBER 26, 2024**

AMERICAN RESCUE PLAN STATE AND LOCAL RECOVERY FUNDS UPDATE

Attached are updates concerning active and proposed ARPA projects.

Additional information regarding outstanding projects will be provided at the meeting.

Glastonbury Restoration, LLC
80 Newell Lane
Glastonbury, CT 06033
HIC # 0646034

Steven A. Bielitz, Member
(860) 212-3750 phone
(860) 659-2863 fax
stevebielitz@yahoo.com



Lead Certified Renovator
Architectural and Historical Preservation

September 4, 2024

Hebron Historical Society
Old Town Hall - 1838
Attn: Mr. Geoff Kirkham

ADDITIONAL REPAIRS TO OLD HEBRON TOWN HALL

Plaster Repair Hebron Old Town Hall

- Scrape all loose paint on plaster surfaces
 - Skim coat all those areas
 - Dispose of debris, all cleanup
- Remove loose plaster, replace lath where needed
 - Plaster those areas with 2 coats of Structo-lite plaster
- Structo-lite plaster
 - Finish to match existing plaster
- Repair wall cracks throughout large room
- Scrape and repair racks in front entrance
- Moveable staging on wheels for all ceiling work

\$ 4,800.
2,900.
5,200.
14,800.
15,750.
1,600.
6,500.

\$ 51,550.

Total

Total amount for labor and material:

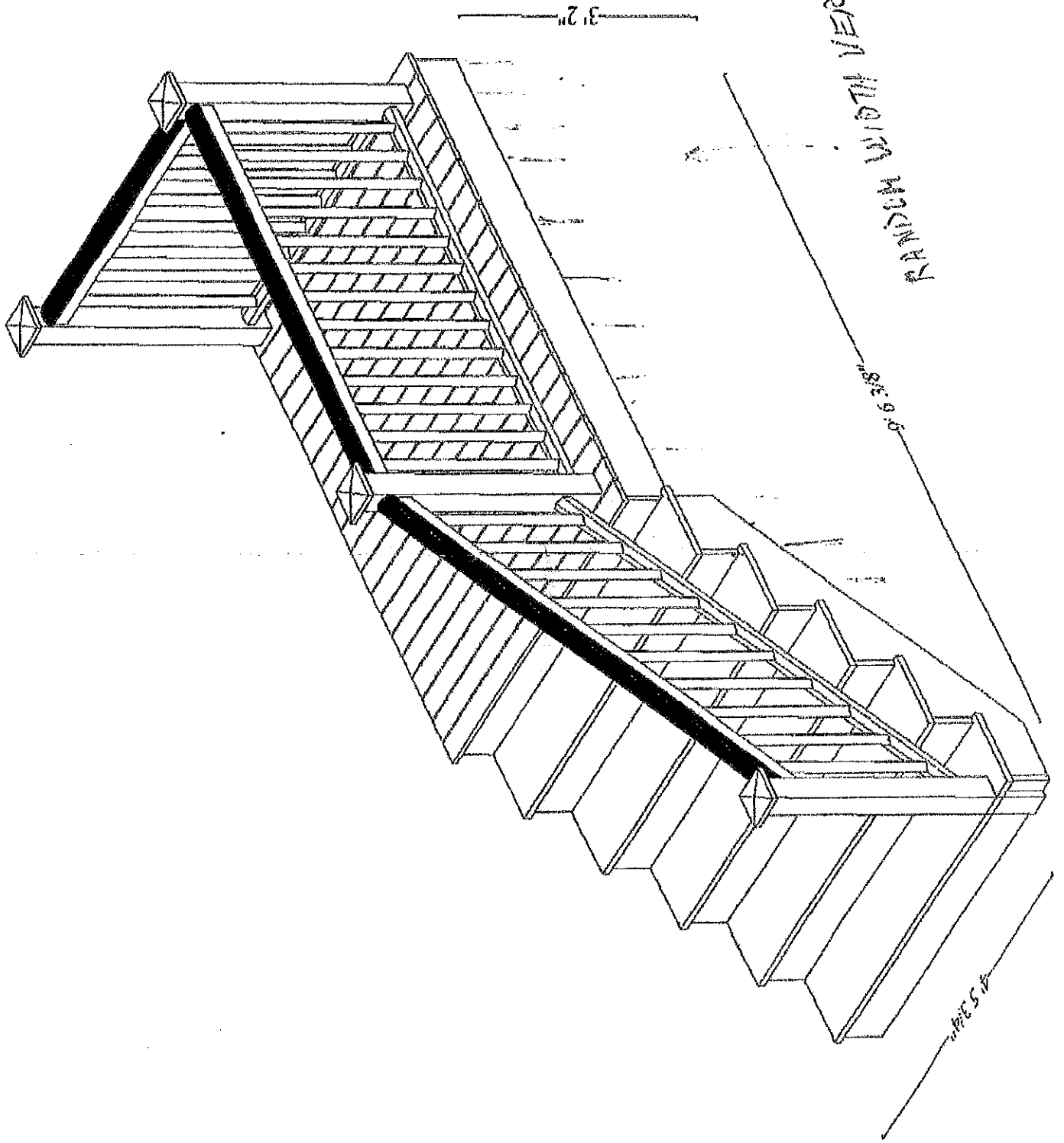
\$4,800.00
Painting 14,800.
\$19,600

Burrows Hill School House - Plaster

- Scrape loose material on ceilings and walls
 - Skim coat all areas where needed, to look like original plaster

Total amount for labor and material, all cleanup:

\$2,900.00
Painting 5,200.
\$8,100.



FW: ARPA - project proposal

From: Andy Tierney <atierney@hebronct.com>

Date: Thu 9/19/2024 8:19 AM

To: Dori Wolf <Dwolf@hebronct.com>

From: Tiffany Thiele <tthiele@hebronct.com>

Sent: Monday, September 9, 2024 11:43 AM

To: Andy Tierney <atierney@hebronct.com>; Donna Lanza <dlanza@hebronct.com>

Cc: Peter Kasper <pkasper@hebronct.com>

Subject: ARPA - project proposal

Hi Andy and Donna:

In advance of Thursday's meeting, I'd like to request information regarding funding for the Hebron Community Theater. This is a program started by a previous parks and rec employee, who has since left, which made \$1100 in August after only two performances. I think there's significant interest in cementing Hebron as a center for arts and music.

That being said, I definitely don't understand all the logistics behind how we could consider a proposal. Does ARPA allow funding for a part-time contractor to facilitate a program? Is it funds given to Parks and Rec to figure out? And of course, we're on a time crunch. Since we only have \$40k left, I think it's a good time to figure out smaller drops in the bucket and allocate what we can.

I don't want to surprise folks, so please consider this an official question that I'd like some information on for myself and the Board to consider.

Thank you!

Tiffany

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THERMODYNAMICS INC.

Air Conditioning - Refrigeration - Heating
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 3 WELLS ROAD
 BROAD BROOK, CONNECTICUT 06016

PH. (860) 292-8966 FAX (860) 292-8956

○ Hebron Fire Company #1
 44 Main Street
 Hebron, CT 06248

PHONE	860-228-3022	DATE	1/3/2024
JOB NAME / LOCATION			
- Install Ductless HP Systems in Offices			
JOB NUMBER		JOB PHONE	

I hereby submit specifications and estimates for:

Install Ductless HP Systems in Offices to Include:

Main Office & Meeting Room:

Supply and install Daikin 36,000 BTU multi-port condensing unit with (1) 12,000 BTU indoor wall mount evaporator in office and (2) 12,000 BTU indoor wall mount evaporators in meeting room with all associated wall brackets, communication wiring, line-sets, condensate tubing, electrical disconnects, electrical whips, and cover guard materials.

Chief's Office:

Supply and install 9,000 BTU condensing unit with (1) 9,000 BTU indoor wall mount evaporator in fire chief's office with all associated wall brackets, communication wiring, line-sets, condensate tubing, electrical disconnects, electrical whips, and cover guard materials.

Trooper Office:

Supply and install 12,000 BTU condensing unit with (1) 12,000 BTU indoor wall mount evaporator in state trooper's office with all associated wall brackets, communication wiring, line-sets, condensate tubing, electrical disconnects, electrical whips, and cover guard materials.

Leak test all new systems to 250PSI with dry nitrogen

Evacuate all new systems to 400 microns

Perform start-up, and charge systems to proper runnings levels with 410A refrigerant

OTE: - All work to be done during normal business hours of 7:00am-4:00pm M-F

- All necessary permits to be pulled in the Town of Hebron

- Electrical power from distribution panel to new disconnects is to be done by others and NOT included in the price

allow

I/We Propose hereby to furnish material and labor — complete in accordance with the above specifications, for the sum of:

dollars (\$ 25,500.00).

Payment to be made as follows:

TOTAL AMOUNT DUE UPON COMPETION PLUS APPLICABLE SALES TAX

QUOTE IS GOOD FOR 30 DAYS

Material is guaranteed to be as specified. All work to be completed in a professional manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance. Our workers are fully covered by Worker's Compensation Insurance.

Authorized Signature _____

Note: This proposal may be withdrawn by us if not accepted within **30** days.

Acceptance of Proposal — The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature _____

Signature _____

Date of Acceptance: _____

FW: ARPA Updates

From Andy Tierney <atierney@hebronct.com>
Date Mon 9/23/2024 8:40 AM
To Dori Wolf <Dwolf@hebronct.com>

From: Craig Bryant <cbryant@hebronct.com>
Sent: Thursday, September 12, 2024 12:36 PM
To: Andy Tierney <atierney@hebronct.com>
Subject: ARPA Updates

Andy, please see the below updates to the ARPA projects that the Parks and Recreation Department is currently working on completing.

Pickleball Courts

- The project is out to bid with final submittal date of September 27th.

Vets Basbeall Field Lighting

- Site plan is being finalized, planning and zoning meeting scheduled for early October

Skate Park

- Awaiting attorney's ruling on possibility of bid waiver

Dog Park

- Town engineer is putting together a sketch of dog park at Kinney Road location (across street from Raymond Brook entrance). Once completed will submit for BOS approval before presenting to Planning and Zoning.

Burnt Hill Infield improvements


- Finalizing bid documents, should be out to bid by October

Craig Bryant CPRP
Parks and Recreation Director
Town of Hebron
Office: 148 East Street
Mailing: 15 Gilead Street
Hebron, CT 06248
P: 860-530-1281 ex230
C: 860-335-6260



FW: Dog Park Sketch at Kinney Road

From Craig Bryant <cbryant@hebronct.com>
Date Fri 9/20/2024 7:47 AM
To Andy Tierney <atierney@hebronct.com>; Dori Wolf <Dwolf@hebronct.com>

 1 attachments (2 MB)
Kinney Road Dog Park Concept - 09.19.2024_reduced.pdf;

Good morning,

Attached is a sketch and some info on the proposed dog park at Kinney Rd.

Craig Bryant CPRP
Parks and Recreation Director
Town of Hebron
Office: 148 East Street
Mailing: 15 Gilead Street
Hebron, CT 06248
P: 860-530-1281 ex230
C: 860-335-6260



From: Joshua R. Eannotti <jeannotti@nlja.com>
Sent: Thursday, September 19, 2024 4:26 PM
To: Craig Bryant <cbryant@hebronct.com>
Cc: Thomas H. Fenton <tfenton@nlja.com>; Matthew Bordeaux <mbordeaux@hebronct.com>
Subject: Dog Park Sketch at Kinney Road


Craig – See attached, draft sketch for the dog park.

As we discussed this afternoon, when Tom and I were looking at previous concepts for the Village Green, Tom mentioned the wetland boundaries shown. One within the grass field, and the other just west of the gravel access drive. I did not attempt to develop a layout that avoids the wetland in the field at this point, because I wanted to give you guys an opportunity to see this before we took it any further. I did shift the proposed gravel access slightly in this sketch in attempt to avoid the wetland to the west.

Let me know if you want to discuss.

Thanks,
Josh

Joshua R. Eannotti, 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: 959.214.7080

jeannotti@nlja.com • www.nlja.com

FW: Dog Park Sketch at Kinney Road

From Craig Bryant <cbryant@hebronct.com>

Date Mon 9/23/2024 7:42 AM

To Dori Wolf <Dwolf@hebronct.com>; Andy Tierney <atierney@hebronct.com>

 1 attachments (2 MB)

Kinney Road Dog Park Sketch - 09.20.2024.pdf

Please see revised sketch of the dog park to take into account a wetland boundary in the field that is not in the GIS map but found in a village green study. Thank you!

Craig Bryant CPRP
Parks and Recreation Director
Town of Hebron
Office: 148 East Street
Mailing: 15 Gilead Street
Hebron, CT 06248
P: 860-530-1281 ex230
C: 860-335-6260



safe.

FW: ARPA Procurement Cheat Sheet

From Andy Tierney <atierney@hebronct.com>

Date Mon 9/23/2024 8:41 AM

To Dori Wolf <Dwolf@hebronct.com>

 1 attachments (60 KB)

ARPA Procurement Cheat Sheet.pdf;

From: Kenneth R. Slater, Jr. <Slater@halloransage.com>

Sent: Thursday, September 19, 2024 4:55 PM

To: Andy Tierney <atierney@hebronct.com>

Subject: ARPA Procurement Cheat Sheet

Andy,

Here is a cheat sheet with the ARPA procurement requirements. If the project is over \$250,000 and the local contractor did not bid, it is problematic. If it is less and you get a quote from the local bidder that is lower than other quotes, you are fine from an ARPA standpoint. If you want more details than just a cheat sheet, let me know.

Ken



Kenneth R. Slater, Jr., Esq.
Halloran & Sage LLP
One Goodwin Square, 225 Asylum Street
Hartford, CT 06103-4303

E slater@halloransage.com

D 860.297.4662

F 860.548.0006

www.halloransage.com



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Procurement Type	When It Can Be Used	Process and Procedure
Micro-purchase	<ul style="list-style-type: none"> • Applies to the purchase of property, supplies or services. • Contract is under micro-purchase threshold of \$10,000 	<ul style="list-style-type: none"> • Purchase can be made without going to bid or obtaining quotes • Unit of government can choose to lower these thresholds. The change in thresholds must be documented
Small Purchase	<ul style="list-style-type: none"> • Applies to the purchase of property, supplies, or services • Contract is for more than \$10,000 but less than \$250,000 	<ul style="list-style-type: none"> • Price or rate quotations must be obtained from at least two sources • Unit of government can choose to lower these thresholds. The change in thresholds must be documented
Sealed Bids	<ul style="list-style-type: none"> • Contract for goods or services exceeds \$250,000 • Construction contracts, regardless of contract price 	<ul style="list-style-type: none"> • Bids must be publicly advertised • Contract must be for a firm fixed price • Complete, adequate, and realistic specification our purchase description is made available. • Bid must be solicited from an adequate number of qualified sources (government website and paper of general circulation) • Bid must be opened publicly • Bid must provide for sufficient response time • Contract award must be made to the lowest responsible bidder
Request for Proposals (RFP)	<ul style="list-style-type: none"> • Used for fixed price or cost reimbursement contracts • Can only be used when conditions are not appropriate for sealed bids 	<ul style="list-style-type: none"> • RFP's must be public and identify all evaluation factor • Unit of government must have a written method for evaluating proposals • Contracts must be awarded to the responsible offeror whose proposal is most advantageous to the unit of government



Outlook

Burrows Hill Cemetery

From Craig Bryant <cbryant@hebronct.com>

Date Mon 9/23/2024 9:30 AM

To Andy Tierney <atierney@hebronct.com>; Donna Lanza <dlanza@hebronct.com>; Dori Wolf <Dwolf@hebronct.com>

 1 attachments (624 KB)

BRN3C2AF4EF12AF_007631.pdf;

Good morning,

Attached are the quotes for the work to be completed on the gravestones as well as the tree work for the cemetery.

They currently have spent \$11,200 on gravestone repair at Wall Street.

Burrows Hill would come out to \$9,900 with \$6,500 for burrows hill repairs and \$3,400 for tree work.

Craig Bryant CPRP
Parks and Recreation Director
Town of Hebron, CT
cbryant@hebronct.com

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

From: Scanner User <scanner@hebronct.com>

Sent: Monday, September 23, 2024 8:34 AM

To: Craig Bryant <cbryant@hebronct.com>

Subject: Internet Fax Job

Image data has been attached.



Proposal

Connecticut Licensed Arborists

595 Nutmeg Rd South Windsor, CT 06074

Client: _____

Date: 9/19/24

Hebron Park & Recreation
 148 East St
 Hebron, CT 06248

www.distinctivetreecare.com

Attn: Craig Bryant cbryant@hebronct.gov

Description	Qty	Rate	Total
Remove dying Hemlock in center of Cemetery, remove all debris, cut stump low			\$ 3,200.00
Optional - Prune large deadwood from adjacent trees and broken Pine limb by entrance			\$ 200.00
Subtotal			
Sales Tax. 6.35%			
Total			\$ 3,400.00

Balance due upon completion.

Working Terms and Conditions are provided and constitutes a binding contract upon acceptance. Our workers are fully covered by Worker's Compensation Insurance. Our company is insured for Personal injury and property damage liability.

By: Brian Bentley on behalf of DTC This proposal may be withdrawn if not accepted within 30 days.

Acceptance of Proposal - The above prices and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Sales Tax will be applied unless exempt certificate is provided before time of service. All deletions have been noted. I am familiar with and agree to the conditions.

To accept this proposal, please sign on the line below and return a signed original to the office address listed above.

Signature: _____ Date: _____

Beyond the Gravestone

186 Chaffeeville Road
Storrs, CT 06268 US
(860) 234-7096
beyondthegravestone@gmail.com
http://www.beyondthegravestone.com



Estimate

ADDRESS

Mary Ellen Gonci
Hebron Cemetery, CT
422 Burrows Hill Rd
Amston, CT 06241

ESTIMATE # 587

DATE 07/31/2024

EXPIRATION DATE 07/31/2025

ACTIVITY	ACTIVITY	QTY	RATE	AMOUNT
*Marble Tablet, Fracture Repair, New Base.	1. Mercy Bradford, Medium, Marble, Tablet, Fracture, New Base. Before pictures taken and cataloged. New base installed in pea gravel, sand and water. Base leveled. Setting lime mortar prepared and base inset filled with mortar. Prepare fractured mating surfaces for gluing. Epoxy and clamp mating surfaces. Mortar Fracture line. Feather in color matched mortar. Allow to cure. Restore and reseed area around stone as required. After photos taken. Pricing is inclusive of labor and materials.	1	850.00	850.00
*Large, Marble, Fracture Repair & Leveling.	2. Julia Waldo, Large, Marble, Fracture Repair, Loose in Base & Leveling. Before pictures taken and cataloged. Stone cleaned with anti-fungal solution. Remove stone from ground and area prepared as needed. Provide a new pea stone and gravel base for marker. Reset stone and level. Prepare both mating surfaces to ensure attachment. Adhere pieces with bonding agent and secure until set. Mortar and color match all areas as needed. Once mortar has set, all edges feathered into existing stone. Area secured to cure. Clean area around stone. After photos taken. Pricing is inclusive of labor and materials.	1	900.00	900.00

ACTIVITY	ACTIVITY	QTY	RATE	AMOUNT
*Large, Marble, Fracture Repair & Levelling.	3. Lydia & Asa Woodworth, Large, Marble, Fracture Repair, Remove Old Repair & Levelling. Before pictures taken and cataloged. Stone cleaned with anti-fungal solution. Remove stone from ground and area prepared as needed. Provide a new pea stone and gravel base for marker. Reset stone and level. Prepare both mating surfaces to ensure attachment. Adhere pieces with bonding agent and secure until set. Mortar and color match all areas as needed. Once mortar has set, all edges feathered into existing stone. Area secured to cure. Clean area around stone. After photos taken. Pricing is inclusive of labor and materials.	1	900.00	900.00
*Marble Tablet, Fracture Repair, New Base.	4. Minerva Johnson, Medium, Marble Tablet, Fracture, New Base. Before pictures taken and cataloged. New base installed in pea gravel, sand and water. Base leveled. Setting lime mortar prepared and base inset filled with mortar. Prepare fractured mating surfaces for gluing. Epoxy and clamp mating surfaces. Mortar Fracture line. Feather in color matched mortar. Allow to cure. Restore and reseed area around stone as required. After photos taken. Pricing is inclusive of labor and materials.	1	850.00	850.00
*Medium, Marble Tablet Fracture Repair and Levelling.	5. Abel Lamb, Medium, Marble, Fracture Repair, Remove Old Failing Repair in Multi Areas, Install in its Brownstone Base, & Levelling. Before pictures taken and cataloged. Stone cleaned with anti-fungal solution. Remove stone from ground and area prepared as needed. Provide a new pea stone and gravel base for marker. Reset stone and level. Prepare both mating surfaces to ensure attachment. Adhere pieces with bonding agent and secure until set. Mortar and color match all areas as needed. Once mortar has set, all edges feathered into existing stone. Area secured to cure. Clean area around stone. After photos taken. Pricing is inclusive of labor and materials.	1	900.00	900.00
*Large, Brownstone, Tablet, Consolidate and Filled	6. Charles H, Large, Table, Brownstone, Delamination Repair, Vertical Cracking, Face with 12 " Area to be Reapplied. Before photos taken, numbered, and cataloged. SmugMug link will be sent to view all photos taken	1	1,200.00	1,200.00

w/Mortar. during the restoration process.
 Stone cleaned with anti-fungal solution with very soft brushes.
 Stone leveled if needed.
 Friable and deteriorating material removed from the existing stone to provide a stable surface for the mortar to attach to.
 All cracks Dammed.
 Fracture stone edges prepared and (non-ferrous) flexible or rigid rebar may be added to strengthen the repair.
 Epoxy may be needed to attach brownstone pieces that are still available.
 Pinholes may be drilled to fill unreachable voids with flowable mortar.
 Lime mortar is prepared and color-matched.
 Missing surface and internal areas are filled and protected with mortar to hinder the weathering process.
 Post mortar application:
 The stone is allowed to cure very slowly while protecting it from New England's ever-changing temperatures.
 Additional mortar applied as needed.
 Once the mortar is set, edges are feathered into existing material.
 After photos taken and cataloged.
 Price inclusive of labor and materials.

*Large Marble Tablet Fracture Repair and Leveling	7. Roswell & Dorothy Clark, Large, Marble, Fracture Repair & Backwards, Leveling. Before pictures taken and cataloged. Stone cleaned with anti-fungal solution. Remove stone from ground and area prepared as needed. Provide a new pea stone and gravel base for marker. Reset stone and level. Prepare both mating surfaces to ensure attachment. Adhere pieces with bonding agent and secure until set. Mortar and color match all areas as needed. Once mortar has set, all edges feathered into existing stone. Area secured to cure. Clean area around stone. After photos taken. Pricing is inclusive of labor and materials.	1	900.00	900.00
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TOTAL **\$6,500.00**

Accepted By

Accepted Date

**TOWN OF HEBRON
BOARD OF SELECTMEN
REGULAR MEETING
SEPTEMBER 26, 2024**

DEPARTMENT OF PUBLIC WORKS ACTION COMMITTEE UPDATE

Chairman Kasper will give an update.

FOR PUBLICATION

DPW – Temporary Site Closure FAQs

DPW AC, Monday, Sept 16, 2024 Meeting

Comms Sub-committee 24092002R.docx

Q20: Why is the Hebron DPW Action Committee recommending that the Old Colchester Road site be closed to public access during the construction of the replacement facility?

A: The primary reason is safety; secondarily there will be a significant cost saving.

During the construction of the new facility at Old Colchester Road there will be heavy machinery movements, demolition of old buildings, deep excavations, movement of hazardous materials and general site regrading. It will not be practical to have safe access to the site by anyone other than construction employees during demolition and reconstruction.

In addition, any phased construction to keep part of the site open for waste and recycling disposal would greatly increase the cost of the project.

Q21: How will I dispose of my household waste and recycling if the transfer Station is closed?

A: The Board of Selectmen is currently exploring curb-side pickup for all residents of trash and recycling.

Assuming that household waste, trash and general recycling will be by curb-side collection, the Town of Hebron will contract with a regulated trash hauler (e.g., All Waste, or other). The contractor will provide each qualifying residence with two wheeled containers, one container for trash and one for recyclable items. It is expected that trash would be collected on a weekly basis with recycling collected every other week.

It was researched in the past and it is believed that there would be no additional charge for curb-side collection. A significant proportion of residents already contract directly with a hauler to remove their trash. Those residents would no longer need to do so.

Q22: Why is it believed that there will be no additional charge on taxpayers?

A: Curb-side collection costs less overall than running a transfer station.

As it would save money over the current system it is expected that there would be no supplementary charge on residents. Other towns in Connecticut have switched over to curb-side collection and experienced significant savings to their town and taxpayers.

Maintaining the current transfer facility at the DPW is costly. The town pays fees for land-fill: in addition, there are labor costs (which could be redirected), capital costs for compactors, and significant maintenance costs.

The institution of curb-side collection would yield several additional benefits:

- Having a small number of garbage trucks rather than many individual vehicles reduces the traffic on town roads.
- Reduced traffic means a reduction in the risk of accidents, and
- Conserves fuel.
- Reduced traffic will improve the quality of life for residents of Old Colchester Road.
- Purpose built garbage trucks reduce the amount of litter, which in turn
- Reduces the costs of Public Works in picking up litter spilled from poorly secured trash hauled in private vehicles

Q23: How will I dispose of bulky waste, spent oil and electronics?

A: The Town will periodically provide the opportunity to dispose of such items in a similar way to the program to dispose of Hazardous Waste. A temporary location will be provided. This location may vary from time to time.

Q24: Will the change to curb-side pick-up be permanent?

A: It will be for the Board of Selectmen to decide if they want the change to be permanent.

A permanent change to residential collection would enable the configuration of the Old Colchester Road site to be changed. It would provide more working space for vehicle movement, and likely reduce construction costs and provide a better, safer and more efficient working environment for DPW workers into the future.

Q25: Why can't a temporary Transfer Station be set up elsewhere on a town owned property, such as the Horton/Kinney Road land?

A: The State requires full permitting for the creation of a Transfer Station, even a temporary one.

This is a time consuming, and therefore costly process of many steps. It would cost the taxpayers additional money. In addition, there are no locations for such a facility that have not already been ruled out for various reasons.

Q26: Why can't the Open Space land across from the Transfer Station, or other Open Space land be used?

A: Land purchased as Open Space can only be used for passive recreation. It can't be used for other purposes.

Q27: Why is the DPW Action Committee recommending that the DPW trucks be temporarily relocated during the construction of the replacement facility?

A: For the same reasons that it would be unsafe for the public to be using the site while reconstruction takes place.

It would be unsafe for DPW workers to continue working at the site while buildings are being demolished and reconstructed.

A further consideration is again cost. To attempt a phased construction with hybrid working would greatly extend the period of reconstruction and inevitably increase costs to the taxpayers.

Q28: Why was Burnt Hill Park being discussed as a temporary location at the Board of Selectmen meeting on Sept 12th 2024? Why not some other town owned facility, such as the North End fire station (or any other location)?

A: There is no consideration of using Burnt Hill Park as a temporary transfer station for household waste. The discussion was only over the location of garaging and maintenance for the DPW trucks.

This is one solution offered, but no decisions have been made yet, and all parties will have to make accommodations for the project to succeed. Relocation of equipment will likely fall primarily to Town staff. Trucks could be placed in several locations.

The Town does need to continue to use its fleet of trucks throughout the reconstruction period. These trucks do need to be maintained on a regular basis. The facilities at Burnt Hill Park have the capacity for maintaining the DPW trucks. It is not just a matter of parking the trucks. They also need to be maintained, plows fitted and similar on a regular basis.

**TOWN OF HEBRON
BOARD OF SELECTMEN
REGULAR MEETING
SEPTEMBER 26, 2024**

**BOARD OF SELECTMEN
COMMUNICATION STRATEGY**

Selectmen Thiele has provided a draft Rapid Response Plan to address the communications strategy for review by the Board of Selectmen.

**Town of Hebron
Board of Selectmen
Rapid Response Plan**

Overview: The Town of Hebron and the Hebron Board of Selectmen recognize that social media is a news source for many town residents. Statistics show that more than half of U.S. adults sometimes receive news from social media.¹ As of this writing, the Town of Hebron has a Facebook page for regular updates. Beyond that, there are several active town resident-operated Facebook groups. The Board of Selectmen acknowledges that factual and erroneous information is shared in these groups, resulting in misinformation about Board decisions and actions. This policy is intended to guide future Boards of Selectmen on rapid responses on social media as needed, while avoiding improper and illegal meetings and ensuring that rapid responses are accurate and reflect the will of the Board.

Additionally, this plan may also be applied to responses to the Rivereast News Bulletin. However, this policy recognizes that the Chairperson and Town Manager act as de facto spokespeople for this outlet, and as such, the rapid response plan is geared toward social media given that there is usually more time to craft responses to a weekly newspaper.

Policy Owner: The chairperson of the Hebron Board of Selectmen who, at any time, with a majority vote of three members of the Board, may decide to revise, execute or suspend policy. The chairperson of the Hebron Board of Selectmen is also responsible to, with a majority vote of three members of the Board, for assigning an individual primarily tasked with distributing any rapid response messaging on Facebook into targeted groups.

Rapid Response Best Practices: A rapid response on social media is not intended to change narratives or opinions; rather, rapid responses should be used to communicate noted facts quickly and effectively. Rapid responses are also not intended to engage in thorough conversation or repeated questions on social media. Rather, rapid responses should be used sparingly and in accordance with Board decisions already on record to combat misinformation and to greater explain the Board's reasoning to an audience that may not have attended meetings.

The other tenet of a rapid response plan is that it is rapid. This means that Boards of Selectmen must decide to entrust the decisions to a Board chairperson and their designee to deliver messages in accordance with Board-approved decisions on record.

¹ Pew Research Center. <https://www.pewresearch.org/journalism/fact-sheet/social-media-and-news-fact-sheet/>

This also ensures that no illegal meetings are held in violation of FOIA law. A rapid response cuts down on approval process and rests that power in the hands of the Board chair and their designee. Each new election should bring with it a review of this policy and discussion as to whether new members and chairs continue it, revise it, or remove it from Board policies and operations.

Process and Action Steps:

- The Board chairperson, rapid response designee, and/or another member of the Board observes a post garnering multiple comments over a short period of time.
 - General guideline: Posts exceeding 50-60 comments over the course of 16-24 hours.
- The Board chair and/or their designee draft a quick response that does the following:
 - Always begins with “On behalf of the Board of Selectmen...”
 - Explains a Board decision
 - Provides a reason why the decision was made
 - This may include providing a reason that was discussed; a link to further information on the town website; or a link to official town minutes and/or applicable policies
 - Encourages people to reach out to Town Manager or Board with any additional questions
- This response is then distributed to the Facebook group by the Board chair or their designee.

This process does not include engaging in additional conversation and discussion. In alignment with social media best practices, these conversations are not necessarily helpful, nor do they advance discourse. Additional questions should always be directed to the Town Manager’s office or to the Board as a whole.

Appropriate Topics for Rapid Response Plan:

- Board decisions on town matters
 - These would include grant applications, construction projects in progress, CIP/Town budget questions, etc.
- Clarifying town policies that exist publicly and available for public viewing
 - Park policies, transfer station policies, etc.

Inappropriate Topics for Rapid Response Plan:

- Personnel matters
- Personal attacks on the Board of Selectmen or town staff

- Political issues (split Board votes based on party affiliation, etc.)
- Fire/Police/EMT incidents that occur in town
- Criminal matters (those crimes specifically impacting Town Offices and/or the Town of Hebron)

At any time, an individual Board member may request to review this policy and/or rapid response messages that were distributed during an open meeting to address concerns.

Adopted:

Version:

**TOWN OF HEBRON
BOARD OF SELECTMEN
REGULAR MEETING
SEPTEMBER 26, 2024**

**APPROVE ADDENDUM TO THE TOWN EMPLOYEE HANDBOOK
OF PERSONNEL POLICIES & PROCEDURES**

Attached is a proposed Addendum to the Town's Employee Handbook drafted by Town counsel, Nicholas Grello, regarding the Firefighter's paid time off. Guidelines for call back and filling vacant shifts is also included for reference.

Proposed Motion:

The Hebron Board of Selectmen hereby approve the Addendum to Town of Hebron, Connecticut Employee Handbook of Personnel Policies & Procedures adopted November 16, 1989, as revised and adopted October 4, 2007, as further revised and adopted November 7, 2019.



Hebron Fire Department
44 Main Street, PO Box 911
Hebron, CT 06248
(860) 228-3022

Addendum to Town of Hebron, Connecticut
Employee Handbook of Personnel Policies & Procedures

Due to the particular services provided by full-time firefighters/EMTs employed by the Town of Hebron (hereinafter the “Town”), this Addendum is intended to address specific terms and conditions of employment for full-time firefighters/EMTs. Where terms and conditions of employment are not addressed in this Addendum, the Town of Hebron, Connecticut Employee Handbook of Personnel Policies & Procedures will remain applicable.

Work Schedule

Full-time firefighters/EMTs shall work a 7:00 a.m. to 5:00 p.m. schedule, alternating four (4) days on, four (4) days off, scheduled from Tuesday through Friday and Monday through Thursday.

Per diem staff normally work: (a) 11:00 p.m. to 7:00 a.m.; (b) 7:00 a.m. to 5:00 p.m. Saturday and Sunday, (c) to cover for full-time firefighters/EMTs who are absent from work due to, for example, use of paid time off; and (d) may be used for call-backs.

Volunteer staff provide primary coverage between 5:00 p.m. and 11:00 p.m.

Rates of Pay

Hourly rates of pay for full-time firefighters/EMTs, and per diem firefighters, and stipends for volunteer firefighters shall be established by the Town. Any increases shall be determined on an annual basis by the Town.

Paid time off

In lieu of vacation days, personal days, holidays, and sick days, full-time firefighters/EMTs will receive paid time off in the following increments based on the full-time firefighter/EMT’s anniversary date (credited on their anniversary date):

Full-time firefighters/EMT’s hired prior to July 1, 2024 shall be credited with 300 hours

1 st anniversary date through 3 rd anniversary date:	316 hours
4 th anniversary date through 9 th anniversary date:	356 hours
10 th anniversary date through 14 th anniversary date:	376 hours
15 th anniversary date through 19 th anniversary date:	396 hours
20 th anniversary date and subsequent anniversary dates:	436 hours

Full-time firefighters/EMT's hired on or after July 1, 2024 shall be credited in accordance with the following:

After 6 months of employment:	208 hours
1 st anniversary date through 3 rd anniversary date:	316 hours
4 th anniversary date through 9 th anniversary date:	356 hours
10 th anniversary date through 14 th anniversary date:	376 hours
15 th anniversary date through 19 th anniversary date:	396 hours
20 th anniversary date and subsequent anniversary dates:	436 hours

Use of and scheduling of paid time off shall be established by the Town.

Full-time firefighters/EMTs may carry-over up to fifty percent (50%) of paid time off credited in one (1) year to the subsequent year.

Upon separation from employment, at or above the Town's eligible retirement age, for any reason (other than termination), a full-time firefighter/EMT shall receive payment for fifty percent (50%) of their remaining paid time off (prorated for their last year of employment from their anniversary date through their last day of employment).

Upon separation from employment prior to the Town's eligible retirement age, for any reason (other than termination), a full-time firefighter/EMT shall receive payment for twenty percent (20%) of their remaining paid time off (prorated for their last year of employment from their anniversary date through their last day of employment).

Absence from work (and remuneration for full-time firefighters/EMTs) due to bereavement leave, jury duty, and military leave shall be in accordance with the Town of Hebron, Connecticut Employee Handbook of Personnel Policies & Procedures.

Holidays

If a full-time firefighter/EMT is scheduled to work and elects to work on any of the following holidays, the full-time firefighter/EMT will be paid for ten (10) hours at time and one-half (1½) of their regular hourly rate of pay for working on the holiday:

- New Year's Day
- Independence Day
- Thanksgiving Day
- Christmas Day

Use of and scheduling of holiday time shall be established by the Town.

Overtime

If no per diem staff are available to cover a shift, at the discretion of the Fire Chief, the vacant shift may be offered to full-time firefighters/EMTs.

The Fire Department will establish a process for offering vacant shifts to full-time firefighters/EMTs that are not filled by per diem staff.

Call-backs

At the discretion of the Fire Chief, paid staff may be called back for incidents. If there is a call-back, paid staff may respond at their discretion (it shall not be mandatory).

The Town may use paid staff and volunteer firefighters to address calls when dispatch initiates a re-tone. The Fire Department will establish a call-back process.



Hebron Fire Department
44 Main Street, PO Box 911
Hebron, CT 06248
(860) 228-3022

Standard Operating Guideline #100.27

Recall of Paid Staff

PURPOSE:

This guideline has been developed to ensure that every effort is being made to help prevent and reduce the number of unanswered calls for service resulting from a lack of available staffing.

SCOPE:

This SOG applies to full, part-time, and per-diem employees of the Hebron Fire Department.

AUTHORITY:

The Chief of the Hebron Fire Department shall be the authority having jurisdiction. Said SOG shall be in effect until such time as it is revised or repealed.

CALL BACK PROCEDURE

1) Self-Dispatch by Employee

- a. **Incidents of Significance** – For Incidents of Significance such as working fires, Serious MVAs (LifeStar DIAL), Searches, large scale, or Incidents with an extended operational period, any qualified paid personnel may respond to assist and shall be compensated accordingly.
- b. **EMS Incident Retone** – In the event of a retone for an EMS call, either when no paid personnel are in quarters, or when the first ambulance is committed on another call, qualified EMS personnel, who are within a reasonable geographic distance and/or normal response time to the station, may respond to staff the ambulance. The first two personnel who meet the above criteria, who indicate that they are responding utilizing the Department's resource management software/application, shall be the only two personnel to receive compensation.
 - i. A Chief Officer or the Incident Commander may extend this and approve additional personnel should the incident require additional staffing.

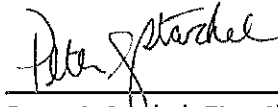
2) Emergency Incident Call Backs initiated by Administration

- a. A Chief Officer or the Incident Commander may request that dispatch send out a call back page for paid personnel. Said Chief Officer or Incident Commander shall indicate the number, if finite, and type of personnel needed. Qualified full, part-time, or per-diem personnel who respond shall indicate that they are responding utilizing the Department's resource management software/application. If only a finite number of personnel are requested, the first personnel up to the requested number who indicate that they are responding utilizing the Department's resource management software/application, shall be the only personnel to receive compensation.

3) Compensation:

- a. Personnel shall be compensated a minimum of two (2) hours from their response time, at their applicable hourly rate, rounded to the nearest 15 minutes.

By the order of:



Peter J. Starkel, Fire Chief
Hebron Fire Department

09/03/2024

Date

1

¹ 09/03/2024

**TOWN OF HEBRON
BOARD OF SELECTMEN
REGULAR MEETING
SEPTEMBER 26, 2024**

AUTHORIZATION OF CONSERVATION EASEMENT AGREEMENT

Information provided by Matthew Bordeaux, Town Planner regarding Conservation Easement Agreement on property located at Lot TM / Block 9 / Assessor's Map 53.

Proposed Motion:

The Hebron Board of Selectmen hereby authorize Andrew J. Tierney, Town Manager to execute a Conservation Easement Agreement on property located at Lot TM / Block 9 / Assessor's Map 53, a 37.5-acre parcel of forested land located on the north side of West Main St (State Route 66) that would allow the land to be converted from the 10 Mill Program to the 490 Program.

**TOWN OF HEBRON
PLANNING AND DEVELOPMENT DEPARTMENT**

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

FROM: Matthew R. Bordeaux, Town Planner

DATE: September 18, 2024

RE: Conservation Easement – Lot TM / Block 9 / Assessor’s Map 53

Mr. Skoly resides at 57 Buck Rd. He is proposing to acquire three (3) large, undeveloped parcels of land (two parcels identified as Parcel 9-PT and one as Parcel-TM) adjacent to his property with frontage on the north side of West Main St (State Route 66). A location map is attached. Of the three parcels, Lot TM, located in the middle, was historically enrolled in the “10 Mill Program”, a State initiative to conserve forests in Connecticut.

CT Public Act 11-198 allows an owner of forest land enrolled in the state's “10 Mill Program” to convert to the state's forest preservation program (“490 Program”) without penalty if a sale or donation of the land to a nonprofit land preservation organization or a permanent conservation easement on the land occurs before the conversion. Mr. Skoly is requesting that the Town of Hebron accept a conservation easement that would retain, maintain and conserve the 37.5-acre parcel of land.

The parcel is located in the headwaters of the west branch of the Fawn Brook watershed, a high-quality tributary of the Jeremy River and Salmon River. The parcel is specifically identified in the 2024 Hebron Plan of Conservation and Development Open Space Plan as part of the Planned Greenway system.

10 Mill Program

The State Legislature adopted the “10 Mill Law” to conserve forests in CT. The Law requires a minimum of 25 acres and that the lands have a value of not more than \$100 per acre. Although there is no longer any forested land in CT having a value at or below \$100 per acre, the Law remains valid, but no new land may be classified under it. Land classified under this law is taxed based on 100% of the true valuation established by the assessors at the time of classification. The valuation is frozen for a 50-year period, provided the land use does not change. The law establishes the tax rate for such land at up to 10 mills. At the end of the 50-year period, the land is revalued and is again taxed at a rate up to 10 mills for another 50 years. The 10-mill classification does not terminate upon sale or transfer of the land and is tied to the land, not the owner.

If the 10-mill classification is cancelled before the end of the 50-year period, the land will be taxed as other land and a penalty assessed. The penalty is equal to five mills per year on the

difference between the land and timber's valuation at the time of classification and the current valuation (CGS § 12-99).

For additional information on the 10 Mill Law and Public Act 1-198, please see the attached summary prepared by the CT Department of Energy and Environmental Protection.

MRB

H:\Matt\Open Space\Parcel-TM West Main St\Holcombe Property - 10 Mill - Skoly Conservation Easement.docx

Attachments



Conservation Easement for Parcel 9-TM

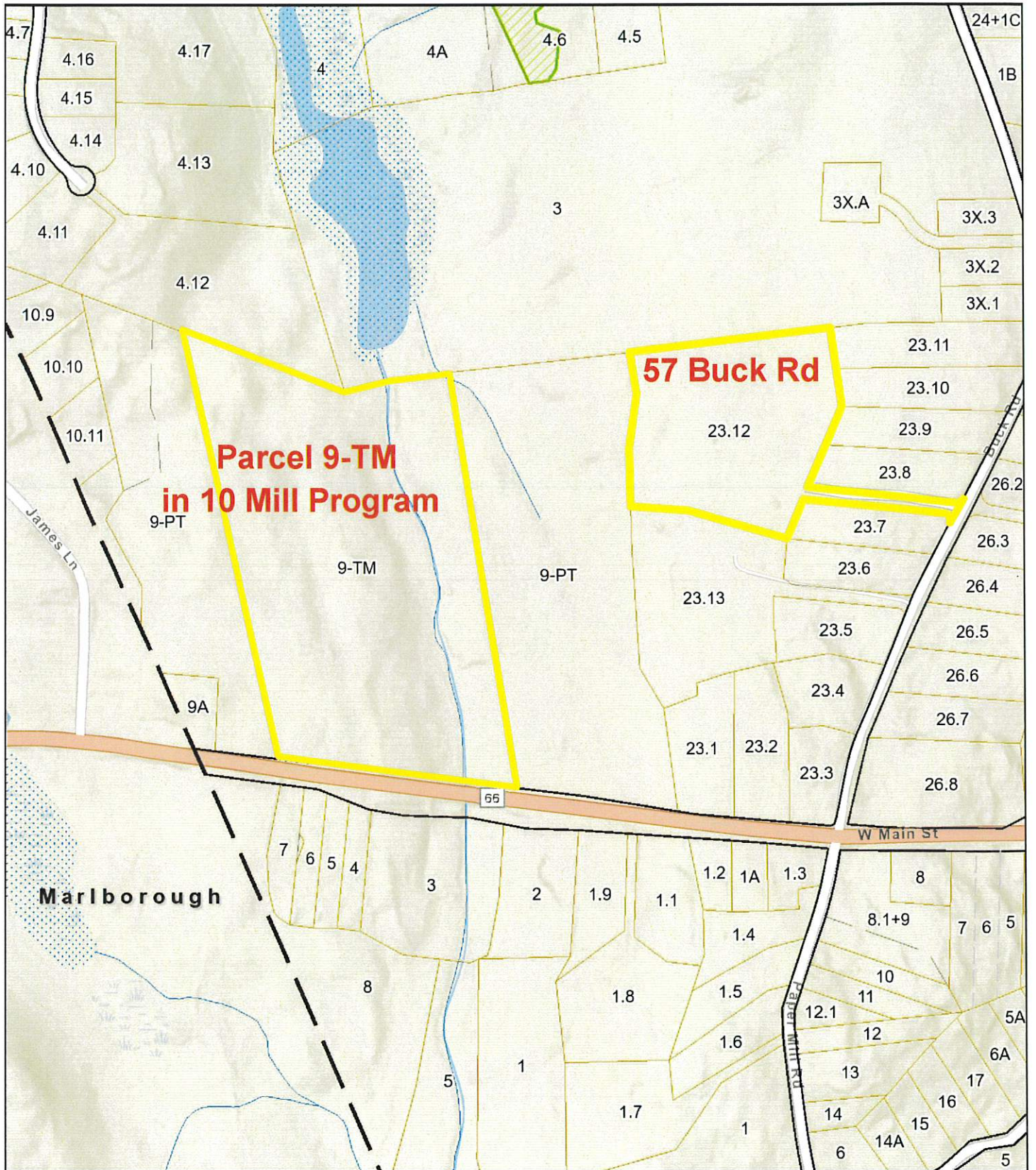


Town of Hebron, CT

1 inch = 563 Feet

www.cai-tech.com

September 17, 2024



Data shown on this map is provided for planning and informational purposes only. The municipality and CAI Technologies are not responsible for any use for other purposes.



Connecticut Department
of
**ENERGY &
ENVIRONMENTAL
PROTECTION**

ACT CONCERNING THE TRANSITION FROM THE TEN MILL PROGRAM

Public Act 11-198

Division of Forestry Fact Sheet

Updated May 2016

The 10 Mill property tax Law, CGS Chapter 203, Section 12-96 through 103, has been in existence since 1913 and subsequently amended several times including July 2011. This latest revision significantly changed the 50-year revaluation assessment bringing about parity with similarly classified forest land under CGS Chapter 203, Section 12-107d, Connecticut's other current-use forest land property tax Law more commonly referred to as PA 490.

Background

In 1913, the Legislature approved the "10 Mill Law" as an early effort to conserve forests in Connecticut. Since 1963, the Law requires a minimum of 25 acres and that the lands, exclusive of the timber there upon, have a value of not more than \$100 per acre. Although there is no longer any forested land in Connecticut having a value at or below \$100 per acre, the Law remains valid, but no new land may be classified under it.

The Legislature has modified the "10 Mill Law" several times in order to encourage the preservation of forest land to 1) conserve the state's natural resources for the welfare and happiness of its residents, and (2) prevent the forced conversion of forest land to more intensive uses as the result of economic pressures caused by assessment.

How is 10 Mill Forest Land Assessed?

Forest land enrolled under this Law is classified for 100 years and taxed based upon 100 percent true valuation of the land and timber separately as established by the assessor at the time of classification. Valuation is then frozen for the first 50-year period, providing the land use does not change, at a tax rate of no more than 10 Mills. At the end of the first 50 years, the land and timber is revalued to the current true valuation and frozen again until the end of the 100 year term. Unlike Connecticut's other current use assessment program, PA 490, 10 Mill classifications do not terminate upon sale or transfer of the forest land. It is tied to the forest land rather than to the landowner.

Yield Tax & Cancellation

The owner of the forest land must pay a yield tax to the town on any fuelwood or timber cut and sold, with the exception that firewood or timber cut for domestic use is exempt from the yield tax. There is also an accruing substantial recapture tax due if the classification is prematurely canceled before the full 100 years.

Any use of forest land classified under the 10 Mill Law is permissible as long as the use does not cause a change in the basic character of the land as forest. Any conversion of the forest land from its growth, management and use as a forest is a change of use. Examples include but are not limited to building a house, clearing for pasture, gravel operations, junk yards, ball fields, or ski slopes.

It should be noted that the classification of forest land under the 10 Mill Law is binding upon the entire tract of forest land and, when *any portion* of that tract must be removed from classification, the classification for the entire tract must be canceled.

Why Change the 50-year Revaluation Determination?

While the 10 Mill Law has been very successful conserving forest lands, the designed revaluation at the end of the first 50 years for properties classified in the 1960's posed potential unintended consequences. Sudden assessment increases based upon today's current true value very well could have created an unaffordable situation for landowners resulting in forced conversion to more intensive uses to pay for dramatically higher property tax bills. This outcome would clearly contradict the 10 Mill Law's Legislative intent. To address this concern PA 11-198 was signed into law July 2011.

What does Public Act 11-198 actually do?

Public Act 11-198 substantially discounts the value of the land from the current true valuation calculation for 10 Mill classified property by:

- 1) Creating tax parity with forest land classified as PA 490 and 10 Mill at the 50-year revaluation date. At that time, total taxes levied on 10 Mill forest land will not exceed the annual tax due for similarly classified PA 490 forest land.
- 2) Allowing 10 Mill landowners who place permanent conservation easements on their properties to transfer out of the 10 Mill program into PA 490 without penalty if they wish. A registered letter from the landowner to the assessor is required.

What does Public Act 11-198 not do?

- 1) Does not change the yield tax calculation for the harvested forest products from 10 Mill forest land unless such products are used by the owner or tenant for fuel or construction materials. A graduated yield tax payable to the town where the timber was harvested is required if such material is sold or otherwise transferred to another person.
- 2) Does not change the reasons for cancellation should the land be converted to a non-forested use.
- 3) Does not change the calculation of recapture tax due should a 10 Mill classification be canceled prior to 100 years. This calculation includes the true value of BOTH land and timber.

How is the true and current value of timber determined?

It is the assessor's responsibility to determine the true value of timber on 10 Mill forest land although the method to follow is not described in the 10 Mill Law. The Division of Forestry suggests using the current recommended PA 490 forest land values which are based upon the average price of timber sold in Southern New England. This per-acre value along with other PA 490 farm land acreage values is updated every five years to reflect current markets and capitalization rates. Current recommended

forest land values may be obtained by contacting either the Department of Agriculture or the Division of Forestry. Alternatively, assessors may choose to hire a private forester certified by DEEP per CGS 23-65h to conduct a forest inventory providing an accurate assessment of standing volume, species, and value.

Making Changes to Forest Land Classified as 10 Mill

As with any land use change; legal ownership status, or change in assessment value of classified forest land, communication between landowner and assessor is essential. The Division of Forestry strongly recommends timely conversations before changes take place to avoid misunderstanding and miscommunication.

On-line 10 Mill and PA 490 Forest Land Classification resources:

CGS Chapter 203, Section 12-96 through 107 (the actual Law); click on the Section number to advance to the statutory text section): [CHAPTER 203* PROPERTY TAX ASSESSMENT](#)

[Regulations Concerning the Classification of Forest Land](#) (explanation of the Law)

[Classification of Land as Forest Land](#) (includes several downloadable forms, assessor annual reporting requirements, Guidance for foresters and assessors "in plain English")

[Department of Agriculture Public Act 490 Recommended Land Values](#) (updated every 5 years)

For more information contact:

[Department of Energy and Environmental Protection](#)
Division of Forestry
79 Elm Street
Hartford, CT 06106

Phone: (860) 424-3630
Fax: (860) 424-4070
deep.forestry@ct.gov



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
October 10, 2024, 7:00 PM (America/New York)
Please join my meeting from your computer, tablet or smartphone.
<https://meet.goto.com/355993837>
You can also dial in using your phone.
Access Code: 355-993-837
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>

Thursday, October 10, 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 |
| 7:15 p.m. | 6. APPOINTMENTS AND RESIGNATIONS

a) |

- 7:20 p.m. 7. TOWN MANAGER'S REPORT**
- a) Recent Activities
 - b) Correspondence
 - c) Town Manager Updates
- 7:30 p.m. 8. OLD BUSINESS**
- a) American Rescue Plan State and Local Recovery Funds Update
 - b) Department of Public Works Action Committee Update
 - c) Board of Selectmen - Communication Strategy
 - d) Any Other Old Business
- 7:50 p.m. 9. NEW BUSINESS**
- a) Award Bid for Pickleball Courts at St. Peter's Field
 - b) Draft Agenda for October 24, 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 September 26, 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
SEPTEMBER 26, 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 September 12, 2024 – Regular Meeting

b) APPROVAL OF TAX REFUNDS

9.b.1	Timothy J. Casey, 3 rd	\$ 1,865.13
9.b.2	Allie Fabian	\$ 22.59
9.b.3	Vault Trust	\$ 194.89
9.b.4	Michael A. Stone	\$ 36.84

TOWN OF HEBRON
BOARD OF SELECTMEN
Regular Meeting (Hybrid)
Town Office Building – 15 Gilead Street
Thursday, September 12, 2024 - 7:00 PM

2024 SEP 16 AM 8:49
E.O. 11-1
HEBRON TOWN CLERK

MINUTES

ATTENDANCE:

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

Staff Present: Andrew Tierney, Dori Wolf

Guests: Lilli Rhodes, Richard Steiner, Community Voice Channel, Terry McManus, David Rose, Tamara Maloney, Kevin Tulimieri, Marc and Shannon Loranger, Tina C, Roarke McCormick, Paul Forrest, Mal Leichter, Ken Jardin, Todd Habicht, Tom Maloney, Rich Marzi, Steve Catanzaro, Joe Jakacky

1. Call to Order

2. Pledge of Allegiance

Chair P. Kasper called the meeting to order and led the Pledge of Allegiance.

3. Additions and Changes to Agenda

There was discussion on adding another public comment section following item 8.B (DPWAC Update).

4. Public Comment

A. Kevin Tulimieri (110 Kinney Rd) – Spoke in support of the DPWAC’s recommendations, and urged the BoS to act favorably upon them.

5. Good to Know/Special Recognition

None.

6. Appointments and Resignations

A. Douglas Library Board of Trustees Appointment

Motion by D. Larson and seconded by K. Petit that the Hebron Board of Selectmen appoint Kirk Smallidge to the Douglas Library Board of Trustees for a term to run until December 2026. The motion passed unanimously (5-0).

7. Town Manager’s Report

Many ARPA projects are moving forward, including purchase of a CERT vehicle. Work on the pedestrian bridge has begun, as have Region 8 Health Consortium meetings. The audit is

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ongoing. Rt. 66/Wall Street intersection improvements have resumed. Additional water line installation in the same area is ongoing. An all-boards and commissions meeting is scheduled for September 19th. Following a question from C. Riley, it was noted delays in the intersection project were due to factors beyond the Town's control, including utility considerations and DOT/state permitting.

8. Old Business

A. ARPA Funds Update

Pickleball courts are out to bid, with submissions due by September 27th. Field lighting at Veteran's Park will be presented to the Planning and Zoning Commission (PZC) in October. Designs for a dog park located on Kinney Road are being generated by the Town Engineer, and will be forwarded to the BoS and PZC for approval. T. Thiele noted the approaching deadline for allocating ARPA funds, and urged Selectmen and Town officials to generate ideas for smaller projects, so all money is used.

B. DPWAC Update

R. Steiner offered a detailed presentation of the DPWAC's research and recommendations regarding the Old Colchester Road (OCR) facility. First, he outlined the need to vacate the site during construction, citing benefits including decreased safety risks, shortened construction schedule, and decreased costs. Reasons to avoid phased construction included less contractor interest and decreased DPW operational efficiency. The suggestion is to begin light construction in early winter, allowing DPW winter operations to remain in-place until the season is over, with major work to begin once DPW has fully vacated the site, perhaps in March. R. Steiner stated schematic and design plans would be required prior to referendum, and represent a significant investigative and financial component of the project.

The second issue to be considered, per the DPWAC's recommendation, is elimination of the transfer station on a permanent basis. Cost differentials were discussed, with K. Petit and D. Larson noting the move would be prudent financially. It would also afford more space for DPW operations at OCR. The BoS agreed to explore the concept, but stressed the need for more information and discussion before permanent changes are enacted.

Following a question from T. Thiele, there was discussion on possible temporary storage of DPW trucks at Burnt Hill Park, which has generated significant public comment. It was noted that this is one solution offered, but no decisions have been made yet, and all parties will have to make accommodations for the project to

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succeed. Relocation of equipment will likely fall primarily to Town staff. There was brief discussion on timing, including a target referendum date. A. Tierney stated he will have to meet with the bonding council, which will impact the project timeline.

Motion by P. Kasper and seconded by D. Larson that the Board of Selectmen agrees to move forward with the project based on the assumption that the premises will be vacated during construction. The motion passed unanimously (5-0).

1. Public Comment

- a. Lilli Rhodes (106 Slocum Rd) – Expressed concern at potential relocation to Burnt Hill, citing safety concerns, and noting the site was previously considered unsuitable as a DPW location.
- b. Ken Jardin (9 Gilead Landing) – Stated he is Chair of the Parks and Rec Commission, but speaking as an individual. He agreed on the need to vacate OCR, but urged the Town to avoid impacts to Burnt Hill Park by moving DPW trucks there, and to explore other options.
- c. Tom Maloney (14 Richardson Dr) – Requested clarification on the issue of trash removal, were Hebron to eliminate the transfer station, and who the decision ultimately lies with.
- d. Todd Habicht (98 East St) – Noted he is a member of the DPWAC, and agrees with recommendations to vacate the site and consider elimination of the transfer station, while also suggesting other temporary DPW locations, including Salt Box Rd, the ballfield on OCR, and the Horton property. He is opposed to any use of Burnt Hill Park for DPW equipment.
- e. Rich Marzi (102 Wellswood Rd) – Recognized the complexity of the project and hard work of the DPWAC and PBC, but stated his opposition to using Burnt Hill for DPW storage.
- f. Steve Catanzaro (92 East St) – Expressed strong opposition to use of Burnt Hill Park.
- g. Joe Jakacky (16 Richardson Dr) – Asked why land bought for DPW use was not being used, while land bought for a park may potentially be used for DPW needs. Also expressed concern about groundwater impacts, as he is located downhill from Burnt Hill.
- h. Holly Habicht (98 East St) – letter read into the record by P. Kasper, and included in the agenda packet, indicating her opposition to use of Burnt Hill for truck storage.

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- i. Paul Forrest (28 Fieldstone Dr) – DPW Director, cited reasons Burnt Hill was suggested, including resources already in place at the site.

C. Other Old Business

None.

9. New Business

A. Appoint Gilead Hill School and Hebron Elementary School HVAC Project Building Committees

Proposed resolution by K. Petit that the Board of Selectmen authorizes the Hebron Board of Education to apply to the Commissioner of Education and to accept or reject a grant for the HVAC Project at the Gilead Hill School.

Be it further resolved that the Public Building Committee, along with Board of Education members Eleisha LeMay and Joseph Margaitis, is hereby established as the building committee for the HVAC Project at the Gilead Hill School.

And be it further resolved that the Board of Selectmen hereby authorizes at least the preparation of schematic drawings and outline specifications for the HVAC Project at the Gilead Hill School.

Discussion: Following a question from D. Larson, a friendly amendment listing the names of PBC members Wayne Warwick, Mal Leichter, and Richard Steiner was made. **The resolution, including friendly amendment, passed unanimously (5-0).**

Proposed resolution by K. Petit that the Board of Selectmen authorizes the Hebron Board of Education to apply to the Commissioner of Education and to accept or reject a grant for the HVAC Project at the Hebron Elementary School.

Be it further resolved that the Public Building Committee, consisting of Wayne Warwick, Mal Leichter, and Richard Steiner, along with Board of Education members Eleisha LeMay and Joseph Margaitis, is hereby established as the building committee for the HVAC Project at the Hebron Elementary School.

And be it further resolved that the Board of Selectmen hereby authorizes at least the preparation of schematic drawings and outline specifications for the HVAC Project at the Hebron Elementary School. The resolution passed unanimously (5-0).

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**B. Award Contract for HES and GHS HVAC IAQ Upgrade Assessment
Professional Mechanical and Electrical Engineering Firm**

Motion by T. Thiele that the Hebron Board of Selectmen award the contract for the HVAC assessment for Gilead Hill School to Salamone & Associates, P.C. of Wallingford, Connecticut, in the amount of \$14,400. The motion passed unanimously (5-0).

Motion by T. Thiele that the Hebron Board of Selectmen award the contract for the HVAC assessment for Hebron Elementary School to Salamone & Associates, P.C. of Wallingford, Connecticut, in the amount of \$14,400. The motion passed unanimously (5-0).

C. Approve Town Clerk's Historic Preservation Grant Application

Motion by C. Riley that the Hebron Board of Selectmen approve the application to the State of Connecticut, Connecticut State Library, for the Targeted Grant for FY 2025 Historic Documents Preservation Program in the amount of \$5,500 and authorize Andrew J. Tierney, Town Manager, to apply for, accept and receive the grant and sign any necessary documents. The motion passed unanimously (5-0).

**D. Approve FFY 2023 State Homeland Security Grant Program Region 3
Memorandum of Agreement**

Proposed resolution by P. Kasper that the Town of Hebron Board of Selectmen may enter into with and deliver to the State of Connecticut Department of Emergency Services and Public Protection, Division of Emergency Management and Homeland Security any and all documents which it deems to be necessary or appropriate; and;

Be it further resolved, that Andrew J. Tierney, as Town Manager of the Town of Hebron, is authorized and directed to execute and deliver any and all documents on behalf of the Town of Hebron Board of Selectmen and to do and perform all acts and things which he deems to be necessary or appropriate to carry out the terms of such documents, including, but not limited to, executing and delivering all agreements and documents contemplated by such documents. This authorization is for the FFY 2023 Homeland Security Grant Program. The resolution passed unanimously (5-0).

E. Board of Selectmen – Communication Strategy

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Selectmen agreed upon the need for a formalized communication strategy from the BoS, particularly in situations requiring a rapid response. T. Thiele will draft an initial plan and bring it before the BoS for further discussion.

F. Draft Agenda for September 26, 2024 Meeting

Discussion on relocation of the dog pound from OCR will be added.

G. Other New Business

None.

10. Consent Agenda

D. Larson requested separate action on items A and B. P. Kasper noted he is listed on the tax refunds, but verified he does not need to abstain from voting.

A. Approval of Minutes

1. August 1, 2024 – Regular Meeting

Motion by P. Kasper to approve the minutes of the regular meeting of August 1, 2024 as presented. The motion passed (4-0-1, with D. Larson abstaining).

B. Tax Refunds

1. Adell Martin	\$ 1,014.51
2. Mark A. Kelly	\$ 23.21
3. Raymond M. Litwin	\$ 44.82
4. Peter Kasper	\$ 14.16
5. Jeffrey & Mariann Saltus	\$ 65.11
6. Heidi Bienkowski	\$ 113.68
7. Robert & Gladys Mott	\$ 290.62
8. Elizabeth Cyr	\$ 292.82
9. Emily Quittugua	\$ 31.78
10. Elmer Young, III & Diane Young	\$ 29.60
11. ACAR Leasing LTD	\$ 347.06
12. Shawn Perkins	\$ 28.15
13. Daniel E. Zern	\$ 135.85
14. Paul Akerlind	\$ 159.73
15. Danielle M. Goodwin	\$ 368.71
16. Natalie and Scott Wood	\$ 185.99
17. VCFS Auto Leasing Co.	\$ 71.05

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Motion by P. Kasper to approve the tax refunds as listed. The motion passed unanimously (5-0).

11. Liaison Reports

- A. AHM** – No report.
- B. Hebron BoE** – T. Thiele reported the BoE was also scheduled to meet this evening.
- C. BoF** – No report.
- D. OSLAC** – No report.
- E. RHAM BoE** – No report.

12. Public Comment

None.

13. Adjournment

Motion by T. Thiele and seconded by D. Larson to adjourn at 9:20 p.m.

Respectfully submitted,
Hannah Walcott (Board Clerk)