

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**

RECEIVED

2024 NOV -4 A 11: 06
HEBRON TOWN CLERK

Board of Selectmen Regular Meeting
 November 7, 2024, 7:00 PM (America/New York)
Please join my meeting from your computer, tablet or smartphone.
<https://meet.goto.com/159558501>
You can also dial in using your phone.
 Access Code: 159-558-501
 United States: +1 (872) 240-3212
Get the app now and be ready when your first meeting starts:
<https://meet.goto.com/install>

Thursday, November 7, 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 <ul style="list-style-type: none"> a) Amplify Catchment Area Council 15 Resignation b) Historic Properties Commission Appointment c) 2024 Reappointments

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 Assessment Appeals Alternates
- d) Any Other Old Business

7:50 p.m. 9. NEW BUSINESS

- a) Approve 2025 Board of Selectmen Meeting Schedule
- b) Draft Agenda for November 21, 2024 Meeting
- c) Any Other New Business

8:00 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 October 24, 2024 – Regular Meeting

b) **TAX REFUNDS**

8:05 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

8:15 p.m. 12. PUBLIC COMMENT

8:20 p.m. 13. ADJOURNMENT

**TOWN OF HEBRON
BOARD OF SELECTMEN
REGULAR MEETING
NOVEMBER 7, 2024**

APPOINTMENTS AND RESIGNATIONS

a. Amplify Catchment Area Council 15 Resignation

Attached is a letter from Maureen Shaffer resigning her position as Hebron's representative to Amplify Catchment Area Council 15.

Amplify serves the North Central Region comprised 37 thirty-seven towns in the North Central region of Connecticut. Clusters of towns in this area are combined into six Catchment Areas that receive behavioral health services as a unit. CAC 15: Andover, Bolton, Ellington, Hebron, Manchester, South Windsor, Tolland and Vernon.

Catchment Area Council membership is comprised of town residents who are living with behavioral health challenges, family members, concerned citizens as well as behavioral health providers. This group reviews and evaluates current behavioral health services and identifies gaps based on town needs then recommends changes that will serve the region. Your life experience, knowledge of the ins and outs of your community, combined with quality research and data can bring needed services to strengthen our region.

Proposed Motion:

Move that the Hebron Board of Selectmen accept the resignation of Maureen Shaffer from the Amplify Catchment Area Council 15 and thank her for her service.

b. Historic Properties Commission Appointment

Attached is correspondence from June Danaher requesting appointment as a regular member of the Historic Properties Commission. She currently serves as an alternate on the Historic Properties Commission. The regular member vacancy term is due to expire December 2024.

Proposed Motion:

Move that the Hebron Board of Selectmen appoint June Danaher as a regular member of the Historic Properties Commission to a term that runs until December 2028.

c. 2024 Reappointments

In accordance with Board policy the following lists appointed terms expiring in December 2024. Each person has been contacted to determine their interest in reappointment. Also included is the attendance record and the Policy Regarding Reappointments. This item will be continued on the November 21 agenda for the actual reappointments based on responses received.

Conservation Commission

- Thomas Loto (8/9)
- Daniel Seremet (8/9)

Douglas Library Board of Trustees

- Patricia Ayars (8/10)
- Emily Cyr (7/10)
- Dale Bland (9/10)

Economic Development Commission

- Scot Kauffman (8/9)

Housing Authority

- Florence O'Sullivan (11/11)
- Kathi Loto (5/11)
- Deborah Hart (9/11)

Housing Choices Advisory Committee

- Pamela Atwood (1?2)

Parks & Recreation Commission

- Kenneth Jardin (9/10)

WPCA

- James Riley (10/12)

POLICY REGARDING REAPPOINTMENTS

On or about the first meeting of the Board of Selectmen in November, the Board shall receive a list of incumbents whose terms are expiring as of the end of November. A copy of this list shall also be sent to the respective Town Committee Chairmen. The purpose of this procedure is to provide the Selectmen and the Town Committees with the opportunity to consider in advance the reappointment of all board, committee and commission members expressing interest in continuing to serve.

During the last two weeks of October, the Town Manager's Office shall communicate with all board, committee and commission members to determine their interest in continuing to serve and shall prepare a list for reappointments unless otherwise directed by the Board, to be considered by the Selectmen's first meeting in December.

Maureen Shaffer <funinality15@gmail.com>

10/15/2024 12:45 PM

Fwd: Hebron Representative for CAC

To shafferfamily1990@comcast.net

----- Forwarded message -----

From: **Maureen Shaffer** <funinality15@gmail.com>

Date: Thu, Sep 12, 2024 at 3:29 PM

Subject: Hebron Representative for CAC

To: Andy Tierney <atierney@hebronct.com>, <fviliani@hebronct.com>

Good afternoon Mr Tierney and Ms. Villani,

My name is Maureen Shaffer and I am writing to inform you that I am resigning as Hebron's representative to Amplify's Catchment Area Council 15. I have moved out of Hebron to Maine. I enjoyed being the representative during my brief tenure. I wish you the best of luck in getting a new representative. Amplify does very important work.

Thank you,

Maureen Shaffer,formerly of 90 Windrush Lane Hebron, CT 06248

Maureen Shaffer

RECEIVED
2024 OCT 22 A 11:46
HEBRON TOWN CLERK

Donna Lanza

From: Andy Tierney
Sent: Thursday, October 24, 2024 2:20 PM
To: Donna Lanza
Subject: Fwd: Appointment as member of Historic Properties Commission

Sent from my iPad

Begin forwarded message:

From: June danaher <aholiday11@yahoo.com>
Date: October 24, 2024 at 1:49:03 PM EDT
To: Andy Tierney <atierney@hebronct.com>, Mary Ann Foote <mafoote@fairpoint.net>
Subject: Appointment as member of Historic Properties Commission

Pursuant to my phone conversation with you today I am writing to ask to be appointed as a full member of the Historic Properties Commission as requested by Chairwoman Mary Ann Foote. I am currently an alternate on this Commission. Please advise me as to what further steps I should take to accomplish this.

Thank you,

June Danaher

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

CORRESPONDENCE



Connecticut River Coastal Conservation District, Inc.

October 28, 2024

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

Dear Mr. Tierney,

In recognition of Hebron's FY 2024-2025 annual contribution and continued support of Connecticut River Coastal Conservation District's technical and educational services and programs, we are pleased to present you with a *Certificate of Appreciation*.

Hebron's contribution helps the District maintain the level of services our municipal staff and residents depend on to balance local land use needs with protection of natural resources and address natural resource concerns; and supports assistance we provide on a regional basis across municipal boundaries, such as for watershed protection and management. Your contribution also helps demonstrate community support for our work and helps us leverage additional grant funding for projects that provide environmental and public health benefits both locally and regionally, expanding our capacity.

We invite you to take advantage of our numerous services, programs, and educational publications and resources. In addition, the District will assist you in finding technical help if we do not have the expertise in-house, and in securing outside grant funding for conservation projects or water quality protection and improvement initiatives. Please contact us at (860) 346-3282 with any questions or to request assistance.

Again, we thank you and look forward to working with you in the coming year.

Sincerely,

Jane L. Brawerman
Executive Director

cc: Matthew Bordeaux, Town Planner
Diane Del Rosso, Board of Finance Chair



CERTIFICATE OF APPRECIATION

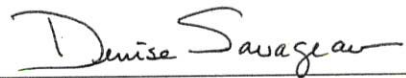
presented to the

Town of Hebron

*Given in recognition of your contribution and support
of District activities for the 2024 - 2025 fiscal year.*

by

The Connecticut River Coastal Conservation District, Inc.



Denise Savageau, Board Chair

October 28, 2024

Date



Jane L. Brawerman, Executive Director



**STATE OF CONNECTICUT
DEPARTMENT OF EMERGENCY SERVICES
& PUBLIC PROTECTION
DIVISION OF STATE POLICE**



Lieutenant Adam Litwin #064
Commanding Officer

M/Sgt Shawn Mansfield #078
Executive Officer

Troop K – Colchester

November 1, 2024

Andrew Tierney
Town Manager
15 Gilead Road
Hebron, CT 06048

Dear Andrew Tierney,

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

During the month of **October 2024**, the Hebron Resident Trooper, Hebron Constable Officers, as well as Troop K Troopers responded to **140** Calls for Service in the Town of Hebron. Of these Calls for Service, the most notable are:

Total Calls for Ser	Total Calls This Year	
140	1,517	

	October 2024	YTD
Accidents	5	78
Criminal Investigations	5	80
Burglaries	0	0
Larcenies	0	8
Non Reportable Matters	106	1,024
Total Arrests	7	33

Motor Vehicle Enforcement*	October	YTD
Total Traffic Stops	12	307
Onsite DUI's	2	6
Arrests	3	6
Misdemeanor Summons	0	1
Infractions	3	23
Written Warnings	4	102
Verbal Warnings	5	178

Respectfully,

LT Adam Litwin #064

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

**TOWN OF HEBRON
BOARD OF SELECTMEN
REGULAR MEETING
NOVEMBER 7, 2024**

AMERICAN RESCUE PLAN STATE AND LOCAL RECOVERY FUNDS UPDATE

An ARPA update will be provided at the meeting.

**TOWN OF HEBRON
BOARD OF SELECTMEN
REGULAR MEETING
NOVEMBER 7, 2024**

DEPARTMENT OF PUBLIC WORKS ACTION COMMITTEE UPDATE

Chairman Kasper will provide an update on the Public Works Action Committee at the meeting.

**TOWN OF HEBRON
BOARD OF SELECTMEN
REGULAR MEETING
NOVEMBER 7, 2024**

BOARD OF ASSESSMENT APPEALS ALTERNATE APPOINTMENT

This item has been continued from the October 24, 2024, meeting agenda for further discussion and possible action. The Town Attorney had been requested to respond to questions raised at the meeting and to provide a clear recommendation for the options to be considered for addressing Board of Assessment Appeals alternate members. The Town Attorney's response is attached.

Attached is a proposed ordinance to establish appointed alternates for the Board of Assessment Appeals. If the Selectmen decide to move forward with enacting this ordinance a Public Hearing should be scheduled. A proposed date for the Public Hearing is Thursday, December 5, 2024, at 6:45 p.m.

Proposed Motion:

Move that the Hebron Board of Selectmen schedule a Public Hearing for Thursday, December 5, 2024, at 6:45 p.m. at the Hebron Town Office Building Lower Level Meeting Room, to receive public comment on the proposed Ordinance regarding appointment of Board of Assessment Appeals Alternates.

Chapter C. Charter

Chapter IV. Board of Selectmen

Section 404. Public hearing on and publication of ordinances.

At least one public hearing, notice of which shall be given at least five days in advance by publication in a newspaper having a general circulation in the Town, by posting a notice in a public place, shall be held by the Board of Selectmen before any ordinance shall be voted upon.

Every ordinance, after passage, shall be duly recorded by the Town Clerk and available for inspection and copying by the public during reasonable hours. Within 10 days after final passage, the text of each ordinance shall be published in summary form in a newspaper having circulation within the Town. Nothing herein shall prohibit the periodic codification or recodification of existing Town ordinances. Every ordinance, unless it shall specify a later date, shall become effective on the 21st day after such publication following its final passage except if overruled as provided in Section 405 of this Charter.

Donna Lanza

From: Andy Tierney
Sent: Wednesday, October 30, 2024 9:45 PM
To: Donna Lanza
Subject: Fwd: Board of Assessment Appeals ordinance

Sent from my iPhone

Begin forwarded message:

From: "Kenneth R. Slater, Jr." <Slater@halloransage.com>
Date: October 30, 2024 at 3:56:00 PM EDT
To: Andy Tierney <atierney@hebronct.com>
Subject: RE: Board of Assessment Appeals ordinance

Andy,

I watched the portion of the last Board of Selectmen meeting regarding the proposed ordinance allowing for appointment of Board of Assessment Appeal alternates.

I agree with Board Member Petit's statement that unnecessary ordinances should not be adopted. What occurred this fall demonstrates a genuine reason for the Town having a clear path to solve that problem in the future. I disagree that the public would find the proposed ordinance complicated, but that is beside the point. The only body that needs to understand it is the Board of Selectmen which will assuredly understand the ordinance as drafted simply allows it to appoint alternates to the Board of Assessment Appeals whenever it wishes to.

If the Board wishes to establish a solution, the question involves whether to adopt a solution that is definitely in compliance with the General Statutes, or one is not so clear. I am certain that it can do so by adopting the ordinance. I am not certain that it has the power to do so pursuant to the statute Mr. Petit is referencing.

As you pointed out to the Board, that statute relied on by Mr. Petit could be interpreted as authorizing only the Town Meeting to appoint if the first clause is intended to apply to charter towns and the second clause to towns with the statutory Town Meeting/Board of Selectmen form of government. Board Member Petit correctly notes that Section 402 of the Charter provides that the Board of Selectmen are granted the statutory powers afforded to Boards of Selectmen. That is not relevant to the ambiguity in the statute. The ambiguity arises from the fact that the first operative clause in the statute gives appointment power to the legislative branch of the Town. By Charter, the Town Meeting is the legislative body in Hebron except as otherwise expressly provided by the Charter. Since there are no provisions regarding BAA appointments in the Charter, the Town Meeting is the legislature body on this issue. The second clause of the statute

granting powers to a board of selectmen might be interpreted as being applicable only to non-charter towns that by default have a Town Meeting/Board of Selectmen form of government. I agree that the statute can be interpreted the way in Mr. Petit interprets it, but it is quite possible that it is interpreted differently such that the Town Meeting has that power of appointment.

Board Member Theile's comments get to the heart of the matter. She and I both would like a definitive answer regarding the interpretation of the statute. There simply is none. Like many statutes adopted by the legislature, the language is subject to two different interpretations. My colleagues and I agree that it is ambiguous and that Mr. Petit's interpretation might prevail. But only a court is empowered to determine which one is correct and there are no court cases that have resolved the ambiguity.

The fact that there is no definitive interpretation of the statute is a key reason why I support the ordinance because there is no doubt that the Town has the power to adopt an ordinance to enable the board to make appointments. And having that power could be valuable regardless of the size of the Board of Assessment Appeals. Even if the Town through the Charter revision process opts to change the number of members of the BAA to 5, the Board of Selectman can assure that there are 5 voting members by appointing alternates if one or more of those 5 members are unable to serve. And as you pointed out during the meeting, if the Charter some day establishes a mechanism for appointing alternates even though the issue is address by the ordinance, the ordinance could be easily repealed.

I see no downside in adopting it of the Board is of the mind that it should have the power to appoint alternates when prudent or necessary.

Regards,

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

Follow us on social media:



Confidentiality: The information contained in this e-mail message is intended only for the use of the individual or entity named above and is privileged and confidential. Any dissemination, distribution, or copy of this communication other than to the individual or entity named above is strictly prohibited. If you have received this communication in error, please notify us immediately by telephone.

From: Dori Wolf <Dwolf@hebronct.com>
Sent: Monday, October 28, 2024 10:58 AM
To: Kenneth R. Slater, Jr. <Slater@halloransage.com>
Cc: Andy Tierney <atierney@hebronct.com>
Subject: Board of Assessment Appeals ordinance

<https://hebronct.com/uploads/agendas/671b8f80665ac.pdf>

Hi Ken,

Andy asked me to send you the above link to the Selectmen's meeting on October 24th. The discussion regarding the ordinance for BAA is around 1:15 minute mark into the meeting. Thank you and have a great day.

Best,

Dori Wolf

Administrative Secretary

Town Manager's Office

15 Gilead Street


Hebron, CT 06248

860-228-5971 x 120

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.



MEMORANDUM

To: Andy Tierney
From: Kenneth R. Slater, Jr. 
Date: October 24, 2024
Re: Appointment of an Alternate to the Board of Assessment Appeal
Our File No. 22454.0001

I am writing to address the following email from Keith Petit to Peter Kasper regarding the proposed ordinance to allow for the Board of Selectmen to appoint alternate board of assessment appeals. For context for purposes of this memo, the need for the appointment was sparked by the fact that this year one member of the three-member board now lives out of state, and another is currently unable to serve. To our knowledge, Hebron has not needed alternates in the past so this situation may not come up often in the future.

Hi Pete,

Thank you for the background information on the BAA question. I see where Ken is trying to answer a slightly different question. I think, however, that the situation is we want to provide some relief to the current situation with the elected officials, by appointing three alternates. This can be done with the current power of the Board of Selectmen granted by CGS 9-199(b). I believe that the ordinance Ken is referencing would be if we were to expand the base number of the BAA through appointment as described in CGS 9-199(c), or if we decided to expand the election base to a number greater than three as authorized under 9-199(a).

My proposal for Thursday night, would be to review the Charter Revision Commission's charge regarding the reshaping of town boards (BAA), and to start the clock on the appointment of three alternates. We can make the start date the same as for Terry McManus's newly vacated seat as PnZ Alt.

I strongly suggest we not pursue ordinance which would place the directives for the composition of a board in two different spots, Charter & Ordinance, which is confusing not just to the general public, but also future town officials, and those of limited mental capacitance like myself. I apologize for the long-winded email.

Sec. 9-199. Boards of assessment appeals. Alternate and additional members. (a) Unless otherwise provided by law, each town shall elect a board of assessment appeals consisting of three members and shall elect such officers at regular municipal elections for terms of four years. Such members of the board of assessment appeals shall hold office for the term for which they are elected and until their successors are elected and have qualified. When the number of members of the board of assessment appeals to be elected by any town is even, no person shall vote for more than one-half the number, and when the number to be elected is odd, no person shall vote for more than a bare majority of the number, provided the legislative body of any town may provide that the electors of such town vote for the full number of members to be elected thereat, any provision of the special acts to the contrary notwithstanding. The candidates in number sufficient to fill such offices who have the highest number of votes shall be elected. Nothing in this section shall be construed to affect the method of rotation of members of a board of assessment appeals legally in effect on October 1, 1976.

(b) The legislative body of a municipality or, in the case of a municipality for which the legislative body is a town meeting or a representative town meeting, the board of selectmen may appoint an alternate for each member of the board of assessment appeals. Each alternate member shall be an elector of the municipality. When seated, an alternate member shall have all the powers and duties of a member of the board of assessment appeals.

(c) Notwithstanding the provisions of subsection (a) of this section or of any special act, municipal charter or home rule ordinance, a municipality may, by ordinance, authorize its legislative body to appoint additional members to the board of assessment appeals for any assessment year.

Thanks,
Keith Petit

(blue highlighting in the original and the green highlighting added by me)

Mr. Petit is correct that my recommendation is to adopt an ordinance. That would provide a permanent solution to address possible future instances like the one the town is facing this year even though I do not expect an alternative would be needed often or maybe ever in the future.

If the Charter is amended in the future to provide for such appointments of BAA alternates, the Charter would govern and the ordinance should be repealed to avoid duplication or confusion. Repealing the ordinance is not a difficult process. However, the Charter Revision Commission may, and in my view should, determine that is unnecessary and unwise to include a provision in the Charter if the ordinance is in place. That may especially be the case if the notion is to have them be elected officials. If the BAA is soon constituted with active local members as it had been for many years, there may never be a need for an alternate to serve. It may be difficult to get persons to run for office when they will likely never be asked to serve in the position. And it may be a waste of the time of the two parties to find candidates, registrars to get them on the ballot, etc. when, until this year, they were not needed in Hebron.

As Mr. Petit suggests, it is possible that the Board of Selectman could make an appointment under part B of the statute without an ordinance. But I still recommend the ordinance for two reasons.

First, it creates a permanent and published solution to the problem. If the issue next comes up decades from now (it has likely been decades since it happened last time if it ever happened in Hebron), you and I and all of the current board members will likely longer be around so the officials at that time would have to seek out a solution. The existence of the ordinance would be a known solution without need for conferring with the Town Attorney and researching a possible statutory solution.

The second reason why I favor an ordinance is the ambiguity of the language under part B. The operative portion of the paragraph in Hebron may be the portion highlighted in green, not blue, which would place appointment power in the Town Meeting in Hebron. Hebron is a charter town with a town manager and council form of government with the council named the Board of Selectmen. The clause in blue could be interpreted to apply to only non-charter statutory town meeting form of government towns which necessarily include the statutory 3-member board of selectmen. It doesn't make sense that the section in blue would empower a charter town that opts to name its council the "Board of Selectman" while a town with an otherwise identical charter would not have that power if it opts to name it the "Town Council." If the provision in green is the operative one, the towns with identical charters other than the name of its council would have identical powers of appointment.

Despite the possible ambiguity, if the Board feels that a one-time appointment is better than adopting an ordinance as a permanent solution, I would support the Board appointment of alternates under Section B because the Town Meeting is the legislative body on miscellaneous issues under the Charter and the Charter does name its 5-member council the Board of Selectmen.

Sec. 9-199. Boards of assessment appeals. Alternate and additional members. (a)

Unless otherwise provided by law, each town shall elect a board of assessment appeals consisting of three members and shall elect such officers at regular municipal elections for terms of four years. Such members of the board of assessment appeals shall hold office for the term for which they are elected and until their successors are elected and have qualified. When the number of members of the board of assessment appeals to be elected by any town is even, no person shall vote for more than one-half the number, and when the number to be elected is odd, no person shall vote for more than a bare majority of the number, provided the legislative body of any town may provide that the electors of such town vote for the full number of members to be elected thereat, any provision of the special acts to the contrary notwithstanding. The candidates in number sufficient to fill such offices who have the highest number of votes shall be elected. Nothing in this section shall be construed to affect the method of rotation of members of a board of assessment appeals legally in effect on October 1, 1976.

(b) The legislative body of a municipality or, in the case of a municipality for which the legislative body is a town meeting or a representative town meeting, the board of selectmen may appoint an alternate for each member of the board of assessment appeals. Each alternate member shall be an elector of the municipality. When seated, an alternate member shall have all the powers and duties of a member of the board of assessment appeals.

(c) Notwithstanding the provisions of subsection (a) of this section or of any special act, municipal charter or home rule ordinance, a municipality may, by ordinance, authorize its legislative body to appoint additional members to the board of assessment appeals for any assessment year.

(1949 Rev., S. 501, 502, 503, 515; 1951, S. 106b; 1953, S. 680d; P.A. 76-173, S. 7; P.A. 95-132, S. 4, 5; 95-283, S. 28, 68; P.A. 00-120, S. 11, 13; P.A. 02-49, S. 4; P.A. 10-84, S. 4.)

History: P.A. 76-173 deleted contrary provisions and provided for election of three assessors and a three-member board of tax review, authorized legislative body to allow electors to vote for full number of assessors or members, further provided that nothing be construed as affecting method of rotation of assessors or members of a board of tax review legally already in effect on October 1, 1976; P.A. 95-132 added Subsec. (b) re appointment of alternate member (Revisor's note: The Revisors editorially changed two references to "the board of tax review" to "the board of assessment appeals" for consistency with Subsecs. (a) and (c) as amended by P.A. 95-283); P.A. 95-283 replaced board of tax review with board of assessment appeals and added Subsec. (b), designated by the Revisors as Subsec. (c), to provide for appointment of additional

board members, effective July 6, 1995; P.A. 00-120 amended Subsec. (c) to provide for appointment of additional members for year prior to revaluation, effective May 26, 2000; P.A. 02-49 amended Subsec. (c) to allow municipalities to appoint additional members in any assessment year, deleting provision re appointment in the assessment year in which a revaluation becomes effective, for the assessment year prior to and following such year of revaluation, effective May 9, 2002; P.A. 10-84 amended Subsec. (a) by removing provisions re election of assessors.

See Sec. 9-167a re minority representation requirements.

**TOWN OF HEBRON
BOARD OF SELECTMEN
REGULAR MEETING
NOVEMBER 7, 2024**

APPROVE 2025 BOARD OF SELECTMEN MEETING SCHEDULE

Attached is a proposed 2025 meeting schedule for the Board of Selectmen. School vacations, holidays and special events have been considered when preparing the proposed schedule.

Proposed Motion:

Move that the Hebron Board of Selectmen adopt the 2025 Meeting Schedule as presented (or amended).

PROPOSED NOVEMBER 7, 2024

**TOWN OF HEBRON
BOARD OF SELECTMEN
2025 MEETING SCHEDULE**

January	2 and 16	
February	6 and 20	
March	6 and 20	
(Town Manager's Budget Presentation March 4 Budget Workshops 11, 18, 25 and 27) **		
April	3 and 17	HBOE Vacation 14-18 Good Friday 18
May	1 and 15	
June	5 and 19	Juneteenth 19
July	3 and 17 OR 10 and 24	
August	7 and 21	
September	11 and 25	Hebron Fair 4-7
October	9 and 23	Yom Kippur 2
November	6 and 20	
December	4 and 18	
2026		
January	8 and 22	

Meeting format to be determined; virtual, hybrid or in-person meetings may be scheduled. Meetings will be held at 7:00 p.m. at the Hebron Town Office Building or the Douglas Library Community Room, unless otherwise warned.

**** March Budget Meetings will be held in the Douglas Library Community Room.**



Town of Hebron

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

ANDREW J. TIERNEY
TOWN MANAGER

PETER D. KASPER
CHAIRMAN

DANIEL E. LARSON
VICE CHAIRMAN

TIFFANY V. THIELE
SELECTMAN

KEITH C. PETIT
SELECTMAN

CLAUDIA TEJADA RILEY
SELECTMAN

TOWN OF HEBRON 2025 HOLIDAYS

RECEIVED

<u>Holiday</u>	<u>Observed on</u>
New Year's Day	Wednesday, January 1, 2025
Martin Luther King Jr. Day	Monday, January 20, 2025
President's Day	Monday, February 17, 2025
Good Friday	Friday, April 18, 2025
Memorial Day	Monday, May 26, 2025
Independence Day	Friday, July 4, 2025
Labor Day	Monday, September 1, 2025
Columbus Day	Monday, October 13, 2025
Veteran's Day	Tuesday, November 11, 2025
Thanksgiving Day	Thursday, November 27, 2025
Day after Thanksgiving	Friday, November 28, 2025
Christmas Day	Thursday, December 25, 2025
Day after Christmas	Friday, December 26, 2025

2024 OCT 16 A 8:04
HEBRON TOWN CLERK

2026 Holiday

New Year's Day Thursday, January 1, 2026

**Hebron Town Departments will not be closed for the Juneteenth holiday.

HEBRON PUBLIC SCHOOLS 2024-2025 CALENDAR

(BOE Approved: 1

AUGUST 2024 (3)				
M	T	W	Th	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

Staff Development Day
 Staff Development Day
 First day of School

February 2025 (18)				
M	T	W	Th	F
3	4	5	6	7
10	11	12	13	14+
17	18	19	20	21
24	25	26	27	28

14 Early Dismissal (PD)
 17-18 President's Day Recess

SEPTEMBER 2024 (20)				
M	T	W	Th	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20+
23	24	25	26	27
30				

Labor Day
 Early Dismissal (PD)

March 2025 (20)				
M	T	W	Th	F
3	4	5	6	7+
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

7 Early Dismissal (PD)
 20 Evening Parent Conference
 21 Daytime Parent Conference

OCTOBER 2024 (22)				
M	T	W	Th	F
	1	2	3	4
7	8	9	10	11+
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

Early Dismissal (PD)
 Columbus Day

April 2025 (17)				
M	T	W	Th	F
	1	2	3	4
7	8	9	10	11+
14	15	16	17	18
21	22	23	24	25
28	29	30		

11 Early Dismissal (PD)
 14-18 School Recess
 18 Good Friday

NOVEMBER 2024 (17)				
M	T	W	Th	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27+	28	29

Day and Evening Parent Conferences/Election Day
 Veterans Day Observed
 Early Dismissal
 School Recess

May 2025 (20)				
M	T	W	Th	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

6 Staff Development Day/Referendum Day
 26 Memorial Day

December 2024 (15)				
M	T	W	Th	F
2	3	4	5	6
9	10	11+	12	13
16	17	18	19	20+
23	24	25	26	27
30	31			

Early Dismissal (PD)
 Early Dismissal
 School Recess

June 2025 (7)				
M	T	W	Th	F
2	3	4	5	6
9	10+	11	12	13
16	17	18	19	20
23	24	25	26	27
30				

10 180th Day - Last Day
 Early Dismissal*
 * If weather or other emergencies require the closing of school, the last days will be made up by extending the school year in June up to 8 days. If additional days are needed, they will be taken from April Recess, beginning Ap

January 2025 (21)				
M	T	W	Th	F
		1	2	3
6	7	8	9	10
13	14	15	16	17+

School Recess
 Early Dismissal (PD)
 A.L. King Jr Day

No School	First Day of School: August 28, 21
+	Last Day of School: June 10, 202
Parent/Teacher Conferences	
1st Marking Period:	August 28th - November 25th
2nd Marking Period:	November 26th - March 6th

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
 November 21, 2024, 7:00 PM (America/New_York)
Please join my meeting from your computer, tablet or smartphone.
<https://meet.goto.com/950774253>
You can also dial in using your phone.
 Access Code: 950-774-253
 United States: [+1 \(646\) 749-3122](tel:+16467493122)
Get the app now and be ready when your first meeting starts:
<https://meet.goto.com/install>

Thursday, November 21, 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)
 - b)
 - c) 2024 Reappointments

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 Assessment Appeals Alternates
- d) Any Other Old Business

7:50 p.m. 9. NEW BUSINESS

- a)
- b) Draft Agenda for December 5, 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 November 7, 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
NOVEMBER 7, 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 October 24, 2024 – Regular Meeting

b) APPROVAL OF TAX REFUNDS

9.b.1	Theodore Weimer, 3 rd	\$378.67
9.b.2	Melissa Rath	\$818.51

**TOWN OF HEBRON
BOARD OF SELECTMEN
Regular Meeting (Hybrid)
Douglas Library Community Room – 22 Main Street
Thursday, October 24, 2024 - 7:00 PM**

RECEIVED
2024 OCT 28 A 10:00
[Signature]
HEBRON TOWN CLERK

MINUTES

ATTENDANCE:

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

Board of Selectmen (Absent): Claudia Riley

Staff Present: Andrew Tierney, Donna Lanza

Guests: Richard Steiner, Mal Leichter, Community Voice Channel, Kathy Williams

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. Appointments and Resignations

A. Planning and Zoning Commission Alternate Resignation

Motion by P. Kasper that the Hebron Board of Selectmen accept the resignation of Terry McManus as an alternate from the Hebron Planning and Zoning Commission with regret and thanks for his years of service. Further, that the Selectmen designate Friday, November 1, 2024, as the posting date for the vacancy notice. The 35th and final day by which nominations shall be received is Friday, December 6, 2024. The motion passed unanimously (4-0).

7. Town Manager's Report

TOWN OF HEBRON
BOARD OF SELECTMEN
Regular Meeting (Hybrid)
Douglas Library Community Room – 22 Main Street
Thursday, October 24, 2024 - 7:00 PM

Progress on ARPA is ongoing, with several projects currently or imminently out to bid. Grayville bridge repairs are nearly complete. Delivery of the pedestrian bridge is expected in the next week or two.

A. Tierney briefed the BoS on delays in Rt. 66/Wall St (Rt. 316) signaling/intersection improvements, citing a revised requirement regarding electrical metering. A professionally-designed upgrade, approved by DOT at the project's outset, did not include a meter. Per A. Tierney, the lead time on obtaining now-required equipment is roughly 12 months. As the project is in-process, the delay represents a clear safety issue. Lanes have been restriped to align with the new signals, which were due to go live this week. A. Tierney has contacted Eversource's attorney. Selectmen expressed strong disapproval of the change and subsequent safety risks, and gave full support to Town staff to resolve the issue as quickly as possible.

Early voting has begun, with roughly 500 participants on the first two days. Hebron took first place in the annual CASHO snow plow safety review. Trunk or Treat is this coming weekend. Rt. 66 will be closed to vehicles between Rt. 85 and Rt. 316 (Wall Street). Appraisals for the Eversource property adjacent to the DPW facility on Old Colchester Road were conducted by both the Town and Eversource. Due to differing numbers, a third-party appraiser has been engaged, and an A-2 survey of the property will likely be conducted.

8. Old Business

A. ARPA Funds Update

D. Lanza reviewed progress on projects including cemetery tree removal and gravestone repairs, Old Town Hall repairs, and a refreshed quote (in the amount of \$27,000) for security upgrades at the Senior Center. Following a question from P. Kasper, D. Lanza noted the upgrades were initially included in ARPA-funded Town-wide security enhancements, but cut at the time contracts were signed. These upgrades would complete installation of surveillance cameras and keyless entry. It is anticipated the pedestrian bridge will be on-budget (without contingency), bringing some ARPA funds back to town accounts. The BoS agreed their next meeting will serve as the deadline to remove projects without contracts.

Motion by P. Kasper to add the Senior Center security upgrades for \$27,000.

Discussion:

K. Petit suggested the motion reflect the original ARPA project scope of improving town building security, as well as adding \$30,000 to the project. T. Thiele noted if a quote is on the table, that precise amount should be reflected.

**TOWN OF HEBRON
BOARD OF SELECTMEN
Regular Meeting (Hybrid)
Douglas Library Community Room – 22 Main Street
Thursday, October 24, 2024 - 7:00 PM**

Amended motion by P. Kasper to add funds to the original approval for security measures for the Town of Hebron’s buildings, moving forward with the refreshed \$27,000 quote. The amended motion passed unanimously (4-0).

B. DPWAC Update

P. Kasper introduced R. Steiner, who provided a substantive update and presented a potential timeline of the project, with a targeted June 2025 referendum. The number and complexity of steps in achieving that deadline were discussed. The DPWAC is requesting approval to send out an RFP, allowing them to generate a shortlist of potential architectural firms, and hopefully make a recommendation to the BoS in December. There was discussion on funding, including for schematic design, as well as bonding for the overall project. M. Leichter stated funds would be needed to start design work in the next few months. A. Tierney noted a hard cost for the project would be needed to present to the bonding council. Per R. Steiner, a roughly 9-month lead for design document generation is anticipated, and would be completed about four months after referendum. The BoS discussed target referendum date ranges. A. Tierney noted several soft costs and unresolved questions in vacating OCR. R. Steiner also noted innocuous or benign expenses associated with the cost of MSW handling, including labor, material, and equipment costs. Definite, hard numbers for both areas will be generated, as they are necessary to informed-decision making for time-sensitive next steps. The BoS agreed to release the RFQ.

C. Board of Selectmen Communication Strategy

Motion by T. Thiele that the Hebron Board of Selectmen adopt the Town of Hebron Board of Selectmen Rapid Response Plan as presented. The motion passed unanimously (4-0).

Motion by P. Kasper, as Chair, to nominate Tiffany Thiele as the individual primarily tasked with distributing any rapid response messaging on Facebook, and adhering to the practices agreed to above. The motion passed unanimously (4-0).

D. Other Old Business

None.

9. New Business

A. Proposed Ordinance Board of Assessment Appeals Alternates

Motion by D. Larson that the Hebron Board of Selectmen schedule a Public Hearing for Thursday, November 21, 2024, at 6:45 p.m. at the Hebron Town Office Building Lower

**TOWN OF HEBRON
BOARD OF SELECTMEN
Regular Meeting (Hybrid)
Douglas Library Community Room – 22 Main Street
Thursday, October 24, 2024 - 7:00 PM**

Level Meeting Room, to receive public comment on the proposed Ordinance regarding appointment of Board of Assessment Appeals Alternates.

Discussion:

A. Tierney noted difficulties in achieving quorum has caused issues in recent years, impacting the Town’s ability to conduct business in this area. The Town Attorney has suggested the ordinance as an emergency option available to the Town. K. Petit noted the BoAA is a Chartered board, and passing an ordinance creates a lack of uniformity. There was discussion on differing interpretations, and agreement to table, pending further legal clarification.

Motion tabled.

B. Draft Agenda for November 7, 2024 Meeting

C. Other New Business

None.

10. Consent Agenda

A. Approval of Minutes

1. October 10, 2024 – Regular Meeting

B. Tax Refunds

1. Anita Abolins	\$ 60.28
2. Anna Davis	\$ 63.94
3. Geoffrey Davis	\$ 43.01
4. Kurt & Eileen Hermann	\$ 86.34
5. Keith & Susan Berry	\$ 125.29

Motion by P. Kasper that the Board of Selectmen approve the above Consent Agenda items and motions contained therein as if individually adopted. The motion passed unanimously (4-0).

11. Liaison Reports

A. AHM – No report.

B. Hebron BoE – T. Thiele highlighted Student Liaison celebrations, appointment of a new Kid Governor, assessment results, and PTA events.

C. BoF – No report.

D. OSLAC – No report.

E. RHAM BoE – No report.

**TOWN OF HEBRON
BOARD OF SELECTMEN
Regular Meeting (Hybrid)
Douglas Library Community Room – 22 Main Street
Thursday, October 24, 2024 - 7:00 PM**

12. Public Comment

None.

13. Adjournment

Motion by T. Thiele and seconded by P. Kasper to adjourn the Board of Selectmen's meeting at 8:36 p.m.

Respectfully submitted,
Hannah Walcott (Board Clerk)